

COMMON COUNCIL
JANUARY 4, 2021
6:00 P.M.
MEETING HELD VIA ZOOM

Mayor Werling called the meeting to order at 6:00 p.m. This meeting was conducted over Zoom.

Clerk-Treasurer Aldrich took the roll call:

Present were Gayle Conner, Sandra Flora, Mike Isley, Spencer Kingery, and Cody Nelson.

Nominations were opened for President Pro Tempore of the Council. Cody Nelson was nominated by Gayle Conner. Spencer Kingery was nominated by Cody Nelson. Without objection the nominations were closed. The vote was conducted for candidates in the order nominated. On Cody Nelson: Ayes—Conner; Nays—Flora, Isley, Kingery, and Nelson. On Spencer Kingery: Ayes—Flora, Isley, Kingery, and Nelson; Nays—Conner. Spencer Kingery was duly elected President Pro Tempore of the Common Council for 2021.

Minutes from the meeting held on December 7, 2020 were presented for approval. Spencer Kingery moved to approve. Second by Mike Isley. Motion carried. (Ayes: Conner, Flora, Isley, Kingery, and Nelson; Nays: none.)

Minutes from the special meeting held on December 30, 2020 were presented for approval. Cody Nelson moved to approve. Second by Spencer Kingery. Motion carried. (Ayes: Conner, Flora, Isley, Kingery, and Nelson; Nays: none.)

UNFINISHED BUSINESS

Mayor Werling provided an update to the discussion that took place at the December 30th Council meeting in which a council member stated that the State Board of Accounts (SBOA) had grave concerns about how the City of Delphi was being managed. Two SBOA names were mentioned: Todd Caldwell and Susan Gordon. Mayor Werling indicated that she had spoken with Todd Caldwell about that characterization. He responded that SBOA's duty is to respond to procedural questions as they are presented; SBOA does not make management characterizations. Mr. Caldwell stated that if SBOA ever had grave concerns about a community's management, they would be in there with an immediate audit. When asked if there were specific items SBOA would address in the Delphi audit, Mr. Caldwell indicated that encumbrances and CARES Act accounting were on the list; he volunteered that nearly every community would be audited for CARES Act accounting as the procedural guidance from the State had not been well defined.

Clerk-Treasurer Aldrich added that she had spoken with Susan Gordon about the same issues and had received similar responses. Aldrich stated that she hoped we could put this matter behind us and move forward in a cooperative spirit. She stated that by working together we could accomplish what is best for the citizens of Delphi and what they expect from us.

NEW BUSINESS

Council Board Appointments

- Carroll County Area Plan Council Appointment. Spencer Kingery nominated himself. Cody Nelson nominated Sandra Flora. Without objection nominations were closed. On Spencer Kingery: Ayes—none; Nays—Conner, Flora, Isley, Kingery, and Nelson. On Sandra Flora: Ayes—Conner, Flora, Isley, Kingery, and Nelson. Sandra Flora was appointed.
- Northwest Indiana Solid Waste District. Cody Nelson was nominated by Spencer Kingery. Without objection nominations were closed. Ayes: Conner, Flora, Isley, Kingery, and Nelson. NaysCody Nelson was appointed.
- Carroll County Administrative Transportation Committee. Mike Isley was nominated by Mike Isley. Without objection nominations were closed. Ayes: Conner, Flora, Isley, Kingery, and Nelson; Nays: none. Mike Isley was appointed.
- Delphi Redevelopment Commission with two Council appointments. Cody Nelson nominated Gayle Conner. Sandra Flora nominated Randy Strasser. Mike Isley nominated Kevin Gaskill. Without objection the nominations were closed. The vote was in the order of nomination. On Gayle Conner: Ayes—Conner, Flora, Isley, Kingery, and Nelson. On Randy Strasser: Ayes—Flora, Kingery, and Nelson; Nays—Conner and Isley. No vote was taken on the third candidate since majorities were obtained by the first two nominations. Conner and Strasser were appointed.

Mayor Werling announced the following appointment of Councilors to work with department heads:

- Councilwoman Conner: Aviation and Fire
- Councilwoman Flora: Wastewater
- Councilman Isley: Water and Clerk-Treasurer
- Councilman Kingery: Police and Mayor
- Councilman Nelson: Streets and Parks

Proposed Ordinance 2021-1, read by title alone, *An Ordinance Enacting and Adopting a Supplement to the Code of Ordinances for the City of Delphi* was presented with the request that it be passed on all three readings. Cody Nelson moved to pass Ordinance 2021-1 on first reading. Second by Mike Isley. Motion carried by unanimous vote. Spencer Kingery moved to suspend the rules to allow passage on the same day as introduction and requiring a unanimous vote. Second by Sandra Flora. Motion carried by unanimous vote. Mike Isley moved to pass Ordinance 2021-1 on second reading. Second by Gayle Conner. Motion carried by unanimous vote. Gayle Conner moved to pass Ordinance 2021-1 on third and final reading. Second by Sandra Flora. Motion carried by unanimous vote.

Small Business Resilience Grant program Round II

The Council discussed the scoring rubric used for Round I. The addition of a yes/no question—based on this application, should funds be granted. Gayle Conner raised the question about determining percentage of funding based on the scoring rubric and stressed the need to stay objective. Mike Isley observed that businesses are struggling and need the help. Sandra Flora stressed need to keep businesses healthy for post-COVID. Cody Nelson said that businesses that did not comply with reports from Round I would not be eligible for Round II. Mayor Werling stated that only one business failed to report and thus far had not submitted an application.

Mayor Werling indicated that OCRA was offering Phase III grants for COVID relief with a letter on intent due by January 19, 2021. The Council without objection agreed that a LOI should be submitted.

Board Comments.

Spencer Kingery offered that he was looking forward to the year and stressed the importance of working together. Encouraged not overtaxing the Clerk's office with information requests that could be delayed to a future date.

Sandra Flora congratulated Kingery and looks for a prosperous year ahead.

Mike Isley encouraged all to work well together during the coming year.

Gayle Conner asked for an update on the number of approved applications for the Riverfront Development District. Mayor Werling responded that two applications were approved in 2020. Conner asked for a response from the Mayor about the County Commissioner's mask statement. No response since the Mayor had not heard about this issue.

Cody Nelson expressed that the new year offered a chance for the Council to do what it can for Delphi.

Clerk-Treasurer Aldrich had no comment.

There being no public comment, Cody Nelson moved to adjourn. Second by Mike Isley. Without objection the motion carried. The meeting adjourned at 6:55 p.m.

Mayor Anita Werling

Clerk-Treasurer, Leanne Aldrich, Attest

COMMON COUNCIL SPECIAL-CALLED MEETING
JANUARY 22, 2021
6:00 P.M.
MEETING HELD VIA ZOOM

Mayor Werling called the meeting to order at 6:00 p.m. This meeting was conducted over Zoom.

Clerk-Treasurer Aldrich took the roll call:

Present were Gayle Conner, Sandra Flora, Spencer Kingery, and Cody Nelson. Mike Isley was absent.

SPECIAL BUSINESS

Mayor Werling indicated the purpose of the special meeting was for Council to review, discuss, and take action on the grant applications for the second round of the City of Delphi's Small Business Resilience Grant program. President Pro Tempore Kingery led the discussion suggesting that the average percentage score might be applied to the amount requested. PPT Kingery granted permission for the Mayor to speak. Mayor Werling expressed the opinion that the City should award the full amount requested if the businesses met the requirements of the application process. This would ensure that the businesses received the funding needed while also making a strong statement to OCRA that the City still needed to provide resilience assistance to local businesses as the City applied for Phase III CDBD funding.

Following discussion on eligibility, documentation, and Council recommendations "Yes/No" determinations, thirteen businesses were identified as approved without further documentation being needed: Artemis Color Lounge & Lifestyle Studio, Bill's Rock Shop, Blue Moose, Center Stage Dance Academy, D & J Property Management, Delphi Preservation Society, Hageman Property Investments, IKONIK Graphix, Indiana Fitness Club, Opera House Gallery of Contemporary Art, Reid Sales Music Company, Sassy's Hair Salon, and Wallmann's Quality Foods. Gayle Conner moved to award the 13 approved businesses the full amount requested. Second by Cody Nelson. Motion carried unanimously. (Ayes: Conner, Flora, Kingery, Nelson.)

Following further discussion, Gayle Conner moved to allow the remaining businesses to receive the full requested amount provided they return missing documentation and/or meet eligibility requirements within a two-week timeframe and contingent upon approval of the timeline by K-IRPC. Second by Spencer Kingery. Motion carried unanimously. (Ayes: Conner, Flora, Kingery, Nelson.) Later in the meeting, Gayle Conner amended her motion to state a deadline of noon on Friday, January 29th to submit documentation and/or proof of eligibility. Second by Spencer Kingery. Motion carried unanimously. (Ayes: Conner, Flora, Kingery, Nelson.)

A motion by Spencer Kingery to reopen the grant application process was seconded by Gayle Conner. Following discussion, Spencer Kingery rescinded his motion.

NEW BUSINESS

Proposed Resolution 2021-1 was presented authorizing an OCRA grant application for Phase III CDBG funds for the purpose of resilience programs for small businesses. Sandra Flora moved to pass Resolution 2021-1. Second by Spencer Kingery. Motion carried unanimously. (Ayes: Conner, Flora,

Kingery, Nelson.) Mayor Werling indicated that a Public Hearing on the grant would be conducted by City grant administrator K-IRPC at the start of the February 1 meeting of the Common Council.

Proposed Resolution 2021-2 was presented authorizing a grant application for the first round of the 2021 Community Crossings Matching Grant (CCMG) program to address drainage issues for Tally Ho Drive, Tally Ho Court, and Terrace Lane for a total project cost of \$344,350.20 with a match requirement of \$86,087.55 from the City of Delphi from the Motor Vehicle Highway (MVH) fund. Spencer Kingery moved to approve Resolution 2021-2. Second by Cody Nelson. In discussion, Gayle Conner noted that the 2021 MVH budget did not include anything in the line item for match for CCMG program. Mayor Werling indicated that it was not clear whether the funds would actually be expended in 2021 or 2022; if in 2021, an additional appropriation can be made; if in 2022, the match can be included in the 2022 budgeting process. Clerk-Treasurer Aldrich indicated that the MVH fund balance was well in excess of what would be required for the match. Motion carried unanimously. (Ayes: Conner, Flora, Kingery, Nelson.)

ANNOUNCEMENTS

Mayor Werling announced that a Request for Proposal (RFP) for banking services had been mailed to the five local banking institutions with a deadline for submittal of 4:30 p.m., February 5, 2021. Following review and any follow-up required, the RFPs will be reviewed by the Board of Works and Public Safety and by the Common Council at their meetings on March 1, 2021 with the intent to announce the selected institution that evening.

Board Comments.

None

Clerk-Treasurer Aldrich had no comment.

Public Comment

Kamron Yates thanked everyone for the hard work in making the resilience grants possible for the community.

There being no additional public comment, Gayle Conner moved to adjourn. Second by Spencer Kingery. Without objection the motion carried. The meeting adjourned at 7:31 p.m.

Mayor Anita Werling

Clerk-Treasurer, Leanne Aldrich, Attest

COMMON COUNCIL
FEBRUARY 1, 2021
6:00 P.M.
MEETING HELD VIA ZOOM

Mayor Werling called the meeting to order at 6:00 p.m. This meeting was conducted over Zoom.

Clerk-Treasurer Aldrich took the roll call:

Present were Gayle Conner, Sandra Flora, Mike Isley, Spencer Kingery, and Cody Nelson.

The meeting was suspended at 6:00 p.m.

PUBLIC HEARING

The Public Hearing was opened at 6:00 p.m. on the application by the City of Delphi for Phase III of the OCRA COVID relief grant funded with CDBG grant dollars. Emily Albaugh from K-IRPC indicated that the City of Delphi could apply for up to \$250,000 to fund resilience grants of up to \$10,000 for local businesses impacted by the COVID pandemic having fewer than 100 employees. The grant cycle will be highly competitive and the City might consider applying for less than \$250,000 in light of the fact that Phase II OCRA funds have not been fully expended. The deadline to apply for Phase III has been extended to March 11, 2021 with award announcements on April 15. K-IRPC's administrative fee is six percent of the award. Mayor Werling suggested that Council could determine the award amount for grants and any other changes at its March 1st meeting prior to the submission of the City's Phase III application.

The public was invited to ask questions. Gayle Conner asked what criteria changed in the middle of Delphi's program that made more businesses eligible. Albaugh indicated that OCRA changed the guideline for income verification from household income to income received by an employee for specific work at the business seeking a grant. Conner asked about a current application that was noted as eligible for OCRA funding even though they hadn't submitted an income verification form. Albaugh noted that the business had included W2 forms as part of their application. K-IRPC transferred that data to a form to submit to OCRA for review.

There being no further questions or comments, the Public Hearing was closed at 6:12 p.m.

Without objection, the meeting of the Common Council resumed at 6:12 p.m.

Minutes from the meeting held on January 4, 2021 were presented for approval. Cody Nelson moved to approve. Second by Mike Isley. Motion carried. (Ayes: Conner, Flora, Isley, Kingery, and Nelson; Nays: none.)

Minutes from the special meeting held on January 22, 2021 were presented for approval. Spencer Kingery moved to approve. Second by Sandra Flora. Motion carried. (Ayes: Conner, Flora, Isley, Kingery, and Nelson; Nays: none.)

REPORTS

Department reports are incorporated by reference herein. [Water numbers for January: City pumped 31,457,000 gallons; IPC used 23,751,992. City usage was much higher due to flushing of new mains, filling of new water tower, and changing the meter at Well #4. *Added 2/2/21*]

Area Plan. Sandra Flora reported that APC held its first meeting on January 26 electing Brad Farrar as President and Mary Ann Burton as Vice President. Cindy Harmon remains attorney for APC. The board approved a fee of \$50 per split with the fee being shared with the GIS department.

Delphi Redevelopment Commission. Gayle Conner reported that newly appointed commissioner Randy Strasser was sworn in. Officers elected were Joe Mayfield as President, Sandra Flora as Vice President, and Gayle Conner as Secretary. Much of the meeting was a discussion with Neil Mylet about options for WiFi service in downtown Delphi. Requests for funding assistance from several organizations were presented. No action was taken on any of the ideas.

Fire Territory Board. Mayor Werling reported that Dwaine Ward was reelected Chair and that she was elected Vice Chair. Newly appointed Deer Creek Township Trustee Morgan Anderson was introduced. Chief Dulin attended via Zoom. Most of the meeting centered on a discussion about the Fire Territory mortgage on the station with a balance of \$364,228.41 at a 3% interest rate with 13 years remaining. The Fire Territory has a \$400,000 CD which matures in March currently paying .85% interest with \$19,000 in accrued interest. Chief Dulin wants the board to consider using the CD to pay off the mortgage. Pros: Would eliminate about \$7,500 net interest per year on mortgage. Cons: Would eliminate the Fire Territory reserve for future replacement of ladder truck. It was suggested that Chief Dulin contact Baker Tilly for a financial analysis of this matter to bring back to the board.

UNFINISHED BUSINESS

Round II of the City of Delphi's Small Business Resilience Grant Program.

