

October 14, 2025, 7:00 P.M.

Denny Richardson, Council President, opened the monthly Town Council meeting. Denny led in the Pledge of Allegiance to the Flag. Roll call was taken and present besides Denny were Jo Temple, Council Vice-President; David Miller, Council Member; Mary Richardson, Clerk-Treasurer; Paul Sembach, Utilities Supervisor-Operator; and Geoffrey Wesling, Town Attorney. Chris Reynolds, Marshal, and Brayton Buckley, Code Enforcement Officer, were absent. An attendance sheet was made available for non-officers and citizens.

Denny then opened the first public hearing for the proposed 2025-10 Ordinance Concerning Public Records. Denny stated anyone wanting to comment should go to the podium and state their name and if they are commenting in favor or against the proposed ordinance. Each person was allowed three minutes and must sign the meeting sign-up sheet. There were no questions or comments.

It was explained that the ordinance will eliminate commercial bulk requests that put a strain on the town to provide requested documents.

There were no questions or comments regarding the proposed 2025-7 Ordinance.

A motion was made by David Miller and seconded by Jo Temple to close the public hearing. Approval was unanimous.

Denny reopened the council meeting.

A motion was made by David Miller and seconded by Jo Temple to approve the September 8, 2025 council meeting and public hearing minutes. Approval was unanimous.

A motion was made by David Miller and seconded by Jo Temple to approve the Allowance of Payroll Accounts Payable Vouchers and the Register of Accounts Payable Vouchers. Approval was unanimous.

|                            |            |                               |             |
|----------------------------|------------|-------------------------------|-------------|
| General Fund               | \$8,670.22 | Water Utility Operating Fund  | \$8,493.43  |
| Motor Vehicle Highway Fund | \$194.13   | Sewage Utility Operating Fund | \$4,509.28  |
| Park Fund                  | \$255.67   | Payroll Fund                  | \$6,982.68  |
|                            | \$8,493.43 | Total                         | \$29,105.41 |

#### Unfinished Business

There were no updates regarding the water utility improvement project.

A motion was made by David Miller and seconded by Jo Temple to approve 2025-7 Ordinance Concerning Public Records. Approval was unanimous.

Mary recommended that the trash/burning ordinance discussion be tabled until spring. Fayette County has a streetscape requirement for visual compatibility and Rush County is in the process of revising the zoning ordinance. If there are any burning issues including leaves, the IDEM requirements can be considered. The Council agreed to table the ordinance discussion until March 2026.

Mary questioned if our current trash ordinance covers people not leaving the trash bins in the street. It states that no trash shall be placed for pickup, outside of residence or business, not more than twelve (12) hours prior to scheduled pick-up time.

The Council agreed to table the trash ordinance revision. Brayton Buckley stated he cannot enforce the current ordinance unless he addresses the 12-hour requirement. The Council agreed that time period

should be longer. Mary stated that she was concerned with a driver hitting the bins. Jo Temple stated that the property owner would be responsible in this situation. No action was taken.

Denny stated that he has been unsuccessful in contacting a vendor to provide stone for the fire station and lagoon driveway. It was determined that three loads of stone will be needed. Denny will follow up.

Chris Reynolds and Brayton Buckley worked on the police vehicle. Chris suggested the vehicle be replaced. Mary stated she has money budgeted for 2026 but would like to file for a grant in the spring. Chris said they should be able to work with that timeline.

Mary suggested that Denny and her work on getting the key box ready and determine what keys are necessary. Then Denny and Paul can work on replacing any needed keys or obtaining new ones. The Council agreed.

Paul Sembach stated he has received two quotes for the water tower inspection. A motion was made by David Miller and seconded by Denny Richardson to authorize Paul Sembach to contract with the current lowest bidder unless another quote is less. Approval was unanimous.

Geoffrey Wesling stated he contacted the Fayette County Area Plan Director. A petition is needed from Glenwood for Fayette County to cover zoning in Glenwood. Geoff stated he will follow up with the Rush County Area Plan Director again.

Mary stated that she posted a notice of the upcoming October 18 clean-up day on the utility bills and the website. Notices were also posted at the Town Hall and Post Office bulletin boards.