At its January 22, 2021 meeting, the Council approved thirteen businesses for the full requested amount on their applications. Eighteen applications remained for review by the Council. Some businesses were asked to submit missing documentation by January 29th. Mayor Werling indicated that all missing documentation had been supplied.

Councilwoman Conner asked that the Council consider the funding source for the grants to be paid from local funds indicating that the EDIT promotional account had only \$10,000. At full award amounts another \$40,000 would be needed. Given the length of time to advertise for an additional appropriation, Conner moved that \$40,000 be transferred from the Code Enforcement/ Community Development line item to EDIT Promotion to be replenished with an additional appropriation at a later date. Second by Mike Isley. Motion carried. (Ayes: Conner, Flora, Isley, Kingery, and Nelson; Nays: none.)

On review, twelve businesses were approved at the full requested amount without objection: Carroll County Chamber of Commerce, Carroll County Chamber Five, Country Hair II, Creative Photography by Jodi, Hometown Shirts, Morrow's Shoe Shop, Sand Tones, Sterling House, TMP Holdings, Urban Chique, Wilson's Professional Lawn Care, and WP Electric.

The remaining six businesses were approved with objection.

Burkhart Rentals: Conner objected, as she felt eligibility requirements were lacking. Approved at full amount. (Ayes: Flora, Isley, Kingery, Nelson; Nays: None; Abstain: Conner)

Delphi NAPA: Isley objected, as he feels concerned that the owner thinks downtown is dead, but is not helping to improve it. Approved at full amount. (Ayes: Conner, Flora, Kingery, Nelson; Nays: Isley)

Delphi Opera House: Conner objected, as she feels business is ineligible since not operational. Approved at full amount. (Ayes: Flora, Isley, Kingery, Nelson; Nays: Conner)

Delphi Variety & Crafts: Isley objected, stating that grant should not be used to remodel. Approved at full amount. (Ayes: Conner, Flora, Kingery, Nelson; Nays: Isley)

Oden's Den & Tattoo Parlor: Conner objected, as she feels they are ineligible since final reports not submitted until application deadline for Round II SBRG. Approved at full amount. (Ayes: Flora, Isley, Kingery, Nelson; Nays: Conner)

T&T Pizza King: Conner objected, as she feels sign requirement was not met at the date of the initial application. Approved at full amount. (Ayes: Flora, Isley, Kingery, Nelson; Nays: Conner)

PPT Kingery moved to award the remaining eighteen businesses at the full requested amount of their SBRG II applications. Second by Sandra Flora. Motion carried. (Ayes: Flora, Isley, Kingery, Nelson; Abstain: Conner)

NEW BUSINESS

Proposed Resolution 2021-3 *Establishing Procedures for Fund Transfers* was presented along with a transfer form as Appendix A. Councilwoman Conner moved to adopt Resolution 2021-3. Second by Cody Nelson. In discussion Conner explained that the intent was to ensure accountability and transparency in conducting transfer of funds within a department. Motion carried. (Ayes: Conner, Flora, Isley, Kingery, Nelson; Nays: none)

Board Comments.

Councilwoman Conner expressed concern that fund reports for December 2020 and January 2021 had not been provided prior to the meeting as requested. Clerk-Treasurer Aldrich explained that balancing of the funds was still in progress to close out fiscal year 2020 and that reports would be provided as soon as that was completed. Conner asked about the Fire Territory 275 fund and the transfer of funds received for billing runs into that fund. [Aldrich replied that \$ 6378.50 was transferred from the 475 fund to the 275 Fund.] *As amended 3-1-2021*

Councilwoman Flora offered kudos to the Street department for their work in clearing snow from the major storm over the weekend.

Councilman Isley added that it was a great job. Isley offered his thanks to Leanne for her bookkeeping skills and knowledge of funds and historical transactions.

There being no public comment, Councilwoman Conner moved to adjourn. Second by Spencer Kingery. Without objection the motion carried. The meeting adjourned at 7:11 p.m.

Mayor Anita Werling

Clerk-Treasurer, Leanne Aldrich, Attest

COMMON COUNCIL
MARCH 1, 2021, 6:00 P.M.
COMMUNITY CENTER, 311 N. Washington Street

Mayor Werling called the meeting to order at 6:00 p.m. Those present rose for the pledge of allegiance.

Clerk-Treasurer Aldrich took the roll call:

Present were Gayle Conner, Mike Isley, Spencer Kingery, and Cody Nelson; Sandra Flora was present by Zoom.

Minutes from the meeting held on February 1, 2021 were presented for approval. Spencer Kingery moved to approve. Second by Mike Isley. Gayle Conner offered an amendment to board comments as follows: Aldrich replied that \$ 6378.50 was transferred from the 475 fund to the 275. Without objection the minutes as amended were approved.

REPORTS

Craig Myers has provided this accounting of final water numbers for February: City Pumped 27,219,000 gallons; IPC used 20,282,020 gallons. Without objection, the department head reports are incorporated by reference into the minutes.

CCATC. Mayor Werling reported that she was elected Chair and Pete Wagoner Vice Chair at the February 9, 2021 meeting. It was announced that Sallie Fahey was retiring with David Hittle from Johnson City named as her replacement. Traffic count sites for 2021 were reviewed along with bid INDOT lettings. Fire Territory Board. Mayor Werling reported that the board met on February 24. Discussion continued on the issue of the mortgage and CD. Leanne advised that Dan Hedden from Baker Tilly recommended against using the CD to pay off the mortgage this year due to the uncertainty of revenues with COVID; he recommended that it be revisited next year.

Area Plan. Sandra Flora having been on vacation, Kamron Yates reported that the APC approved a rezone of Arma Acres from Agriculture to Business1; plat approved for subdivision near airport.

NWSWD. Cody Nelson reported that the previous year's officers were reappointed and the minutes from last meeting approved.

OTHER BUSINESS

Mayor Werling introduced Jake Adams, the new Executive Director of the Carroll County Economic Development Corporation and asked if he would update the Council at the meeting on April 6, 2021.

Julia Leahy, at President Pro Tem Kingery's invitation, spoke on the activities and plans for the Carroll County Chamber of Commerce. Executive Director since 2011, Leahy reported that the Chamber presently has 211 members with five new members this month. The Chamber hosts ribbon cuttings for new businesses; Third House legislative updates on March 13; State of the City, County and Towns on April 30; a luncheon in May promoting mental health. The Indiana Bacon Fest is tentatively scheduled to be live this August 28. A downtown business committee has been formed as a precursor to a Main Street program. Entrepreneurial grants are being offered. The Chamber website is being updated and will be live this week with a Jobs posting addition. Leahy described Chamber Five—a separate

organization which purchased the building where the Chamber is located. Coworking spaces are available for rent.

NEW BUSINESS

Mayor Werling updated the Council on the process of selecting a banking service for the City. Request for Proposals were sent by certified mail to five banking institutions in Delphi. Proposals were received from First Financial Bank, Regions Bank, Horizon Bank, and Security Federal Savings Bank. IFCU declined to submit a proposal as they do not have a commercial division. On the basis of the rankings from the written proposals, Security Federal Savings Bank and Horizon Bank were asked for in-person meetings to clarify points in their proposals and to meet personnel. These institutions were close in their rates, services, and both are active in the community. Both were willing to waive virtually all monthly and transaction fees. Both were willing to find alternatives for Invoice Cloud—the vendor that the City currently uses for water payments and which now results in a transaction fee to the City. The interest earned from Security Federal over the course of a year would be significantly greater than that earned at Horizon Bank. Clerk-Treasurer Aldrich and Mayor Werling recommended that Security Federal Savings Bank be designated as the official bank depository for the City of Delphi.

Proposed Ordinance 2021-2 *Official Bank Depository*, was introduced by title alone. Passage was moved by Cody Nelson. Second by Mike Isley. Gayle Conner asked if the City would continue with the current number of separate accounts, noting that SBOA had recommended consolidation. C-T Aldrich responded that separate account would be maintained citing ease of reconciliation as a major factor. Conner asked if there were issues with the present banking institution. Aldrich and Werling detailed some concerns. Motion carried unanimously.

Mayor Werling asked for a motion to suspend the rules and allow passage of Ordinance 2021-2 on second and third readings on the date of introduction noting that a unanimous vote would be required for that action. Spencer Kingery moved to suspend the rules. Second by Cody Nelson. Motion carried unanimously.

Spencer Kingery moved to pass Ordinance 2021-2 on second reading. Second by Cody Nelson. Motion carried unanimously.

Spencer Kingery moved to pass Ordinance 2021-2 on third and final reading. Second by Mike Isley. Motion carried unanimously.

Next was a request to advertise for additional appropriations and to set a public hearing date.

FROM	AMOUNT	TO	REASON
EDIT FUND 440	\$40,000	EDIT 444001111	Reimburse for local SBRG II Expenditures
GENERAL 101	\$227,231	RAINY DAY FUND 450	10% of prior year budget
RAINY DAY FUND 450	\$90,000	RAINY DAY 450001590	Correction for Form 3 Error

Mike Isley moved to approve the request to advertise and set a date for a public hearing. Second by Spencer Kingery. Motion carried unanimously.

Mayor Werling outlined the grant request from the City for \$250,000 for Phase III CARES Act funding through OCRA. OCRA will allow communities to offer resilience grants of up to \$10,000 to businesses. The City's grant administrator K-IRPC has indicated that Phase III will be more competitive than earlier OCRA rounds and that the City might not receive the full \$250,000 requested. Werling stated that K-IRPC needed the parameters and guidelines that Delphi would use for future SBRG rounds. By consensus, the Council agreed to extend the geographic eligibility to businesses up to one mile outside the City limits; to continue to allow for-profit and not-for-profit organizations to apply; to leave the maximum grant award at \$5,000; and to leave the number of employees at a maximum of 25 FTE.

Board Comments.

Councilman Isley indicated that Mark Mendel told him how appreciative he was for the grant and felt that business was beginning to pick up in the downtown.

Councilwoman Conner asked the name of the new bookkeeper. C-T Aldrich stated Amanda Sowders.

Clerk-Treasurer Aldrich asked for the Council's help in curbing the micromanagement of her department by one of its members. Aldrich described coming into her position in 2009 inheriting a situation where the books had not balanced for five years. Within a year or so the department was running smoothly. During her 12-year tenure as Clerk-Treasurer, Aldrich stated she has never had a bad audit from SBOA. Aldrich described her working environment as a pleasant one until the last year when her department has been under heavy scrutiny. She described the final straw as having the Council person contact Keystone—the City's financial software vendor—to confirm whether or not 2021 reports could be run prior to the 2020 being closed out. President Pro Tempore Kingery responded that the Council's responsibility was to legislate and approve the budget—not to micromanage the departments. Other supportive comments were offered.

Cody Nelson moved to adjourn. Second by Mike Isley. Without objection the meeting adjourned at 7:53 p.m.

Mayor Anita Werling

Clerk-Treasurer, Leanne Aldrich, Attest

COMMON COUNCIL
APRIL 5, 2021, 6:00 P.M.
COMMUNITY CENTER, 311 N. Washington Street

Mayor Werling called the meeting to order at 6:06 p.m. Those present rose for the pledge of allegiance.

Clerk-Treasurer Aldrich took the roll call:

Present were Gayle Conner, Sandra Flora, Mike Isley, Spencer Kingery, and Cody Nelson.

Minutes from the meeting held on March 1, 2021 were presented for approval. Gayle Conner indicated that the name Sowders was missing from the new hire by Clerk-Treasurer Aldrich. Cody Nelson moved to approve as corrected. Second by Mike Isley. Without objection the minutes as amended were approved.

REPORTS

Fire Territory Executive Board. Mayor Werling reported that the board met on March 24. The agenda called for a resolution reaffirming the 2013-7 resolution that established the Fire Protection Territory Equipment Fund and Charges for Service Runs since a fully-executed copy of that resolution had not been located. However, Melissa Darling presented the board with a fully-executed copy of Resolution 2013-7 that she had found by combing through the territory files negating the need for further action. Dan Dulin indicated he planned to talk with Dan Hedden from Baker Tilly about the mortgage.

Area Plan. Sandra Flora reported that no meeting was held in March. Five new residential permits were issued in March; twelve residential permits year-to-date.

Gayle Conner reported as liaison to the Airport. The main project in 2021 will be a fuel farm expected to cost \$500,000 to be advanced by the City and reimbursed by an FAA grant. She also indicated that the Airport Board was seeking a new member as one member has moved from the area.

Without objection, the department head reports are incorporated by reference into the minutes.

OTHER BUSINESS

Mayor Werling introduced Jake Adams, the new Executive Director of the Carroll County Economic Development Corporation who presented Council members with copies of the CCEDC Strategic Plan. Adams stated that community collaboration was a key area of focus with emphasis on engaging the public for input as plans are developing on areas such as broadband expansion, residential development, and industry attraction. He stated that multi-family development is gaining steam as the EDC talks with multiple developers and home builders. Adams invited the Council to attend a meeting on Residential TIF to be held May 5 at the Delphi United Methodist Church where this important tool for investment attraction will be discussed. He also described the Rural Opportunity Zone Initiative and the tax advantages an OZ offers to investors.

Mayor Werling reminded Council of the short meeting on Tuesday, April 6 at 6:00 p.m. at the Community Center for a public hearing on the Notice of Additional Appropriations and vote on the resolution for same.

NEW BUSINESS

Mayor Werling introduced proposed Ordinance 2021-3 *Ordering Four-Way Stop Traffic Control Devices* at the intersections of Market and Monroe Streets, Washington and Monroe Streets, and Union and

Main Streets. Cody Nelson moves to pass Ordinance 2021-3 on first reading. Second by Spencer Kingery. In the discussion following Cody Nelson applauded the idea stating these were bad intersections. Spencer Kingery was concerned about Main and Union Streets and what the plan would be to create the maximum visibility for the stop sign. He also expressed concern that traffic might back up at the eastbound stop sign with the traffic light at Washington and Main Streets. Mayor Werling said that she would get with Superintendent Lyons to research options prior to the second reading in May. Gayle Conner advised that the Fire Territory might have concerns about traffic blocking their driveway in case of fire calls. Conner also expressed concern about the truck traffic on Washington Street and whether a truck route was possible. Mayor Werling indicated that this discussion was already in the works with the new County Road Engineer Kent Schumacher and with the CCATC, and Tippecanoe Plan Department. Motion carried (5-0).

Proposed Resolution 2021-5 *Resolution Regarding Monthly Fees Charged to Wastewater Department for Meter Reading and Maintenance* was introduced to replace Resolution 1998-3 which set the fee at \$1.00 per meter per month. Mayor Werling noted that there had not been an increase since 1998 and that the per meter charge meant a calculation each month. The proposed resolution would set charge at a flat \$1,500 per month which could be reviewed from time to time. Mike Isley moved to approve Resolution 2021-5. Second by Cody Nelson. Motion carried. (5-0)

Mayor Werling asked the Council to consider providing an incentive to encourage City of Delphi employees to be vaccinated against COVID-19 indicating that many employees were reluctant to receive the vaccine for various reasons. Werling stated that the City would not mandate vaccination but that it was in the best interest of the City if as many employees as possible were vaccinated to protect each other and to minimize the risk of serious illness for those not vaccinated. Werling stated that the Association of Indiana Municipalities indicated that several communities were offering either gift cards or additions to Health Savings Accounts (HSA) as an incentive upon proof of vaccination. Neither of those options would be added to taxable income. At a department head meeting, the heads thought it might be beneficial to offer the choice of a \$100 gift card or \$100 added to the employee's HSA once they provide proof of vaccination. Werling suggested that the Wellness line item established in the 2021 budget for free gym memberships to full-time employees might also be used for this program. To date only \$2,000 of the \$5,000 budgeted has been used. Spencer Kingery asked if the City had offered incentives for the flu vaccine. Gayle Conner asked if the City would make provisions to avoid penalizing employees who could not receive the vaccination due to a doctor's order. Attorney Martin indicated that the situation was different than the flu, since COVID-19 had been declared a pandemic, the first such designation in 100 years. Martin further indicated that cities were legally able to offer incentives to encourage wellness, e.g. reduced insurance premiums for non-smokers. Cody Nelson moved to provide employees an incentive to get the COVID-19 vaccine with a choice of a \$100 gift card or a \$100 addition to their Health Savings Account upon presentation of a certification of vaccination or proof of a doctor's order to avoid vaccination. Second by Sandra Flora. Motion carried. (3-1-1) Ayes: Flora, Isley, Nelson; Nay: Conner; Abstain: Kingery.

Board Comments.

President Pro Tem Kingery asked if there was a start date for the new Police department hire. Mayor Werling responded that PERF and other tests were scheduled and review and approval by PERF was expected in the next 10 days to two weeks. Werling also indicated that the City was close to hiring a part-time contract employee as a Code Enforcement Officer. Kingery asked if that officer would be sworn in to write citations. Werling will check on procedures.

Gayle Conner indicated that a resident had contacted her about having the City share the expense of repaving an alley that serves as a driveway to two properties. Mayor Werling responded that the City of Delphi currently only paves alleys within the Central Business District. The City's normal maintenance would be to regrade the alley removing broken asphalt if necessary and laying crushed stone. If the homeowners wish to pave the alley, it must be done to City standards to withstand the weight of snowplows and other maintenance vehicles. Werling stated the City had offered to provide the stone that might be needed under the asphalt but would not share in other expenses. Conner also asked if the Firstnet phones for the prosecutor's office were still being charged to the City. Clerk-Treasurer Aldrich indicated that they were not. Conner asked if the phones had been returned to the City. Aldrich replied that Firstnet phones were provided by the vendor with a minimum charge of \$0.99. Conner asked about burial plots in Morning Heights Cemetery. Clerk-Treasurer Aldrich indicated that plots were not being sold given that it was suspected that there were many unmarked graves. Aldrich said that negotiations on acquiring adjacent land fell through a few years back. Mayor Werling suggested those might resume with the property owner. Conner also asked about the Small Business Resilience Grant reports due for March. Mayor Werling responded that all but five reports had been received and would update on the status at the next Council meeting.

Sandra Flora asked Clerk-Treasurer Aldrich if the situation reported at the last Council meeting had improved. Aldrich replied that there had not been a significant reduction in the number of requests reiterating that micromanaging and questioning outside agencies was continuing.

There being no public comments, Spencer Kingery moved to adjourn. Second by Cody Nelson. Without objection the meeting adjourned at 7:29 p.m.

Mayor Anita Werling

Clerk-Treasurer, Leanne Aldrich, Attest

COMMON COUNCIL SPECIAL MEETING
APRIL 6, 2021, 6:00 P.M.
COMMUNITY CENTER, 311 N. Washington Street

Mayor Werling called the meeting to order at 6:00 p.m. Those present rose for the pledge of allegiance.

Clerk-Treasurer Aldrich took the roll call:

Present were Gayle Conner, Sandra Flora, and Cody Nelson (By Zoom and then in-person).

Mayor Werling suspended the Council meeting at 6:01 p.m. and opened the public hearing on additional appropriations as advertised in the March 17th issue of the *Carroll County Comet*. There being no one asking to speak on the matter, the public hearing was adjourned at 6:01 p.m. and the Council meeting resumed.

NEW BUSINESS

Proposed Resolution 2021 – 4 *A Resolution Appropriating Additional Funds* was introduced by Mayor Werling to move \$313,500 from the General Fund to Rainy Day and to move \$40,000 from the Edit Fund to Edit: \$40,000. Cody Nelson moved to approve Resolution 2021 – 4. Second by Sandra Flora. Gayle Conner asked about plans for the Community Development position. Mayor Werling responded that it might be the second half of 2021 before the hire was made. Conner moved to amend the resolution and reduce the additional appropriation for EDIT from \$40,000 to \$15,000. Without a second, the amendment failed. Motion carried (3-0).

Cody Nelson moved to adjourn. Second by Sandra Flora. Without objection the meeting adjourned at 6:08 p.m.

Mayor Anita Werling

Clerk-Treasurer, Leanne Aldrich, Attest

COMMON COUNCIL
May 3, 2021, 6:00 P.M.
COMMUNITY CENTER, 311 N. Washington Street

Mayor Werling called the meeting to order at 6:06 p.m. Those present rose for the pledge of allegiance.

Clerk-Treasurer Aldrich took the roll call:

Present were Gayle Conner, Sandra Flora, Mike Isley, Spencer Kingery, and Cody Nelson (by Zoom, then in person)

Minutes from the meeting held on April 5, 2021 were presented for approval. Spencer Kingery moved to approve. Second by Mike Isley. Without objection the minutes as amended were approved.

Minutes from the special –called meeting held on April 6, 2021 were presented for approval. Sandra Flora moved to approve. Second by Mike Isley. Without objection the minutes as amended were approved.

REPORTS

Fire Territory Executive Board. Mayor Werling reported that the board met on April 28th. Chief Dulin presented an agenda and updated the board on equipment received. He reported a delay on delivery of the generator.

Area Plan. Sandra Flora reported a preliminary plat for a subdivision in Jefferson Township was denied. Mark Hammons rescinded his request to rezone the lot at Front and Market Streets owned by the Watsons after a dispute over the purchase agreement. Twelve new residential permits were issued. Year-to-date permits are valued at more than \$6 million.

Delphi Redevelopment Commission

Gayle Conner reported the DRDC set its budget for the year.

On the Airport, she reported that the board was seeking help with a derelict plane. Attorney Martin stated that she had sent certified letters to the owner's address, but he has not responded. Mayor Werling recommended that Ken Ross, consultant to the airport, be queried about lawyers familiar with FAA legal matters who might assist. Conner also stated that hangar rent for one of the tenants was more than \$6,000 in arrears.

Note: as corrected

Department Reports

Without objection, the department head reports are incorporated by reference into the minutes.

OTHER BUSINESS

Mayor Werling invited Joe Mayfield, President of Delphi Preservation Society, to update the Council. Mayfield presented to Council and Board of Works members copies of the Delphi Opera House Economic Impact Statement detailing the financial contribution to the community during the first five years of operation.

Mark Harmon was introduced as the new Code Enforcement Officer. Harmon retired from a career in corrections with the State. Since starting on April 19th Harmon has issued 54 warnings to 34 property owners for abandoned vehicles, abandoned properties, unsafe structures, tall grass and weeds, and other violations. Mayor Werling stated that the City plans to relicense the extra pool car from police to municipal so that Harmon can use that vehicle while on duty. Code enforcement software has been

purchased from GOGovApps.com. The cloud-based system will enable data and photographs to be entered via a tablet. Once up and running, Council members will be able to view the database.

OLD BUSINESS

Mayor Werling presented proposed Ordinance 2021-3 *Ordering Four-Way Stop Traffic Control Devices* at the intersections of Market and Monroe Streets, Washington and Monroe Streets, and Union and Main Streets. Mike Isley moved to pass Ordinance 2021-3 on second reading. Second by Spencer Kingery. In the discussion Spencer Kingery expressed concern about the backup of traffic at Main and Union Streets. Gayle Conner concurred and moved to amend proposed Ordinance 2021-3 to remove the Main and Union Street intersection. Second by Mike Isley. Motion carried (4-1). Ayes: Conner, Flora, Isley, Kingery; Nay: Nelson. Gayle Conner suggested making Union Street one-way eastward from Main to Front Street and one-way westward from Main to Hamilton. Mayor Werling called for the question on amended Ordinance 2021-3. Motion carried. (5-0)

NEW BUSINESS

Proposed Ordinance 2021-4 *Establishing Fund for the American Rescue Plan Act* was introduced. The fund is required to receipt and track expenses for the ARPA. The City of Delphi will receive \$610,000 over a two-year period with funds required to be spent by December 2024. Spencer Kinger moved to approve Ordinance 2021-4 on first reading. Second by Sandra Flora. Motion carried. (5-0)

Mayor Werling asked the Council to suspend the rules and pass Ordinance 2021-4 on the day of introduction. Spencer Kingery moved to suspend the rules. Second by Mike Isley. Motion carried unanimously.

Gayle Conner moved to pass Ordinance 2021-4 on second reading. Second by Cody Nelson. Motion carried. (5-0)

Gayle Conner moved to pass Ordinance 2021-4 on third and final reading. Second by Cody Nelson. Motion carried. (5-0)

It was agreed to have a joint meeting of the Board of Public Works and Safety and the Common Council to review how the ARPA Fund might be spent.

Proposed Ordinance 2021-5 *Vacating an Unused Portion of a Certain Alley and Street* was introduced. Attorney Martin provided a map of the property in question including parcels along Monroe at Pearl to the west of Save-a-Lot. Pearl Street north of Monroe would be vacated; the associated alleys would be vacated so that the owner could sell the parcels. Spencer Kingery moved to approve. Second by Mike Isley. Motion carried. (5-0)

Mayor Werling asked the Council to suspend the rules and pass Ordinance 2021-5 on the day of introduction. Gayle Conner moved to suspend the rules. Second by Sandra Flora. Motion carried unanimously.

Spencer Kingery moved to pass Ordinance 2021-5 on second reading. Second by Cody Nelson. Motion carried. (5-0)

Spencer Kingery to pass Ordinance 2021-5 on third and final reading. Second by Cody Nelson. Motion carried. (5-0)

Board Comments.

Gayle Conner asked for an update on the SBRG II; Mayor Werling stated that all final reports had been received except one; Bill's Rock Shop asked for an extension until July with the understanding that the business would not be eligible for additional funds until the report was submitted. Mike Isley noted that

some of the “blue” lights had been fixed and asked about the status of the others. Mayor Werling indicated that Duke had committed to replacing the 100 lights in Delphi that had the faulty diode. Sandra Flora encouraged all Council members to tour the Wastewater Treatment plant. Flora indicated that Dick VanSickle was very informative and that there were issues with the plant that would need to be addressed in coming months.

There being no public comments, Spencer Kingery moved to adjourn. Second by Gayle Conner. Without objection the meeting adjourned at 7:13 p.m.

Mayor Anita Werling

Clerk-Treasurer, Leanne Aldrich, Attest

COMMON COUNCIL
June 2, 2021, 6:00 P.M.
COMMUNITY CENTER, 311 N. Washington Street

Mayor Werling called the meeting to order at 6:00 p.m. Those present rose for the pledge of allegiance.

Present were Gayle Conner, Sandra Flora, Spencer Kingery, and Cody Nelson. Mike Isley was absent.

Minutes from the meeting held on April 5, 2021 were presented for approval. Spencer Kingery moved to approve. Second by Mike Isley. Without objection the minutes as amended were approved.

Mayor Werling stated the purpose of the work session was to review the rules and procedures for the next round of Small Business Resilience Grant awards. The City of Delphi recently was awarded \$250,000 from OCRA for Phase III of funding through the CARES Act for COVID-19 relief. At its last meeting, the Board of Public Works and Safety awarded the contract for administration of this grant to K-IRPC at a fee of \$6,250 leaving a balance of \$243,750 that could be awarded to local businesses.

Eligibility Guidelines

Consensus of the Council members was those businesses within the limits of the city, or within one-mile of the corporate limits, but within Carroll County could apply. The number of employees was increased from 25 full-time to 30 full-time employees. Not eligible will be government entities, not-for-profit organizations, or franchises. Businesses must have been operational in January 2021.

Application

To be considered, the application and all documentation must be submitted when the application is turned in.

Dates

Application process: begins June 8

Deadline for submission: 4:30 p.m. on June 25th

Council scoring: June 26th through July 12th

Special meeting to review and award grants: July 14th

Submission of grant applications to K-IRPC: July 15th

Scoring Rubric

Consensus to simplify the scoring into three areas with one score per area and a maximum of 100 points. The scoring criteria were not changed.

Without objection the meeting adjourned at 7:13 p.m.

Mayor Anita Werling

Clerk-Treasurer, Leanne Aldrich, Attest

COMMON COUNCIL
June 7, 2021, 6:00 P.M.
COMMUNITY CENTER, 311 N. Washington Street

Mayor Werling called the meeting to order at 6:06 p.m. Those present rose for the pledge of allegiance.

Clerk-Treasurer Aldrich took the roll call:

Present were Gayle Conner, Sandra Flora, Mike Isley, Spencer Kingery. Cody Nelson was absent.

Minutes from the meeting held on May 3, 2021 were presented for approval. Councilwoman Conner noted a spelling error and moved to approve as corrected. Second by Mike Isley. Without objection the minutes as amended were approved.

REPORTS

Fire Territory Executive Board. Mayor Werling reported that the board met on May 26th. Chief Dulin updated the board on failed attempts to get 911 Dispatch to implement mutual aid whereby neighboring fire departments would automatically be called on fire responses. Dulin reported on equipment received, a continuing delay on delivery of the generator, and other matters.

Carroll County Administrative Transportation Committee met on May 27th. Werling stated that Tippecanoe Area Plan would be working with Carroll County officials on a comprehensive transportation plan beginning soon.

Kanakee-Iroquois Regional Planning Commission met May 28th with updates from staff on finances, grant projects, and upcoming grant cycles according to Werling.

Area Plan. Sandra Flora reported on the May 25th meeting stating that rezoning requests were approved which are on the agenda. The Commission passed a resolution supporting Broadband Readiness that will be submitted to the County Commissioners.

Airport Board liaison Conner reported that the certified letter on the derelict plane had been signed for by the owner starting the clock on the rest of the process to have it removed from the airport property. She also reported that the tenant in arrears had made payment toward hangar rent.

Department Reports

Without objection, the department head reports are incorporated by reference into the minutes.