Mary recommended that the Council purchase the quoted Canon printer/scanner and installation from Mission MSP. She noted that previously town hall printers were purchased from a store and internally installed. However, Mary has been concerned that she does not have a backup for the HP printer she uses which is probably 15-20 years old. It prints quickly which is good for utility bills and bulk printing. It does not have color but that is ok as what little is needed can be handled at town hall. The quoted printer description would provide an appropriate backup.

As for the two computer quotes from Mission MSP and Herbert's computer service, Mary recommended the computer be purchased from Herbert even though the cost is slightly higher. Mary said that Herbert will not handle the town's IT needs unless the computers are purchased from him. Mary is responsible for all town records and is very comfortable with the current 24/7 computer monitoring which costs less than \$300 annually. Mary seldom needs IT assistance and has only paid \$170 so far this year. As for the camera assistance, Verkada provides software customer service and she handles saving the meeting videos and posting them on the website. Mary also takes care of the website and seldom requires the website company's assistance. Mary does recommend that the Council considering Mission MSP for camera hardware assistance when needed.

A motion was made by David Miller and seconded by Jo Temple to purchase the Canon printer/scanner from MSP for the quoted \$624.66 plus \$152.50 labor. Approval was unanimous.

The new computer purchase and IT service was tabled until November.

A motion was made by David Miller and seconded by Jo Temple to approve the 2026 town budget as presented. The funds' budgets are Rainy Day 2,000; General \$242,604; Public Safety Local Income Tax \$4,000; Local Road & Street \$7,500; Motor Vehicle Highway \$43,000; Park \$11,450; EDIT \$25,000. The General Fund tax levy is \$96,298 and rate is 1.3737. Approval was unanimous.

Denny stated that he has a person interested in working for the town to perform some extra work like repairing the shingles on the town hall roof and filling pot holes. A motion was made by David Miller and seconded by Denny Richardson to hire Josh Brown as a laborer reporting to the Council and to begin work after the appropriate paperwork is provided to the Clerk-Treasurer. Approval was unanimous.

#### New Business

Mary stated that she has worked with Verkada to find camera grants for the new playground. Mary said that based on the playground discussion that will be shared later in the meeting, fencing will not be included in the initial grant project. Mary said at this time there is not a qualifying grant until next fall when the homeland security will open up for security grants. However, the Verkada team are following grants and will let us know if one opens up.

The Council discussed that people are placing personal trash in the town dumpster. It was agreed that a sign will be ordered to discourage illegal dumping. Mary stated she has a signage order pending more signs needed. The Council will follow up with a person that appears to be placing trash in the town dumpster.

After discussion, a motion was made by David Miller and seconded by Denny Richardson to hold all 2026 council meetings on the second Monday of each month, except the October meeting will be on Tuesday, October 13, 2026. Approval was unanimous.

Denny and Mary stated they attended the State Board of Accounts Examination exit meeting. They cannot discuss the report until it is officially sent. Mary did note that the cost is expected to be considerably less than quoted. She worked hard to quickly provide needed documentation.

However, Mary did say that it was recommended that the town have a process to not pay any sales tax unless every option is taken to file the ST-105 exemption certification with enough information to obtain a refund from the Indiana Department of Revenue.

To make things easier, having an account with Dollar General will make it easy to purchase items without needing reimbursement and avoid the sales tax payment. To do that, a resolution allowing the town to open credit accounts is needed. A resolution is also needed reflecting the procedures for credit accounts.

Mary said she made copies of the ST-105 to have available at town hall. The information needed is highlighted. She will email it to the officers and employees. To meet the State's requirement, she suggests everyone keep a copy in their wallet. They need to attempt to use the form and document in detail the reason it was not accepted. The purchase certifications have been changed with a certification required when sales tax is charged. Mary can only reimburse for the sales tax if she has sufficient information to provide to the Indiana Department of Revenue.

A motion was made by David Miller and seconded by Denny Richardson to approve Resolution 2025-13 for the Authorization and Use of Purchasing Cards for Town Purchasing. Approval was unanimous.

A motion was made by David Miller and seconded by Denny Richardson to approve Resolution 2025-11 Establishing Payments Reimbursements and Mileage Reimbursements Claim Process. Approval was unanimous.

A motion was made by David Miller and seconded by Denny Richardson to authorize Mary Richardson to open a Dollar General account with cards provided for Jo Temple, Mary Richardson, Paul Sembach, Jack Rummel, and Rosie Rummel who are the ones that regularly purchase items. Approval was unanimous.