OLD BUSINESS

Mayor Werling presented proposed Ordinance 2021-3 *Ordering Four-Way Stop Traffic Control Devices* at the intersections of Market and Monroe Streets, Washington and Monroe Streets, and Union and Main Streets. Spencer Kingery moved to pass Ordinance 2021-3 as amended on third and final reading. Second by Mike Isley. Motion carried. (4-0)

NEW BUSINESS

Mayor Werling requested authorization to advertise for and to request to a public hearing for an additional appropriation for the Next Level Trails Monon High Bridge project for \$200,000 from the General Fund. By way of background, the city received a grant from DNR in 2019 to create an ADA compliant paved trail from High Bridge to Miller Park off Old Camden Road. The land for the park and the trail were donated to the City of Delphi by the Canal Association, Indiana Landmarks, and Heartland Heritage Inc. The land donations served as match for the \$1,274,939 DNR grant. \$163,000 was distributed to the city in 2019 for design and engineering work. This amount has already been spent primarily with T-Bird Engineering. The project was initially assumed to go to bid in 2020, but was delayed

due to COVID. The engineering estimate for the construction phase was \$964,000. When bids were opened at the BOW meeting on April 19th, Milestone was the only bidder coming in at \$1,766,595. During the last several weeks discussions with Milestone and DNR have netted the following:

1. Milestone agreed to change orders reducing the scope of work to the section of trail east of Veteran's Plaza; change the surface from the plaza to the far end of the farm tunnel to concrete rather than asphalt thereby obviating the need for major repairs to the tunnel;
2. DNR extended the project deadline from May 2021 to May 2022;
3. DNR agreed to the reduced scope with the understanding that the Miller Park and western section of the trail would be completed in 2022 and agreed to hold back only \$25,000 from the grant for the completion of Miller Park;

Mayor Werling indicated that the BOW earlier in the evening awarded the contract for the Monon High Bridge Trail project to Milestone contingent upon the change orders reducing the project cost to \$1,107,081.20 and contingent upon Council agreeing to advertise for an additional appropriation of \$200,000. Without the additional appropriation, the project could not move forward and the City would need to repay the \$163,000 already disbursed to the City and spent on engineering fees. In discussion Gayle Conner asked whether Deer Creek Township had been approached to contribute to the project. Mayor Werling indicated that the Township would not have budgeted for this expense and would face the same issue of requesting an additional appropriation. Conner asked why not use the Highway Relinquishment Fund for this purpose since an additional appropriation would not be required to use it. Mike Isley voiced his opinion that the project was an investment in the community and would add to increased tourism. Mayor Werling indicated that a previous council had stipulated the HRF be used as match for grants. The \$200,000 in question is not considered "match" but is to cover an overrun. Mike Isley moved to approve the request to advertise for \$200,000 additional appropriation from the General Fund and to hold a public hearing. Second by Sandra Flora. Motion carried. (3-1; Ayes: Flora, Kingery, Isley; Nay: Conner)

Resolution 2021-6 concerning Round 3 of the Small Business Resilience Grant program was presented spelling out eligibility guidelines, scoring procedures, and implementation of the SBRG III as discussed in a Council work session on June 2. Sandra Flora moved to approve. Second by Mike Isley. Motion carried. (4-0)

Proposed Ordinance 2021-6 was introduced to establish a one-way street southbound from Main Street to Front Street on South Union. Spencer Kingery moved to approve Ordinance 2021-6 on first reading. Second by Sandra Flora. Motion carried. (4-0)

Proposed Ordinance 2021-7 was introduced to establish a one-way street northbound on Union Street from Main to Franklin. Spencer Kingery moved to approve Ordinance 2021-7 on first reading. Second by Sandra Flora. Motion carried. (4-0)

Proposed Ordinance 2021-8 was presented by title alone to rezone parcels at West Monroe, 507 and 511 W. Franklin Street from Urban 2 to Local Business was introduced. Mike Isley made the motion to approve Ordinance 2021-8 on first reading. Second by Sandra Flora. Motion carried. (4-0) Mayor Werling asked the Council to suspend the rules and pass Ordinance 2021-8 on the same day as introduction. Mike Isley moved to suspend the rules. Second by Spencer Kingery. Motion carried unanimously. Spencer Kingery made the motion to approve Ordinance 2021-8 on second reading. Second by Mike Isley. Motion carried. (4-0) Sandra Flora made the motion to approve Ordinance 2021-8 on third and final reading. Second by Gayle Conner. Motion carried. (4-0)

Proposed Ordinance 2021-9 was presented by title alone to rezone parcels at 201, 205, and 209 East Franklin Street from B3 Central Business to U-2 Urban 2 was introduced. Gayle Conner made the motion to approve Ordinance 2021-9 on first reading. Second by Mike Isley. Motion carried. (4-0) Councilwoman Conner moved to suspend the rules and pass Ordinance 2021-9 on the same day as introduction. Second by Spencer Kingery. Motion carried unanimously. Gayle Conner made the motion to approve Ordinance 2021-9 on second reading. Second by Mike Isley. Motion carried. (4-0) Gayle Conner made the motion to approve Ordinance 2021-9 on third and final reading. Second by Sandra Flora. Motion carried. (4-0)

Board Comments.

Gayle Conner asked for the structural review by KJG Architecture and proposed plans for future renovations to the City Building. She also requested the drafts for the 5-year financial plans being prepared by Baker-Tilly. Mayor Werling indicated that those could be provided.

Mayor Werling indicated that Front Street from Washington to South Union Street would be closed due to construction during the CDBG Drinking Water project. She also requested council members and the public to sign up for the Reach Alert system.

There being no public comments, Gayle Conner moved to adjourn. Second by Spencer Kingery. Without objection the meeting adjourned at 6:59 p.m.

Mayor Anita Werling

Clerk-Treasurer, Leanne Aldrich, Attest

COMMON COUNCIL
July 14, 2021, 6:00 P.M.
COMMUNITY CENTER, 311 N. Washington Street

Mayor Werling called the meeting to order at 6:00 p.m. Those present rose for the pledge of allegiance.

Clerk-Treasurer Aldrich took the roll call:

Present were Gayle Conner, Sandra Flora, Spencer Kingery, and Cody Nelson were present. Mike Isley was absent.

Minutes from the meeting held on June 6, 2021 were presented for approval. Spencer Kingery moved to approve. Second by Gayle Conner. Without objection the minutes were approved.

REPORTS

Mayor Werling asked that committee reports be suspended for the evening. Without objection, department head reports were incorporated into the minutes by reference.

OLD BUSINESS

Proposed Ordinance 2021-6 to establish a one-way street southbound from Main Street to Front Street on South Union was presented for second reading. Spencer Kingery moved to approve Ordinance 2021-6 on second reading. Second by Sandra Flora. Gayle Conner indicated she had received negative comments about the one-way street. Spencer Kingery indicated that needed to make the change for safety reasons. Cody Nelson stated that he preferred the 4-way stop sign, but was okay with the decision on the one-way option. Motion carried. (4-0)

Next, proposed Ordinance 2021-7 to establish a one-way street northbound on Union Street from Main to Franklin was presented for second reading. Spencer Kingery moved to approve Ordinance 2021-7 on second reading. Second by Cody Nelson. It was agreed that the same issues exist as with the previous ordinance. Sandra Flora expressed concern that Do Not Enter signs may be hard to see. Motion carried. (4-0)

Gayle Conner moved to suspend the rules and adopt Ordinances 2021-6 and 2021-7 on third and final reading. Second by Spencer Kingery. Motion carried. (4-0)

Cody Nelson moved to approve Ordinance 2021-6 on third and final reading. Second by Gayle Conner. Motion carried. (4-0)

Spencer Kingery moved to approve Ordinance 2021-7 on third and final reading. Second by Cody Nelson. Motion carried (4-0)

NEW BUSINESS

Mayor Werling presented proposed Resolution 2021-9 to authorize the application for the State Water Infrastructure Fund grant. The City of Delphi plans to add a third clarifier to the wastewater treatment plant at a project cost of \$2,909,000. The City seeks \$1,939,430 from SWIF with a co-fund of \$969,570 from the wastewater capital improvement fund which has a current balance of \$1,537,205. Cody Nelson moved to approve. Second by Sandra Flora. Gayle Conner asked if IPC had been asked to share the cost of the clarifier. Mayor Werling indicated that they would be contacted once the outcome of the grant

application was known. Conner moved to amend the resolution to strike out reference to ARPA funds as an alternative source of match. Second by Cody Nelson. The amendment was approved. (4-0) Resolution 2021-9 as amended was approved. (4-0)

Proposed Resolution 2021-10 to authorize the transfer of funds as approved in Resolution 2021-4 passed by Council on April 6, 2021. Leanne Aldrich explained that DLGF's new guidelines for the Additional Appropriations process requires a transfer resolution as part of the audit trail. Motion carried. (4-0)

Proposed Ordinance 2021-10 Allowing Increase in Seasonal Flows for Class II Users was presented for first reading. Cody Nelson moved to approve. Second by Sandra Flora. Gayle Conner asked if rate increases first needed to be approved by Council. Mayor Werling explained that there was not proposed rate increase. This ordinance, as approved in prior years, allows for an increase in flow during the months of July through December. Ordinance 2021-10 was approved on first reading. (4-0) Spencer Kingery moved to suspend the rules to pass Ordinance 2021-10 on second and third readings. Second by Cody Nelson. Motion carried. (4-0).

Spencer Kingery moved to suspend the rules to pass Ordinance 2021-10 on second reading. Second by Cody Nelson. Motion carried. (4-0).

Cody Nelson moved to suspend the rules to pass Ordinance 2021-10 on third and final reading. Second by Spencer Kingery. Motion carried. (4-0).

A motion to approve Saturday, October 30th from 6 – 8 p.m. for Trick or Treating for Halloween in Delphi was made by Spencer Kingery. Second by Cody Nelson. Motion carries. (4-0).

By consensus the Council set the budget workshops on Monday, August 2 immediately following the Council meeting, and on Monday, August 9th at 6:00 p.m.

Small Business Resilience Grants Review

Mayor Werling indicated that 35 grant applications were received by the deadline. Scoring sheets were received from four Council members and were compiled to obtain average scores for each section and overall totals. On the question of whether to award the grant, Mac's Car Wash received "No" votes due to missing documentation. Nine other applicants had at least one question or comment. Those were:

- Artemis Color Lounge appeared to lack W-9 and Drivers License, however those were found to have been provided—consensus to award;
- Artemis Fitness with a question whether to award full amount—consensus to award full amount;
- Creative Photography by Jodi with a suggestion to award \$5,000 rather than the ask of \$1,830—consensus to award \$5,000;
- Flower Shoppe II with a question on use of grant funds—consensus that use was okay;
- Ikonix Graphix—owner has restaurant in Monticello and concern that grant monies might be spent there—consensus to award with stipulation that grant can only be used for Delphi business;
- INc Empire Consignment—one scorer found it hard to read—consensus to award;
- Morrow's Shoe Shop—question about need for grant with revenues up substantially from last year—consensus to award;
- Sassy's Hair Salon—question on use of funds—deemed appropriate and consensus to award;

- Wallmann’s Quality Foods—question regarding income verification form—full information was provided as accepted by K-IRPC at last grant cycle—consensus to award.

Gayle Conner questioned increasing one applicant’s award to the maximum without increasing the other businesses that requested less than \$5,000. Consensus to award D & J Property Management and Shelby’s Barbershop \$5,000.

Spencer Kingery moved to reject one application and to accept 34 applications and to award \$5,000 to each subject to being determined eligible for OCRA guidelines under the terms of the City’s Phase III grant. Second by Cody Nelson. Clarification that applicants not approved by OCRA would not receive grant award from the City. Motion carried. (Ayes: Flora, Kingery, Nelson; Abstain: Conner)

Council Comments.

Spencer Kingery asked the status of the building at Washington and Front streets. Mayor Werling indicated that Mark Harmon had met with the owner Ken Echols. Harmon explained that the building in unsafe and that a demolition order will be issued if a plan is not received for its restoration. Echols said he would submit a plan to raze the building within a week.

Gayle Conner expressed concern about the increase in truck traffic on Washington Street and asked that the police make this a priority. Mayor Werling indicated that a truck route was being worked on with the County Highway engineer. The question was asked when the 4-way stop at Monroe and Market Streets would be installed. Werling responded that the CCMG project on Monroe would need completion first. The contractor projects end of August for completion.

There being no public comments, Gayle Conner moved to adjourn. Second by Cody Nelson. Without objection the meeting adjourned at 7:11 p.m.

Mayor Anita Werling

Clerk-Treasurer, Leanne Aldrich, Attest

COMMON COUNCIL
August 2, 2021, 6:00 P.M.
COMMUNITY CENTER, 311 N. Washington Street

Mayor Werling called the meeting to order at 6:00 p.m. Those present rose for the pledge of allegiance.

Clerk-Treasurer Aldrich took the roll call:

Present were Gayle Conner, Sandra Flora, Mike Isley, Spencer Kingery, and Cody Nelson were present.

Minutes from the meeting held on July 14, 2021 were presented for approval. Spencer Kingery moved to approve. Second by Cody Nelson. Without objection the minutes were approved.

Mayor Werling suspended the meeting at 6:01 p.m. and opened the Public Hearing on the Additional Appropriation request for \$200,000 from the General Fund for use in the construction of the Next Level Trails project for the Monon High Bridge Trail. There being no one present wishing to speak on the topic, the public hearing was adjourned at 6:01 p.m. and the council meeting resumed.

REPORTS

Mayor Werling reported that the Fire Territory Executive Board held a joint meeting with the Township Advisory Boards on June 23rd to review the 2022 budget as presented by Dan Dulin. The individual township boards approved the budget. The Executive Board met immediately following and also voted to approve the 2022 budget. The Executive Board met on July 28 and approved the transfer of the smoke truck to Erika Draper who is forming an NFP D.A.R.T. Domestic Animal Rescue Team. The trailer will be outfitted with cages and other equipment to allow the transport of multiple animals during events such as floods, fires, etc.

The Carroll County Transportation Committee held the first meeting on a long-range transportation plan for the county. Among the items I have asked the Committee to address is a truck route to divert traffic from Washington Street in the Courthouse area.

K-IRPC's Board of Governance met on July 29 and reviewed claims, grants currently being administered by the agency, along with Head Start programming and other agency initiatives.

Sandra Flora reported that the Area Plan Commission met on July 27th passing the proposed 2022 budget and approving the Pond View subdivision. 28 site visits were conducted; permits totaling \$24,553,613 in construction have been approved year-to-date collecting \$39,626 in fees.

Gayle Conner reported that the Delphi RDC received info on Residential TIF from Baker-Tilley and reviewed the development plan for the Burnbrae Farms.

Cody Nelson reported that the Northwest Solid Waste District met to approve the 2022 budget. Mailers are being prepared to send to residents about solid waste.

Without objection, department head reports were incorporated into the minutes by reference.

OTHER BUSINESS

Diane Coghill and Randy Cox addressed the Council with concerns about the 50% match that they paid to have a sidewalk installed in front of their residence at 213 E. North Street in 2019. They asked for reimbursement of part of expense since the city has paid 100% on sidewalk replacement on Wilson Street. Mayor Werling thanked them for expressing their concern and stated that the Council would take the matter under advisement and get back to them.

UNFINISHED BUSINESS

Mayor Werling reminded Council of the request from the Carroll County Senior and Family Services that \$25 per event be paid by the City out of rental fees for the Community Center to cover cleaning and supplies. The BOW agreed that \$50 per rental would be remitted by the City to CCSFS retroactive to July 1, 2021. Cody Nelson made a motion to approve the same arrangement. Second by Gayle Conner. Motion carried. (5-0)

NEW BUSINESS

Resolution 2021-7 for the Additional Appropriation of \$200,000 from the General Fund to the Next Level Trails project was presented. Mike Isley moved to approve. Second by Cody Nelson. Gayle Conner asked about the project costs for the Monon High Bridge Trail construction for the portions of the project that were deferred pointing out that the NLT grant had been approved by a previous Council with the understanding that the City would not have to put money into the project. Mayor Werling stated that the steep increase in construction costs were being felt across the board on all construction projects. With regard to the unfinished portions of the project, the city might be able to use the Street department to do some of the work and local funds to cover part of the project costs. Motion carried. (5-0)

Resolution 2021-8 was presented to authorize the transfer of funds as approved in Resolution 2021-7. Spencer Kingery moved to approve. Second by Sandy Flora. Motion carried. (5-0)

Proposed Ordinance 2021-11, *Two-hour parking on Union Street, East Side between Main and Alley* was presented for review by Mayor Werling stating that the change from all-day parking had been requested by the Fire Territory. Cody Nelson moved to pass Ordinance 2021-11 on first reading. Second by Sandy Flora. In the discussion that followed it was proposed to extend the 2-hour parking on the east side to Franklin Street for the businesses that operate in the quarter block. Mike Isley so moved to amend Ordinance 2021-11. Second by Gayle Conner. Motion to amend carried. (5-0) Motion to approve Ordinance 2021-11 on first reading as amended carried. (5-0) Gayle Conner moved to suspend the rules and pass Ordinance 2021-11 on second and third readings. Second by Spencer Kingery. Motion carried. (5-0) Cody Nelson moved to pass Ordinance 2021-11 as amended on second reading. Second by Spencer Kingery. Motion carried. (5-0) Cody Nelson moved to pass Ordinance 2021-11 as amended on third and final reading. Second by Mike Isley. Motion carried. (5-0)

Mayor Werling asked the Council if the previously proposed date for the second budget work session of Monday, August 9 at 6:00 p.m. was still acceptable. By consensus this date was set. A public hearing for the OCRA Drinking Water project would be scheduled for that same evening.

BUDGET WORK SESSION

Mayor Werling indicated that the proposed budget, financial reports for 2020 revenue and projected 2022 revenues, fund and appropriation reports through June 2021 were included in the packet sent out before the meeting. Also included was a document laying out future initiatives and areas that the Mayor sees as priorities for the 2022 budget.

Strategies

- Growth
 - Residential Development
 - Business Development

- Establish Delphi Planning and Community Development Department
- Update Delphi Zoning, Comprehensive Land Use Plan, Transportation Plan
- Establish/implement procedures for new building permitting and inspection procedures
- Continue Code Enforcement
- Review whether to exercise two-mile fringe
- Continue road and sidewalk improvements with CCMG and sidewalk projects
 - Assess highest priority areas using GIS street/sidewalk data
 - Budget \$333,000 in matching funds for CCMG
 - Budget engineering for project assessment, construction estimates, bid docs, and inspection
- Continue wastewater analysis and planning for plant expansion
- READI grant projects, e.g. residential infrastructure, WRG pilot projects, broadband initiatives—public match would be 1:1 (ARPA for eligible expenses?)
- ROZI Initiative prospectus and marketing OZ to investors

Budget Priorities

- City Building Renovations/ Repairs/ Maintenance/
 - Add restroom(s) to second floor; temporarily relocate Police Department upstairs
 - Renovate Police & Squad Room
 - Renovate Clerk's Office
 - Renovate second floor
 - Move Water Department to Well #5
- Elected Officials
 - Bring salaries in line with similar cities/towns
- Community Development/ Planning Zoning Director
 - Full-time with benefits
 - Administer planning and zoning, site review, code enforcement
 - Maintain business inventory; Oversee Main Street
 - Project administration
- Streets
 - Truck
 - Engineering
- Police
 - Chief to Salaried position?
 - Certifications incremental pay
 - Police Car
- Legal
 - Additional legal expense possible should City need to act on power line route

ARPA Funding

- \$328K in 2021 and 2022 for total of \$657K
- Broadband Initiative? Wastewater match? Other infrastructure?

FUTURE BUSINESS AND ANNOUNCEMENTS

Mayor Werling reported on the of the Regional Economic Accelerated Development Initiative (READI). \$50 million dollars will be distributed by the State to 10 of the 18 multi-county READI groups. The City and Carroll County are participating with the Greater Lafayette Commerce READI team. Project applications are due to the State by the end of August. Carroll County is represented on the GLC READI governance board by Jake Adams of the CCEDC, Commissioner Brown, and Mayor Werling. Among the projects that Carroll County will submit will include a Regional Housing Initiative, the Burnbrae Farm Estates and a second housing development for infrastructure, Wabash River Greenway pilot projects, and a second trails project linking White and Carroll County via the Tioga Bridge. Gayle Conner moved to adjourn. Second by Spencer Kingery. Without objection the meeting adjourned at 7:55 p.m.

Mayor Anita Werling

Clerk-Treasurer, Leanne Aldrich, Attest

COMMON COUNCIL
August 9, 2021, 6:00 P.M.
COMMUNITY CENTER, 311 N. Washington Street

Mayor Werling called the special meeting to order at 6:00 p.m. Those present rose for the pledge of allegiance.

Clerk-Treasurer Aldrich took the roll call:

Present were Sandra Flora, Mike Isley, Spencer Kingery, and Cody Nelson. Gayle Conner was absent.

Mayor Werling suspended the meeting and opened the public hearing for the CDBG OCRA Drinking Water Improvement grant WW-20-102 at 6:03 p.m. Shawn Cain from K-IRPC was in attendance by Zoom. There being no one wishing to speak on the topic, the public hearing was closed at 6:03 p.m. and the Council meeting resumed.

Department heads were in attendance at the meeting to discuss the option of making their positions salaried rather than hourly. Attorney Robeson provided a brief explanation of each from the Fair Labor Standards Act. Following discussion, the consensus from department heads was that they would not object to becoming salaried if vacation, sick days, longevity pay, and other benefits were not impacted.

Chief McCain presented the concept of paying stipends to officers who obtain certifications beyond their regular training. These include Field Officer Training, Fire Arms Instructor, and others. The officers would receive \$500 per year for each certification up to a maximum of two per officer. The 2022 budget also includes adding a car which will keep the fleet up to date. The retired car can become a pool car.

Superintendent Lyons addressed his proposed budget for Street & Parks. The part-time position will be eliminated and a full-time position added. Lyons reported that he had not been able to hire a part-time employee and is hoping that making the position full time will attract better candidates. The Engineering line item was increased in recognition that the City will continue to contract with a engineering firm to prepare specifications for CCMG projects along with bid documents and project inspection. The budget also includes replacement of a 1999 Parks truck which "cannot be driven out of town." In 2023 Lyons is looking to add a ToolCat which could be used for trail maintenance as the City takes on more miles of paved trails.

Superintendents VanSickle and Myers asked to have On Call pay addressed. Presently an employee receives \$25 for a weekend with the requirement that they can reach Delphi in 30 minutes should an emergency arise. This stipend has not changed since it was instituted a few decades ago.

Departments heads were allowed to leave following discussions of their areas and the Council continued deliberations and reached consensus on the following items:

- All department heads would become salaried at \$71,000 per year;
- Hourly wages would increase by 4% with the understanding that these might be reduced during the rest of the budget cycle;
- Add a Deputy Clerk to the Wage Ordinance;
- Add \$100,000 to the Streets budget for Sidewalks (could be used to build a fund for future projects or used a match for CCMG where sidewalk elements are included);

The Council discussed the issue of residents who paid 50% match on sidewalk projects from prior years. The consensus was that reimbursement should not be considered. Policies change from time to time and that change is not retroactive.

Mayor Werling indicated that the budget numbers would be updated and sent out to Council ahead of the September 7th meeting.

There being no additional board comments or public comments, Spencer Kingery moved to adjourn. Second by Sandy Flora. Without objection the meeting adjourned at 7:55 p.m.

Mayor Anita Werling

Clerk-Treasurer, Leanne Aldrich, Attest

COMMON COUNCIL
September 7, 2021, 6:00 P.M.
COMMUNITY CENTER, 311 N. Washington Street

Mayor Werling called the meeting to order at 6:00 p.m. Those present rose for the pledge of allegiance.

Clerk-Treasurer Aldrich took the roll call:

Present were Gayle Conner, Sandra Flora, Spencer Kingery, and Cody Nelson. Mike Isley was absent.

Minutes from the meeting held on August 2, 2021 were presented for approval. Cody Nelson moved to approve. Second by Spencer Kingery. Without objection the minutes were approved.

Minutes from the special meeting and public hearing held on August 9, 2021 were presented for approval. Cody Nelson moved to approve. Second by Sandra Flora. Without objection the minutes were approved.

REPORTS

Mayor Werling reported that the Fire Territory Executive Board met on August 24. Dan Dulin reported that installation of the generator and antenna. He also reported that mutual aid was now fully implemented and tested. The smoke trailer was transferred to D.A.R.T. for use in animal rescue in the county. Dan Hedden of Baker Tilley who thought that refinancing the loan using the building as collateral might be a good option to free up the CD for other purpose with the understanding that it would not be utilized except for interest payments for the first three years. Hedden would do further research. No vote was taken.

The Carroll County Transportation Committee met on August 16 to pass a resolution on Title VI. Kent Schumacher has agreed to be the Carroll County Title VI official

Sandra Flora reported that the Area Plan Commission met on August 24th. Jake Adams presented resolutions for County Residential TIF allocation areas as well as for RTIF allocation areas in the City of Delphi. The APC voted 6-3 to table the resolution pending MOUs being approved by the school boards. APC director Kamron Yates reported lots of rezoning requests and suggested a review of county-wide zoning.

Cody Nelson reported that the Northwest Solid Waste District met to approve claims. Department reports were incorporated by reference into the minutes.

OTHER BUSINESS

Mayor Werling introduced JT Doane who has contracted with the City as the Community Development Director. Initial focus will be reestablishing the Delphi Main Street program, assisting with the development of the ROZI project prospectus, and working with a consultant to update Delphi's comprehensive plan and zoning ordinances. JT reported that he has 11½ years of experience in state and local government. He is excited about the initiatives underway in the community and looks forward to being a part of bringing projects to completion.

NEW BUSINESS

Executive Director Jake Adams presented an update on the activities underway at the Carroll County Economic Development Corporation since joining the organization in January 2021. Adams presented the proposed 2022-23 contract for services from the Carroll County Economic Development Corporation for the City of Delphi. Changes from prior year include that the contract covers a two-year period, the

population number is 3,023 and the rate per resident is \$11.50 for a total amount of \$34,764.50 per year. Cody Nelson moved to approve. Second by Spencer Kingery. Motion carried. (3-1 Ayes: Nelson, Kingery, Flora; Nay: Conner)

Mayor Werling introduced Mike Barron and Matt Mavrick from Broadway Broadband, a division of Miami-Cass REMC to present a proposal on building out a fiber network within Delphi's corporate limits. The proposed cost of \$620,840 would cover approximately 28 linear miles serviced primarily overhead on existing poles. Residential and commercial customers would be able to get service at affordable rates: 150 MB at about \$59 per month; 300 MB at about \$80 per month with no data cap. The project could be run in phases according to priorities set by the City. According to Barron, Miami-Cass REMC is a cooperative and therefore is concerned less about profit than about providing service. Mayor Werling thanked Broadway for the proposal and indicated that the City would need to send out an RFP to invite proposals from other companies before proceeding.

The next item of new business was a discussion on how the City's \$657,000 in ARP funding might be utilized. Of the four categories of spending eligible for use of the funds, it was agreed that infrastructure investment was the best fit for the City's needs. Mayor Werling indicated that the City was just wrapping up a major enhancement to water systems and was presently working with Butler Fairman & Seufert to complete a study of the wastewater treatment plant which would need a major expansion in the next few years. As a stopgap measure, the City has applied for a SWIF grant to add a clarifier to the existing plant to provide redundancy in the system to guard against failures. After discussion a consensus was that a decision on use of the ARP funding should wait for the BF&S study on the wastewater plant. The ARP funding could be used as match for future expansion. In the interim, it was agreed that the City should also proceed with an RFP on broadband buildout in the City.

Resolution 2021-11 authorizing the City to apply for an OCRA planning grant was presented for approval. The grant would fund an update to the Comprehensive Plan and zoning ordinances. No match is required for the grant. Cody Nelson moved to approve. Second by Sandra Flora. Motion carried. (3-1 Ayes: Nelson, Kingery, Flora; Abstain: Conner)

Mayor Werling introduced the Council to the BF&S GIS Manager system demonstrating how to login and navigate to the City of Delphi mapping layers for roadways, sidewalk and ramp inventory, and water system. A quick overview of features demonstrated how to turn visibility on and off for layers and feature sets and how to query the system. Gayle Conner asked if the City would be doing a sidewalk project yet in 2021. Mayor Werling responded that there was enough time to prepare specifications and get bids for 2021; the goal would be to plan projects for 2022 and beyond. Spencer Kingery and Cody Nelson indicated that during the work session additional funding was added for sidewalks to build up a fund for future projects. Mayor Werling indicated that the funds encumbered in 2020 would continue to carry over as well.

During Council comments Gayle Conner asked that the packets be sent out earlier to allow more time for review so informed decisions could be made.

Sandra Flora stated that Duke had replaced the purple light at the pole in front of her house. Mayor Werling indicated that they were in the process of replacing all of the defective bulbs throughout the city.

There being no further comments, Cody Nelson moved to adjourn. Second by Spencer Kingery. Without objection the meeting adjourned at 7:15 p.m.

Mayor Anita Werling

Clerk-Treasurer, Leanne Aldrich, Attest

COMMON COUNCIL
October 4, 2021, 6:00 P.M.
COMMUNITY CENTER, 311 N. Washington Street

Mayor Werling called the meeting to order at 6:00 p.m. Those present rose for the pledge of allegiance.

Clerk-Treasurer Aldrich took the roll call:

Present were Gayle Conner, Sandra Flora, Spencer Kingery, and Cody Nelson. Mike Isley was absent.

A quorum being present, Mayor Werling suspended the Common Council at 6:01 p.m. and opened the public hearing on the 2022 budget. There being no one wishing to speak on the matter, the public hearing was closed at 6:02 p.m. and the Common Council meeting resumed.

Minutes from the meeting held on September 7, 2021 were presented for approval. Spencer Kingery moved to approve. Second by Cody Nelson. Without objection the minutes were approved.

REPORTS

Mayor Werling requested without objection that committee and board reports be suspended due to the length of the agenda. Department reports were incorporated by reference into the minutes.

OTHER BUSINESS

Mayor Werling asked the Council to confirm availability for the special meeting of the Council on Monday, October 18, at 6:00 p.m. at the Community Center to continue consideration of the budget ordinances and other matters. Council members confirmed availability.

NEW BUSINESS

The proposed Ordinance 2021-12 for the 2022 Budget (Gateway Form 3) was presented for consideration. To initiate discussion, Spencer Kingery moved to pass the ordinance 2021-12 on first reading. Second by Cody Nelson. Mayor Werling presented each line of Form 3 for discussion:

- Rainy Day budget of \$300,000 —15% of 2021 General Budget minus encumbrances can be transferred to Rainy Day. The General 2021 budget was \$2,267,815; up to \$340,172 could be transferred from General Fund reserves to Rainy Day. No changes were recommended.
- General budget — \$2,860,669. No questions were asked about specific line items and no changes were recommended.
- Police Pension — \$14,935. No changes were recommended.
- LRS budget at \$50,000 — increased from \$15,000 in 2021 and to be used toward local patching and paving projects. No changes were recommended.
- MVH budget at \$300,000 — increased from \$134,500 in 2021 to be used as match for Community Crossings projects. No changes were recommended.
- CCI budget of \$20,000, up from \$6,300. Werling explained that this would use up the fund balance to apply toward renovations needed for the city building. No changes were recommended.
- EDIT budget of \$253,614, up from \$115,000 in 2021. The major changes are taking the Community Development position to full-time with benefits at the level of department head. This position will oversee planning activities, code enforcement and inspections. It also increases the budgets for Main Street and allows for the City to provide funding toward the Delphi RDC. No changes were recommended.