Denny and Mary provided maps of the preliminary design for the park. As mentioned, the fence and cameras will have to be considered for a future enhancement. Also, not all the pathways will be cement and there is no new lighting for the pickle ball court. More information will be provided when the

Foundation meets with the Council and Park Board. Since decisions may be made at the meeting, Mary questioned if it needs to be an advertised special meeting. Geoff stated this will be a special council meeting.

One possible sign that might be added to the order for the handicap parking sign and no-alcohol sign. Unless someone knows of other signs currently needed, Mary will order the signs originally approved.

The Council discussed the ceiling lights at the Community Center. There are clear covers. David will look at the lights to determine any flickering issues.

The Park Board agreed to have the holiday supper on Tuesday, December 2, 2025 at 6:30 PM. Requested funding from the Council for the turkey, drinks, and other supplies. Some favors have already been purchased. Dianne plans to look for a possible Santa.

A motion was made by Jo Temple and seconded by Denny Richardson to authorize the purchase of food, drinks and other supplies for the holiday supper. Approval was unanimous.

### Reports

Mary stated that she is part of an APC committee that has been actively working with a company to revise the county ordinance.

Mary noted that one property that was on the Foundation's list to purchase and redevelop was redeemed by the property owner before the tax sale. The other property was sold at the tax sale. Glenwood may not benefit from the Lilly grant portion that covers blighted property.

The Council discussed the high phone/internet cost for town hall and the water plant. The Council discussed removing the fax lines. Denny will contact Frontier.

Mary passed along an invitation from the Rush County Chamber of Commerce to attend their annual dinner at a cost of \$35 per person.

Mary plans to attend an ILMCT virtual training class.

Based on her research, Mary noted that the town does not need an ERC unless they apply for another INDOT grant. However, the Community Crossing grant does not require an ERC. This grant is 25% instead of the 20% for the other grant, but it is not federal funds and does not have all the same requirements.

Mary said she received a legal summons but it was meant for Glenwood, IL. She also received a request that was meant for Glenwood, Utah.

Mary will post the Halloween notice now that most of the current ones can be removed.

One hunting affidavit has been received.

Mary stated that she has always stated that if she does not receive a claim five days prior to a council meeting, the claim may not get paid until the following month. This allows her time to process claims and not work all weekend. However, she has always tried to get as many claims as possible paid. Mary has come across a state statute that states if claims are paid after the five days, a town officer forfeits the town office. Unless she gets a different interpretation, Mary will no longer pay claims not received by noon on the Wednesday prior to the meeting.

Mary explained that the Indiana Office of Technology is providing an email security platform for \$14 per staff member. She requested the Council consider this offer.

Mary requested that the meeting camera and audio be turned on early. It can be done from home before coming to the meeting. The last four meetings have started 11 to 15 minutes late. Anyone trying to watch live is probably not going to wait more than five minutes before thinking there is not going to be a live stream.

Mary suggested that the Council send a notice to the property owner with the current animal exemption so they are prepared for the new animal ordinance when the exemption expires in January. The Council did not show concern that the animal ordinance needed to be considered for this exemption. It was stated that Mary was the only one with complaints. Mary will go back to people that expressed concern to her. Mary stated that the revised Rush County ordinance may have animal restrictions in rural centers that includes Glenwood. That ordinance may cause Glenwood's ordinance to be obsolete.

Chris stated that the police vehicle is running and they have uniforms.

Brayton questioned the status of compiling the current ordinances to provide to American Legal. Mary stated that she has been very busy with the budget, state examination and other town projects. She plans to work on the project soon and will include Brayton in the project.

Brayton stated he talked to the Rush County Court and they will not have fees if Glenwood takes violations to court.

Paul Sembach provided his written and oral report. The Council discussed the Well #2 repair. A motion was made by Jo Temple and seconded by Denny Richardson to authorize Paul to contract for the well repair at a \$2500 cost. Approval was unanimous.

The Council discussed the IDEM violation letter with Paul, Jo has contacted IDEM but has not yet received a response.

Michael Brayton discussed the intent to have an Old Fashioned Days festival on September 11 and 12 in 2026.

A motion was made by David Miller and seconded by Denny Richardson to adjourn the meeting. Approval was unanimous.

Mary M. Richardson, Clerk-Treasurer