- The Fire Territory General budget of \$168,300, the Fire Territory Equipment Replacement budget of \$52,000, and the Fees and Fines Fund budget of \$8,000 were approved by the Township Advisory Boards and by the Fire Territory Executive Board. These items are pass through items to the City's budget as the fiscal agent for the Fire Territory. No changes were recommended.

Ordinance 2021-12 was passed on first reading with a vote of 4-0.

The remaining budget areas (not part of the Form 3) were presented for discussion:

- Solid Waste budget increased from \$122,700 in 2021 to \$137,500. Mayor Werling explained that trash collection expense was running higher than the revenue collected from fees. The Solid Waste Fund is projected to have a balance of about \$105,500 at the end of 2021. Trash collection services are out to public bid with sealed bid opening scheduled for the BOW meeting on October 18th. If the bids come in higher than the 10% increase budgeted for 2022, the Council may need to review the service fee charged to residents. Approved by consensus.
- Riverboat was increased from \$10,000 to \$15,000 in the 2022 budget. Approved by consensus.
- Highway Relinquishment Fund is budgeted for \$183,333 with the intent to use up the fund balance as part of match for Community Crossings grant(s). Approved by consensus.
- LoitSpecial Fund is budgeted for \$36,715 in 2022 with the intent of using the fund balance for maintenance projects including renovations to the City Building. Approved by consensus.

Proposed Ordinance 2021-13 Establishing Salaries for Elected and Appointed Officials was presented for first reading. Spenser Kingery moved to pass 2021-13 on first reading. Second by Cody Nelson. Councilwoman Conner noted a typo on the year and suggested adding "Pro Tempore" following "Common Council President." With concurrence on those amendments, Ordinance 2021-13 was passed on first reading. (4-0)

Proposed Ordinance 2021-14 Establishing Wages for Certain Employees was presented for first reading. Councilwoman Conner asked if the changes provided the 4% increase approved during a budget workshop and was assured that they did by Clerk-Treasurer Aldrich. A typo of "18" was changed to "168" in section 3 and section 6 wording was changed to add the verb "receive" after "Police officers will." After discussion on gym membership in section 9, it was agreed to leave the wording as is. With concurrence on those amendments, Ordinance 2021-14 was passed on first reading. (4-0)

Ken Remenschneider of Kimley-Horn presented the Burnbrae Farms development plan prepared by his firm at the request of the City of Delphi earlier this year. The 275 acres will go to auction on October 26 at 6:00 p.m. at the Wabash & Erie Canal Center. The tract of land is bounded by Prince William and Washington Street on the South, Riley Road on the West, the HHH on the north, and 200 N on the east. The plan shows low-density housing development in areas close to existing residential development; medium and higher density housing along with townhomes and apartment buildings are included in other areas of the project. A 35-acre medical complex on 200 N will provide medical offices along with an urgent care facility. The City and the CCEDC have been in communication with three potential providers for that service. A commercial node will provide space for a hotel, light retail, and a potential technology hub. Walking and biking trails connect the residential areas to Delphi's existing trail system and provide the quality of place that developers are looking for as they select communities for investment.

Mayor Werling indicated that no action was being requested on this topic at the meeting, but that Council would be asked at the October 18th meeting to recommend the adoption of the Burnbrae Farms

development plan as part of the comprehensive plan. Also on the agenda for October 18th would be a resolution indicating that the RTIF amendments to the economic development plan conform to the goals of the comprehensive plan.

JT Doane updated Council on proposals received from three broadband providers: Broadway Broadband (who addressed Council on September 7), BerryComm, and Mulberry. Following a summary of the proposals, the Council by consensus asked that Mulberry and BerryComm be invited to present one each at the next two meetings.

Mayor Werling reminded Council that they had held off a decision on use of the \$657,000 in ARP funding pending additional information on funding for the redundant clarifier project. Werling stated that a meeting with BF&S, IPC, the CCRDC, and the City was slated for Thursday to discuss funding of the clarifier project and the status on the system analysis for wastewater.

The final agenda item was consideration of a fourth round of grants for the Small Business Resilience Grant (SBRG) program which has \$73,750 remaining to be utilized from the OCRA Phase III COVID Relief bill; if not appropriated, the funds will be returned to the State. In discussion Council agreed by consensus to the following:

- Weighted scoring will favor businesses within the corporate limits, but allow businesses within one mile to apply;
- Weighted scoring will favor businesses with demonstrated need;
- Weighted scoring will favor businesses that have not received funding in prior rounds, or have not received full funding;
- Applications would open in mid-December with due date early January 2022; scoring and award announcement by mid-January; payment to awardees by late January, early February.

Mayor Werling agreed to provide Council with details on prior awards, draft application, and draft changes to the scoring rubric for consideration at the October 18th meeting.

There were no Council comments or requests.

Clerk-Treasurer Aldrich updated the Council on transfer of accounts from First Financial to Security Federal explaining that the process had taken longer than anticipated but was beginning to show results. In August the General fund received \$230 in interest from First Financial; after transfer to Security Federal, the General fund (with fewer dollars) earned \$1,260 in interest for September from Security Federal. Monthly processing fees were down significantly: First Financial charges for the Water fund in August and September were \$430 and \$365 respectively. The monthly fees charged by Security Federal are \$6 per account per month—a significant savings over the year.

There being no further comments, Spencer Kingery moved to adjourn. Second by Cody Nelson. Without objection the meeting adjourned at 7:20 p.m.

Mayor Anita Werling

Clerk-Treasurer, Leanne Aldrich, Attest

COMMON COUNCIL
 October 18, 2021, 6:00 P.M.
 COMMUNITY CENTER, 311 N. Washington Street

Mayor Werling called the meeting to order at 6:04 p.m. Those present rose for the pledge of allegiance.

Clerk-Treasurer Aldrich took the roll call:

Present were Sandra Flora, Mike Isley, Spencer Kingery, and Cody Nelson. Gayle Conner was absent.

Minutes from the meeting held on October 4, 2021 were presented for approval. Cody Nelson moved to approve. Second by Spencer Kingery. Without objection the minutes were approved.

OTHER BUSINESS

Mayor Werling introduced Louis Hayden as the new Code Enforcement Officer. Hayden began duties on October 13 and is reviewing the status of open complaints issued by former Code Enforcer Mark Harmon. Hayden is undergoing training on the GoGOV software purchased by the City.

Mulberry Telecommunications company was introduced by JT Doane to present their proposal to the City on supplying broadband services to the community. President Greg Maisch described the company's philosophy and tradition of service in the communities they serve. Maisch described the project in Flora where the firm expects to have their Carroll County headquarters. Mulberry Telecom would be able to begin installation in the Delphi market 1st quarter 2023 with an investment of over \$6.5 million.

UNFINISHED BUSINESS

Ordinances 2021-12, 2021-13, and 2021-14 to adopt the Budget, Salary, and Wages for 2022 were presented. Since Form 4 was not presented as Ordinance 2021-12 at the October 4th meeting, it was considered as the first reading.

Fund Name	2022 BUDGET		
	Adopted Budget	Adopted Tax Levy	Adopted Tax Rate
RAINY DAY	\$300,000	\$0	0.0000
GENERAL	\$2,860,669	\$1,298,081	1.6987
POLICE PENSION	\$14,935	\$0	0.0000
LOCAL ROAD & STREET	\$50,000	\$0	0.0000
MOTOR VEHICLE HIGHWAY	\$300,000	\$0	0.0000
CUMULATIVE CAPITAL IMP (CIG TAX)	\$20,000	\$0	0.0000
ECONOMIC DEVELOPMENT	\$253,614	\$0	0.0000
SPEC. FIRE PROTECT. TERR.-GENERAL	\$168,300	\$154,083	0.0503
SPEC. FIRE PROTECT. TERR.-EQUIP. REPL.	\$52,000	\$66,044	0.0173
	\$4,019,518	\$1,518,208	1.7663
FIRE TERR. FEES & FINES	\$8,000		
	\$8,000		

Spencer Kingery moved to approve budget Ordinance 2021-12 on first reading. Second by Mike Isley. Motion carried. (4-0)

Mayor Werling asked that Council suspend the rules to adopt Ordinance 2021-12 on second and third readings. Cody Nelson moved to suspend the rules. Second by Sandra Flora. Motion carried. (4-0) Mike Isley moved to approve Ordinance 2021-12 on second reading. Second by Cody Nelson. Motion carried. (4-0) Cody Nelson moved to approve Ordinance 2021-12 on third and final reading. Second by Spencer Kingery. Motion carried. (4-0)

Ordinance 2021-13, the Salary Ordinance for 2022, was presented with corrections noted at first reading. Cody Nelson moved to approve. Second by Mike Isley. In discussion, Tony Brooks, 101 Summit Street, was permitted to speak and protested the large increase in the Mayor's salary. Ordinance 2021-13 passed 4-0.

Ordinance 2021-14, the Wage Ordinance for 2022, was presented with corrections noted at the first reading. Mike Isley moved to approve. Second by Spencer Kingery. Motion carried. (4-0)

Mayor Werling asked that Council suspend the rules to adopt Ordinance 2021-13 and 2021-14 on third reading. Spencer Kingery moved to suspend the rules. Second by Cody Nelson. Motion carried (4-0) Cody Nelson moved to adopt Ordinance 2021-13 on third and final reading. Second by Spencer Kingery. Motion carried. (4-0) Cody Nelson moved to adopt Ordinance 2021-14 on third and final reading. Second by Mike Isley. Motion carried. (4-0)

NEW BUSINESS

Bill Niemeier representing ONRA, LLC, presented two petitions to vacate alleys on properties which are planned for development. A map showing the locations of the properties and alleys in question was presented. Petition No. 1 would vacate the north-south and east-west alleys in the six lots east of Culligan's. Mike Isley moved to vacate the alleys as detailed in Petition No. 1. Second by Cody Nelson. Motion carried. (4-0) Petition No. 2 would vacate the north-south and east-west alleys in lots bordered by US421, Hamilton, Pearl, and Monroe Streets. Cody Nelson moved to vacate the alleys as detailed in Petition No. 2. Second by Mike Isley. Motion carried. (4-0)

Resolution 2021-12 Approving the Amendment of the Economic Development Area for the establishment of a Residential TIF was presented for review. The amendments were outlined in the Declaratory Resolution passed by the Delphi Redevelopment Commission. The Area Plan Commission has ordered that the amendments conform to the comprehensive plan. Cody Nelson moved to approve Resolution 2021-12. Second by Sandra Flora. Motion carried. (4-0) Mayor Werling asked Joe Mayfield, President of the Delphi Redevelopment Commission for an update on the adoption of the RTIF. Mayfield stated that productive conversations were underway with the Delphi Consolidated School Corporation. The goal is to present the MOU and Resolution on the Residential TIF to the DCSC board on November 8. If accepted by the school board, the final step would then be for the Delphi RDC to adopt the declaratory resolution.

Mayor Werling reminded the Council of the October 4th presentation by Ken Remenschneider of Kimley-Horn of the development plan commissioned by the City of Delphi for the 275-acre tract identified as the Burnbrae Farm. The Delphi Redevelopment Commission at its October 14th meeting unanimously approved to recommend to the Area Plan Commission that the Burnbrae Farm development plan be adopted as part of the City of Delphi's section of the comprehensive plan. Werling asked the Council to consider a similar action. Mike Isley moved to recommend to the APC that the Burnbrae Farm

development plan be adopted as part of the City of Delphi's section of the comprehensive land use plan. Second by Cody Nelson. Motion carried. (4-0) Mayor Werling indicated that Attorney Robeson would draft a resolution for the APC to consider at their October 26th meeting.

Mayor Werling opened a discussion on the auction of Bowen acres on October 26th by Schrader Auctions at the Wabash & Erie Canal Center. The auction will include 13 tracts. Tracts 1-11 include the parcels which are part of the Burnbrae Farm development plan. Tract 12 is a landlocked 10-acre parcel adjacent to Riley Park. The tract must be purchased by and adjacent property owner. Tract 13 includes several tax parcels on East Main Street adjacent to Bowen Court. Due to steep slopes and flood plain, it is not likely that any of the property is buildable. Werling expressed that the City would be interested in acquiring tracts 12 and 13 as an extension of Riley Park and access to the trail system. The City would hope to work with the buyer of the entire acreage to either arrange a donation of the land or a purchase of the parcels at appraised value.

Werling stated that the City and the CCEDC have been in communication with a few of the potential bidders for the property. The City does not intend to be a bidder at the auction, but would be willing to work with the successful buyer to provide incentives to follow the development plan. For example, the City could fund the development of the site plan for the project and the preliminary engineering design for drainage and infrastructure location. It might also mean that the City would secure options to secure developers for the project working with the CCEDC. Werling asked the Council to consider setting aside a portion of the City's reserve funds toward the development of the Burnbrae Farm area and potentially other residential projects. Werling introduced Dan Hedden of Baker Tilly to present an overview of the City's reserve funds and financial health. Tables presented by Hedden indicated that the City had \$7.3 million in reserves. Allowing for six months of operating reserve, the City had a very healthy \$5.9 million in reserve. He offered that setting aside part of the reserves for development would send a signal to the successful buyer that the City was willing to be a partner to reduce the risk for the developer and ensure that the plan is implemented. Mayor Werling asked the Council to consider setting aside \$2 million. Spencer Kingery and Mike Isley indicated support at this level. Sandra Flora spoke to the critical need for residential development which all agreed upon. Cody Nelson suggested that the set aside be higher and proposed \$2.5 million.

Cody Nelson moved to authorize the City attorney to draft a resolution setting aside \$2.5 million of the City's reserves into a restricted fund for use in development of the Burnbrae Farm project. Second by Spencer Kingery. Motion carried. (4-0)

Sandra Flora said she was looking forward to the development.

Dick Bradshaw stated his opinion that reserves as high as the City's meant that citizens were paying too much in taxes. He is in favor of using those reserves for something that will benefit the community.

There being no further comments, Spencer Kingery moved to adjourn. Second by Cody Nelson. Without objection the meeting adjourned at 7:45 p.m.

Mayor Anita Werling

Clerk-Treasurer, Leanne Aldrich, Attest

COMMON COUNCIL
November 1, 2021, 6:00 P.M.
COMMUNITY CENTER, 311 N. Washington Street

Mayor Werling called the meeting to order at 6:00 p.m. Those present rose for the pledge of allegiance.

Clerk-Treasurer Aldrich took the roll call:

Present were Gayle Conner, Mike Isley, Spencer Kingery, and Cody Nelson. Sandra Flora was absent.

A quorum being present, the meeting was suspended at 6:01 p.m. and the public hearing on the OCRA planning grant was opened. Emily Albaugh from K-IRPC presented an overview of the planning grant of \$50,000 with a local match requirement of \$5,560 for a total of \$55,560. The purpose is to assist communities with strategic planning for land use, transportation, housing, parks and recreation, and other areas of impact. The application submittal is November 12 with awards announced December 7. The community can then solicit proposals from consultants for the planning process. Mayor Werling asked if anyone wished to be heard on the matter. Debbie Lowe inquired if this was a land use plan. Albaugh indicated that land use was one aspect but that economic and community development, transportation, broadband, and other aspects would be considered as well. Gayle Conner asked Albaugh to expand on the low-to-moderate income impact. Albaugh indicated that CDBG funding requires that the area being served have a 51% LMI by census data or income survey. Delphi's LMI % has previously qualified. The grant requires a local steering committee to be selected and participate in the planning process. The plan document will be review by Gerry White, the OCRA liaison for Carroll County, prior to a public hearing and adoption. Conner asked the total cost. Albaugh replied \$55,560. There being no further questions, the public hearing was closed at 6:15 p.m. and the Council meeting resumed.

Minutes from the meeting held on October 18, 2021 were presented for approval. Gayle Conner noted two corrections. Cody Nelson moved to approve as corrected. Second by Mike Isley. Without objection the minutes were approved.

REPORTS

Mayor Werling reported on the October 2th Fire Territory Executive Board meeting at which Dan Dulin briefed the board on ISO audit preparations and meetings. Consensus was given to Dulin to explore acquisition of an emergency vehicle from Logansport FD and also to present a request to the County and/or City of Delphi to fund projects with ARP dollars.

The Carroll County Administrative Transportation Committee met October focusing on review of census data.

Gayle Conner reported on the Delphi RDC met on October 19 and approved the resolution for the RTIF and approved recommending to APC that the Burnbrae Farms development plan be adopted as part of the comprehensive plan, Delphi section.

Without objection department head reports were incorporated into the minutes.

UNFINISHED BUSINESS

Broadband.

Berry Comm LLC was introduced by JT Doane to present their proposal on supplying broadband services to the community. President Cory Jobs presented Rob Ramsey who described the company's proposal. Berry Comm would create a 13-mile backbone ring around the central service area of Delphi. Equipment for customers and installation of fiber is projected at \$1,038,600 not including the \$1,500 drop per

customer. Berry Comm price to customers would be \$75 for 250 Mbps; \$119 for 1 Gig. In response to questions from Werling, Conner, and Nelson: Service area would be expanded in phase two; Project could start within 30 days of acceptance; construction within 45 days with an expected 12-18 months to completion; life expectancy of fiber is 20+ years; reliability is 99%.

Small Business Resilience Grant Program.

Discussion resulted in the following consensus concerning round IV to award the remaining \$73,500 from the OCRA COVID Phase III grant: 1) The application process will open December 13, 2021 with submission deadline of Friday, January 14, 2022 at 4:30 p.m.; Council will hold a special work session to score and determine awardees and amounts to be awarded; claims for awards will be presented to BOW on February 7, 2022 with checks available by end of the week. 2) Businesses within one mile of the City limits will be eligible, however priority will be given to those within the corporate limit with 15 points deducted from score for businesses outside of city limits; businesses that have received funding in all three previous rounds will have 15 points deducted from their score.

NEW BUSINESS

OCRA Planning Grant Authorization.

Resolution 2021-13 authorizing application for the OCRA planning grant and approving match of \$5,560 to come from EDIT Community Development fund was presented. This resolution will replace 2021-11 previously approved by Council which did not provide for match. Cody Nelson moved to approve resolution 2021-13. Second by Spencer Kingery. Motion carried. (4-0)

2022 Observed City Holidays.

Mayor Werling presented the 2022 Observed City Holiday Schedule for review.

- New Year's Day - Friday December 31st
- President's Day – Monday February 21st
- Memorial Day – Monday May 30th
- Independence Day – Monday July 4th
- Labor Day – Monday September 5th
- Veterans Day – Friday November 11th
- Thanksgiving Day – Thursday November 24th & Friday November 25th
- Christmas Eve – Friday, December 23rd
- Christmas Day – Monday, December 26th

Gayle Conner moved to approve. Second by Cody Nelson. Motion carried. (4-0)

Trash Collection Contract 2022-2023.

The agreement with Trash Kans LLC to provide curbside trash and recycling collection and spring cleanup from January 1, 2022 through December 31, 2023 was presented as approved by the BOW. Cody Nelson moved to approve the two-year contract. Second by Mike Isley. Motion carried. (4-0)

Setting 2022 Rate for Trash Collection.

Mayor Werling stated that by ordinance the trash collection rate is to be reviewed annually acknowledging that this has not been done for at least a decade. The current rate of \$10 per customer per month would result in revenue of \$108,960 for 908 residents; the annual cost will be \$14.95 per customer per month or \$162,895.20 for 908 residents for a shortfall of \$53,935 per year. At the end of September 2021, the balance in the Solid Waste Fund was \$106,348. Without an increase in the rate, that reserve would be gone in two years. Gayle Conner recommended that the city eliminate the fee and provide trash collection at no charge. Spencer Kingery moved to raise the rate to \$13.00. Second by Cody Nelson. Conner moved to table the motion. Attorney Robeson indicated that was not valid since a motion was on the table. Conner moved to amend the motion to keep the rate at \$10.00. Motion failed for lack of a second. On the question of increasing the rate to \$13.00, the motion carried. (3-1: Ayes--

Isley, Kingery, Nelson; Nay--Conner) Mayor Werling stated that an ordinance would be presented at the December meeting. A public notice of the rate increase would need to be filed and a public hearing held at the December meeting

COMMENTS

Gayle Conner expressed her opinion that Mayor Werling had bid on parcel #12 at the Bowen Acres auction on October 26th on behalf of the City without prior approval from Council. Conner indicated that she had reviewed the video from the October 18th Council meeting and did not find that specific permission had been sought for the City to bid on the parcel. Conner stated her opinion that a formal resolution would have been required for the city to purchase. She stated that the auction company showed that Leanne Aldrich had registered for bid number 42 that Mayor Werling used but that the City of Delphi was not registered. Leanne Aldrich stated that she had registered as Leanne Aldrich, Clerk-Treasurer, City of Delphi. Mayor Werling stated that no purchase had been made. Attorney Robeson indicated that had a bid been successful, a purchase agreement would have been brought to the Council or BOW for approval.

Conner moved to adjourn. Mayor Werling asked if other council members had comments. Mike Isley stated that he was in support of the actions of the Mayor and Clerk-Treasurer. Conner expressed her opinion that laws had been broken.

There being no further comments, Cody Nelson seconded the motion to adjourn. Without objection the meeting adjourned at 7:29 p.m.

Mayor Anita Werling

Clerk-Treasurer, Leanne Aldrich, Attest

COMMON COUNCIL
November 1, 2021, 6:00 P.M.
COMMUNITY CENTER, 311 N. Washington Street

Mayor Werling called the meeting to order at 6:00 p.m. Those present rose for the pledge of allegiance.

Clerk-Treasurer Aldrich took the roll call:

Present were Gayle Conner, Mike Isley, Spencer Kingery, and Cody Nelson. Sandra Flora was absent.

A quorum being present, the meeting was suspended at 6:01 p.m. and the public hearing on the OCRA planning grant was opened. Emily Albaugh from K-IRPC presented an overview of the planning grant of \$50,000 with a local match requirement of \$5,560 for a total of \$55,560. The purpose is to assist communities with strategic planning for land use, transportation, housing, parks and recreation, and other areas of impact. The application submittal is November 12 with awards announced December 7. The community can then solicit proposals from consultants for the planning process. Mayor Werling asked if anyone wished to be heard on the matter. Debbie Lowe inquired if this was a land use plan. Albaugh indicated that land use was one aspect but that economic and community development, transportation, broadband, and other aspects would be considered as well. Gayle Conner asked Albaugh to expand on the low-to-moderate income impact. Albaugh indicated that CDBG funding requires that the area being served have a 51% LMI by census data or income survey. Delphi's LMI % has previously qualified. The grant requires a local steering committee to be selected and participate in the planning process. The plan document will be review by Gerry White, the OCRA liaison for Carroll County, prior to a public hearing and adoption. Conner asked the total cost. Albaugh replied \$55,560. There being no further questions, the public hearing was closed at 6:15 p.m. and the Council meeting resumed.

Minutes from the meeting held on October 18, 2021 were presented for approval. Gayle Conner noted two corrections. Cody Nelson moved to approve as corrected. Second by Mike Isley. Without objection the minutes were approved.

REPORTS

Mayor Werling reported on the October 2th Fire Territory Executive Board meeting at which Dan Dulin briefed the board on ISO audit preparations and meetings. Consensus was given to Dulin to explore acquisition of an emergency vehicle from Logansport FD and also to present a request to the County and/or City of Delphi to fund projects with ARP dollars.

The Carroll County Administrative Transportation Committee met October focusing on review of census data.

Gayle Conner reported on the Delphi RDC met on October 19 and approved the resolution for the RTIF and approved recommending to APC that the Burnbrae Farms development plan be adopted as part of the comprehensive plan, Delphi section.

Without objection department head reports were incorporated into the minutes.

UNFINISHED BUSINESS

Broadband.

Berry Comm LLC was introduced by JT Doane to present their proposal on supplying broadband services to the community. President Cory Jobs presented Rob Ramsey who described the company's proposal. Berry Comm would create a 13-mile backbone ring around the central service area of Delphi. Equipment for customers and installation of fiber is projected at \$1,038,600 not including the \$1,500 drop per

customer. Berry Comm price to customers would be \$75 for 250 Mbps; \$119 for 1 Gig. In response to questions from Werling, Conner, and Nelson: Service area would be expanded in phase two; Project could start within 30 days of acceptance; construction within 45 days with an expected 12-18 months to completion; life expectancy of fiber is 20+ years; reliability is 99%.

Small Business Resilience Grant Program.

Discussion resulted in the following consensus concerning round IV to award the remaining \$73,500 from the OCRA COVID Phase III grant: 1) The application process will open December 13, 2021 with submission deadline of Friday, January 14, 2022 at 4:30 p.m.; Council will hold a special work session to score and determine awardees and amounts to be awarded; claims for awards will be presented to BOW on February 7, 2022 with checks available by end of the week. 2) Businesses within one mile of the City limits will be eligible, however priority will be given to those within the corporate limit with 15 points deducted from score for businesses outside of city limits; businesses that have received funding in all three previous rounds will have 15 points deducted from their score.

NEW BUSINESS

OCRA Planning Grant Authorization.

Resolution 2021-13 authorizing application for the OCRA planning grant and approving match of \$5,560 to come from EDIT Community Development fund was presented. This resolution will replace 2021-11 previously approved by Council which did not provide for match. Cody Nelson moved to approve resolution 2021-13. Second by Spencer Kingery. Motion carried. (4-0)

2022 Observed City Holidays.

Mayor Werling presented the 2022 Observed City Holiday Schedule for review.

- New Year's Day - Friday December 31st
- President's Day – Monday February 21st
- Memorial Day – Monday May 30th
- Independence Day – Monday July 4th
- Labor Day – Monday September 5th
- Veterans Day – Friday November 11th
- Thanksgiving Day – Thursday November 24th & Friday November 25th
- Christmas Eve – Friday, December 23rd
- Christmas Day – Monday, December 26th

Gayle Conner moved to approve. Second by Cody Nelson. Motion carried. (4-0)

Trash Collection Contract 2022-2023.

The agreement with Trash Kans LLC to provide curbside trash and recycling collection and spring cleanup from January 1, 2022 through December 31, 2023 was presented as approved by the BOW. Cody Nelson moved to approve the two-year contract. Second by Mike Isley. Motion carried. (4-0)

Setting 2022 Rate for Trash Collection.

Mayor Werling stated that by ordinance the trash collection rate is to be reviewed annually acknowledging that this has not been done for at least a decade. The current rate of \$10 per customer per month would result in revenue of \$108,960 for 908 residents; the annual cost will be \$14.95 per customer per month or \$162,895.20 for 908 residents for a shortfall of \$53,935 per year. At the end of September 2021, the balance in the Solid Waste Fund was \$106,348. Without an increase in the rate, that reserve would be gone in two years. Gayle Conner recommended that the city eliminate the fee and provide trash collection at no charge. Spencer Kingery moved to raise the rate to \$13.00. Second by Cody Nelson. Conner moved to table the motion. Attorney Robeson indicated that was not valid since a motion was on the table. Conner moved to amend the motion to keep the rate at \$10.00. Motion failed for lack of a second. On the question of increasing the rate to \$13.00, the motion carried. (3-1: Ayes--

Isley, Kingery, Nelson; Nay--Conner) Mayor Werling stated that an ordinance would be presented at the December meeting. A public notice of the rate increase would need to be filed and a public hearing held at the December meeting

COMMENTS

Gayle Conner expressed her opinion that Mayor Werling had bid on parcel #12 at the Bowen Acres auction on October 26th on behalf of the City without prior approval from Council. Conner indicated that she had reviewed the video from the October 18th Council meeting and did not find that specific permission had been sought for the City to bid on the parcel. Conner stated her opinion that a formal resolution would have been required for the city to purchase. She stated that the auction company showed that Leanne Aldrich had registered for bid number 42 that Mayor Werling used but that the City of Delphi was not registered. Leanne Aldrich stated that she had registered as Leanne Aldrich, Clerk-Treasurer, City of Delphi. Mayor Werling stated that no purchase had been made. Attorney Robeson indicated that had a bid been successful, a purchase agreement would have been brought to the Council or BOW for approval.

Conner moved to adjourn. Mayor Werling asked if other council members had comments. Mike Isley stated that he was in support of the actions of the Mayor and Clerk-Treasurer. Conner expressed her opinion that laws had been broken.

There being no further comments, Cody Nelson seconded the motion to adjourn. Without objection the meeting adjourned at 7:29 p.m.

Mayor Anita Werling

Clerk-Treasurer, Leanne Aldrich, Attest

COMMON COUNCIL
December 6, 2021, 6:00 P.M.
COMMUNITY CENTER, 311 N. Washington Street

Mayor Werling called the meeting to order at 6:06 p.m. Those present rose for the pledge of allegiance.

Clerk-Treasurer Aldrich took the roll call:

Present were Gayle Conner, Mike Isley, Spencer Kingery, and Cody Nelson. Sandra Flora was absent.

A quorum being present, the meeting was suspended at 6:07 p.m. and the public hearing on the proposed increase in the rate for curbside trash and recycling collection from \$10.00 to \$13.00 per month. There being no one wishing to speak on the matter, the public hearing was closed at 6:08 p.m. and the Council meeting resumed.

Minutes from the meeting held on November 1, 2021 were presented for approval. Gayle Conner noted two corrections. Cody Nelson moved to approve. Second by Mike Isley. Without objection the minutes were approved.

REPORTS

Mayor Werling reported on the October 2th Fire Territory Executive Board meeting for November and December will be held December 8th.

The Carroll County Administrative Transportation Committee met in person focusing on review of survey questions for community input and census data.

Reporting on Area Plan Commission, Kamron Yates reported 40 new dwellings for the year. Family Dollar construction was progressing in Delphi.

Gayle Conner reported on the Delphi RDC was waiting for the MOU with the DCSC school board. The Airport Board had advertised for bids for a derelict plane on the grounds.

Cody Nelson indicated that the Northwest Solid Waste District meeting would be coming up.

Without objection department head reports were incorporated into the minutes.

UNFINISHED BUSINESS

Broadband.

JT Doane recapped that the Council had heard proposals from three providers of broadband services.

Doane recommended that the Council enter into an agreement with Broadway Broadband and that ARPA funds be utilized for installation. Councilwoman Conner suggested that any agreement stipulate that the entire City would be covered, period of time that rates will be held, and cost to customer.

Councilman Nelson asked what the cost to hookup would be for each resident. Doane will arrange a meeting with Broadway to get clarification on these items as well as references from existing customers.

Gayle Conner moved to designate ARPA funds for broadband installation. Second by Cody Nelson.

Motion carried. (4-0)

Proposed Resolution 2021-14 was presented to set aside \$2.5 million of reserves in a restricted fund to incentivize residential development in the Burnbrae Farms area. Spencer Kingery moved to approve. Second by Cody Nelson. Gayle Conner asked what the funds could be used for. Mayor Werling responded that surveying, drainage studies, preliminary engineering, designating phase I development and infrastructure planning were among expenses that could be considered. Spencer Kingery wanted

reassurance that the owner would not get City dollars and then not follow the development plan. Werling responded that a letter of intent and/or memorandum of understanding would be required with the owner before any funds could be committed. Motion carried. (3-1 Ayes: Isley, Kingery, Nelson; Nay: Conner)

NEW BUSINESS

Proposed Ordinance 2021-15 setting the rate for trash collection was presented setting the monthly rate for curbside trash and recycling pickup at \$13.00. Mike Isley moved to pass Ordinance 2021-15 on first reading. Second by Cody Nelson. Gayle Conner reiterated her desire that trash collection be free. Cody Nelson reiterated his position that the City dollars could be better used for projects. Motion carried. (3-1 Ayes: Isley, Kingery, Nelson; Nay: Conner)

Proposed Ordinance 2021-16 was presented to adopt State purchasing policy. Cody Nelson moved to pass Ordinance 2021-16 on first reading. Second by Mike Isley. Conner indicated that the Council in 2012 voted more restrictive purchasing authority that allowed the coffers of the City to increase since then. When asked by Conner for reasons to change current policy, Mayor Werling offered that the department heads were all seasoned professionals accustomed to managing their budgets. Requiring three quotes for purchases over \$5,000 caused delays and additional costs for routine projects. The Council approved the budget and department heads should be allowed leeway to spend within those budgeted amounts. Should budgets be exceeded, Council would need to approve an additional appropriation of funds and transfers. Conner suggested tabling the matter to allow more time for research. Werling noted this was just the first reading and there would be two more opportunities to modify the ordinance. Ordinance 2021-16 passed on first reading. (3-0-1 Ayes: Isley, Kingery, Nelson; Abstain: Conner)

Proposed Ordinance 2021-17 to rezone properties on North Market Street from Industrial to Urban I was presented with a favorable recommendation from the Area Plan Commission. Cody Nelson moved to approve on first reading. Second by Spencer Kingery. Motion carried. (4-0)
 Spencer Kingery moved to suspend the rules to allow passage of Ordinance 2021-17 on second and third readings. Second by Cody Nelson. Motion carried. (4-0)
 Mike Isley moved to pass Ordinance 2021-17 on second reading. Second by Cody Nelson. Motion carried. (4-0)
 Spencer Kingery moved to pass Ordinance 2021-17 on third and final reading. Second by Cody Nelson. Motion carried. (4-0)

Resolution 2021-15 to set the schedule for 2022 Council meetings was introduced. Cody Nelson moved to approve. Second by Mike Isley. Motion carried. (4-0)

2022 Council Meetings

Monday, January 3, 6:00 p.m.	Tuesday, July 5, 6:00 p.m.
Monday, February 7, 6:00 p.m.	Monday, August 1, 6:00 p.m.
Monday, March 7, 6:00 p.m.	Tuesday, September 6, 6:00 p.m.
Monday, April 4, 6:00 p.m.	Monday, October 3, 6:00 p.m.
Monday, May 2, 6:00 p.m.	Monday, November 7, 6:00 p.m.
Monday, June 6, 6:00 p.m.	Monday, December 5, 6:00 p.m.

Mayor Werling presented a signed letter of intent between the City of Delphi and Ryan Brown who wishes to donate a portion of his property on which the Centennial Marker and Monument are located. The City would pay to have a survey that will separate about .3 acres to include the monument and access to the Monon High Bridge Trail. An easement on the vacated section of Old Camden Road will also be donated. The City will pay to connect Mr. Brown's residence to the sewer system, the surveying costs, and expenses related to deed and easements. Gayle Conner moved that the City accept the donation of the property under the terms of the letter of intent. Second by Cody Nelson. Motion carried. (4-0)

Presented for information only were route maps and documents from Wabash Valley Power Association requesting easements on two City of Delphi parcels — one near Miller Park on the Monon High Bridge Trail and the second on East Main Street at the entrance to SR25. The Mayor and Miriam Robeson will meet with Brian Anderson of WVPA on December 15th to discuss the route and the appraisals for the options offered on the easement. Actionable items will likely be on the December 20th agenda. The City would have preferred a different route that would have kept the transmission line on the other side of SR25. While the City could fight the route, WVPA could exercise eminent domain and would likely win after much expense to the City in fighting it.

COMMENTS

Spencer Kingery asked about the status of the Small Business Resilience Grants Round IV. Mayor Werling replied that the application had been updated and posted on the City's website and a press release sent to the Comet. Notifications will be sent via Facebook and email to previous applicants.

Gayle Conner asked about the schedule for the Comprehensive Plan for which the City applied to OCRA for a grant. Werling replied that the announcement was expected December 7 and that requests for proposals from consulting firms would need to be sent out. The process was not likely to get underway until January 2022. A steering committee will be formed to assist with the project and community input will be gathered at several public meetings.

Richard Hawkins at 306 Armory Road complained about the number of vehicles speeding on Armory Road in the school zone. Chief McCain and Superintendent Lyons discussed measures to improve the compliance in the school zone.

Tony Brooks on Summit Street expressed his opinion that the \$2.5 million could be used for better purpose. Complained about a lawnmower driven as a vehicle on East Main Street and throughout town. Sharon Milburn at 304 Armory Road said that the former police chief said that he could issue warnings to drivers based on photographs. Chief McCain stated that was not possible within code.

JT Doane recommended a sign that shows your speed to which others responded that one already was there.

Gayle Conner recommended speed bumps be installed on Armory Road in the school zone.

There being no further comments, Cody Nelson moved to adjourn. Second by Mike Isley. Without objection, the meeting adjourned at 7:29 p.m.

Mayor Anita Werling

Clerk-Treasurer, Leanne Aldrich, Attest

COMMON COUNCIL
December 20, 2021, 6:00 P.M.
COMMUNITY CENTER, 311 N. Washington Street

Mayor Werling called the meeting to order at 6:10 p.m. Those present rose for the pledge of allegiance.

Clerk-Treasurer Aldrich took the roll call:

Present were Gayle Conner, Sandra Flora, and Cody Nelson. Mike Isley and Spencer Kingery were absent.

Minutes from the meeting held on December 6, 2021 were presented for approval. Cody Nelson moved to approve. Second by Gayle Conner. Without objection the minutes were approved.

REPORTS

Cody Nelson indicated that the Northwest Solid Waste District had met to approve the 2022 budget.

UNFINISHED BUSINESS

JT Doane reported that he, Miriam Robeson, and the Mayor had met with representatives from Broadway Broadband to confirm responses to the questions asked by Council members at the December 6th meeting regarding service, pricing, and installation charges. He also reported on calls made to existing customers regarding Broadway Broadband service — consensus from existing customers was positive regarding service, communications, reliability. Cody Nelson moved to pursue an agreement for broadband installation and operation with Broadway Broadband. Second by Gayle Conner. Motion carried. (3-0)

Proposed Ordinance 2021-15 setting the rate for trash collection was presented setting the monthly rate for curbside trash and recycling pickup at \$13.00 was presented for second reading. Cody Nelson moved to pass. Second by Sandra Flora. Motion carried. (2-1 Ayes: Flora, Nelson; Nay: Conner)

Proposed Ordinance 2021-16 to adopt State purchasing policy was presented on second reading. Gayle Conner moved to pass. Second by Cody Nelson. Motion carried. (3-0)

Gayle Conner moved to suspend the rules to allow passage of Ordinance 2021-16 on third and final reading. Second by Cody Nelson. Motion carried. (3-0)

Cody Nelson moved to pass Ordinance 2021-16 on third and final reading. Second by Sandra Flora. Motion carried. (3-0)

NEW BUSINESS

Resolution 2021-16 to transfer \$256,422.30 of unobligated 2020 funds from General Fund to Rainy Day was presented. Cody Nelson moved to approve. Second by Sandra Flora. Gayle Conner asked to add the word "Fund" to Rainy Day. Without objection by Nelson or Flora to that amendment, the motion carried. (3-0)

Clerk-Treasurer Aldrich presented the following encumbrances to be forwarded from 2021 to the 2022 budget stating that the required documentation of invoice or contract had been met.

FIRE TERRITORY

428001444 Fire Territory Equipment O's Custom Hose \$4,772.40

For: Fire Hose

STREET AND PARKS

202001430 LRS Paving Bright Line Striping \$1,930.00

For: Striping on Union Street for the proposed one way.

401001420 CCI Improvements Todal Fence LLC \$1,862.33

For: Wrought iron fence to be installed around the generator at the City Building.

CITY BUILDING

101002360 City Building – Misc. Repairs Knox Services \$17,221.00

For: Partial roof replacement/Masonry Repair

Cody Nelson moved to accept the encumbrances into the minutes. Second by Sandra Flora. Motion carried. (3-0)

The following transfers were presented by Clerk-Treasurer Aldrich stating that some were due to there being a 27th pay period in 2021. The transfers were presented and signed off on by department heads.

Department	From	Description	To	Description	Amount	Reason
General	101001314	G-ATTORNEY-COUNCIL	101001310	G-ATTORNEY	\$2,500.00	Cover Overage
	101001312	G-ENGINEER – CONSULTING	101001310	G-ATTORNEY	\$1,617.81	Cover Overage
	101001350	G-UTILITIES-STREET LIGHTS	101001321	G-TELEPHONE	\$1,550.00	Cover Overage
	101001322	G-COMPUTERS	101001360	G-MAINTENANCE -MISC	\$262.50	Cover Overage
City Building	101002360	CITYBLDG-MISC-REPAIRS	101002111	CITYBLDG-ADMIN. ASSIST	\$446.32	Cover 27 th Pay
Clerk's Office	101004112	CLERK-BOOKKEEPER	10100411	CLERK-UTILITY CLERK	\$185.40	Cover 27 th Pay
Police Dept	101005113	POLICE-PATROLMAN 1ST CLASS	101005115	POLICE-PROBATIONARY OFFICER	\$28,422.03	
	101005113	POLICE-PATROLMAN 1ST CLASS	101005111	POLICE- CHIEF OF POLICE	\$ 2,296.04	Cover 27 th Pay
	101005113	POLICE-PATROLMAN 1ST CLASS	101005112	POLICE – SERGEANT	\$ 1,544.25	Cover 27 th Pay
	101005113	POLICE-PATROLMAN 1ST CLASS	101005130	POLICE-OVERTIME	\$ 14.27	Cover Overage
	101005113	POLICE-PATROLMAN 1ST CLASS	101005131	POLICE-PART TIME	\$ 2,400.00	Cover Overage
	101005113	POLICE-PATROLMAN 1ST CLASS	101005111	POLICE- CHIEF OF POLICE	\$ 8,000.00	Comp Payout
	101005313	POLICE-TRAINING	101005111	POLICE- CHIEF OF POLICE	\$ 5,119.30	Comp & Vac Payout
Street & Parks	101008113	ST&P -PARTTIME	101008115	ST&P SUMMER EMPLOYEES	\$ 85.47	Cover Overage
	101008113	ST&P -PARTTIME	101008111	ST&P -SUPERINTENDENT	\$ 1,738.35	Cover 27 th Pay
	101008112	ST&P -FULLTIME	101008114	ST&P -OVERTIME/ON CALL	\$ 7,200.00	Cover Overage
	101008112	ST&P -FULLTIME	101008111	ST&P – SUPERINTENDENT	\$ 5,135.68	Comp & Vac Payout
Airport	101013341	AIRPORT-LIABILITY INSURANCE	101013340	AIRPORT-BUILDINGS INSURANCE	\$ 73.00	Cover Overage
	101013352	AIRPORT-GAS-PROPANE	101013351	AIRPORT-ELECTRIC	\$ 49.85	Cover Overage
Fire Territory	427001311	FIRE TERR-SCHOOLING	427001341	FIRE TERR-EQUIP & LIABILITY INS.	\$ 1,500.00	Cover Portion of Overage
	427001343	FIRE TERR/DEATH,DISABILITY	427001341	FIRE TERR- EQUIP & Liability ins.	\$ 1,000.00	Balance of Overage
	427001241	FIRE TERR- MISC SUPPLIES	427001242	FIRE TERR – GEAR	\$ 1,400.00	Cover Overage
	427001353	FIRE TERR-COMPUTER/MAINT	427001360	FIRE TERR – RADIO MAINTANCE	\$ 585.00	Cover Overage
	427001111	FIRE TERR-FIREMAN	427001122	FIRE TERR – FIREFIGHTER RUNS	\$ 68.71	Cover Overage

Gayle Conner moved to accept the transfers into the minutes. Second by Cody Nelson. Motion carried. (3-0)

Proposed Ordinance 2021-18 Governing Electronic Meetings was presented for consideration. Cody Nelson moved to approve passage of Ordinance 2021-18 on first reading. Second by Gayle Conner. Conner noted typos and an omission to the ordinance. Cody agreed to amend with Conner's corrections. Motion carried. (3-0)

Gayle Conner moved to suspend the rules to allow passage of Ordinance 2021-18 on second and third readings. Second by Cody Nelson. Motion carried. (3-0)

Cody Nelson moved to pass Ordinance 2021-18 on second reading. Second by Gayle Conner. Motion carried. (3-0)

Cody Nelson moved to pass Ordinance 2021-18 on third and final reading. Second by Gayle Conner. Motion carried. (3-0)

MISCELLANEOUS BUSINESS

Mayor Werling provided an update on a meeting with Wabash Valley Power Association to discuss the South Delphi transmission line. After learning that the offer letters were based on comps and not an appraisal, attorney Robeson informed WVPA that City policy required an appraisal be ordered at the expense of WVPA. Once available, the City could order a second appraisal at the City's expense. Once further information is available, the offer letter will be presented to BOW and Council for approval. That is not expected to occur before the February 7th meeting.

COMMENTS

Gayle Conner asked if the encumbrance for pavement striping related to the proposed One-Way Street designations on Union Street off East Main. After affirmation, she asked if the Council could rescind an ordinance questioning the increased traffic that might be redirected to the area of the library. Conner also asked if a truck route was in the works to divert traffic from the downtown. Mayor Werling indicated that this was part of the planning underway for the Carroll County Comprehensive Transportation plan under the Carroll County Administrative Transportation Committee assisted by Tippecanoe Area Plan.

Cody Nelson asked Leanne Aldrich about the SBOA audit just completed. Aldrich stated that details of the report could not be discussed until the audit was released to the public by SBOA but that it was determined to generally be a clean audit.

There being no further comments, Cody Nelson moved to adjourn. Second by Gayle Conner. Without objection, the meeting adjourned at 7:07 p.m.

Mayor Anita Werling

Clerk-Treasurer, Leanne Aldrich, Attest