

**MINUTES OF A REGULAR MEETING OF THE  
COMMON COUNCIL OF THE CITY OF JASPER, INDIANA  
November 21, 2023**

A regular meeting of the Common Council of the City of Jasper, Indiana, was held on Wednesday, November 21, 2023, in the Council Chambers of City Hall located at 610 Main Street, Jasper, Indiana.

**Call to Order.** Presiding Officer Mayor Dean Vonderheide called the meeting to order at 5:30 p.m.

**Roll Call.** Clerk Treasurer Kiersten Knies called the roll.

|                                | <u>In Person</u> | <u>Video</u> | <u>Absent</u> |
|--------------------------------|------------------|--------------|---------------|
| Mayor Dean Vonderheide         | X                |              |               |
| Council members:               |                  |              |               |
| John Schroeder                 | X                |              |               |
| Chad Lueken                    | X                |              |               |
| David Hurst                    | X                |              |               |
| Paul Lorey                     | X                |              |               |
| Kevin Manley                   | X                |              |               |
| Nancy Eckerle                  | X                |              |               |
| Philip Mundy                   | X                |              |               |
| City Attorney Renee Kabrick    | X                |              |               |
| Clerk-Treasurer Kiersten Knies | X                |              |               |

Knies announced that in order to have a quorum for the meeting, a majority of the council members must be in attendance. All of the council members were in attendance at the beginning of the meeting, which is a majority; therefore, there was a quorum for the meeting.

**Moment of Personal Reflection.** Mayor Vonderheide asked that all present take a moment for personal reflection.

**Pledge of Allegiance.** Mayor Vonderheide invited all those present to join him in reciting the Pledge of Allegiance.

**Boy Scout Troop 130.** Mayor Vonderheide welcomed Boy Scout Troup No. 130 from Ireland, IN to the meeting. They are working on their Communications Badge.

**Approval of the Minutes.** The minutes from Regular Council Meeting October 18, 2023, were distributed to and examined by the Council. A motion was made by Council member Paul Lorey and seconded by Council member Kevin Manley to approve the minutes from October 18, 2023, without corrections. Motion carried 7-0.

**Legal Department Presentation.** City Attorney Renee Kabrick gave an update on the Legal Department. The Legal Department is a service and support team for the other departments in the city and the utilities. They draft ordinances and resolutions that are specific to the boards and provide legal advice for city boards and city departments. Thirty-seven ordinances and thirty-one resolutions have been passed this year. The Legal Department assisted in the adoption of the Food and Beverage Tax and the overhaul of the Stormwater Ordinance. They have assisted in negotiating contracts, bid packages, quote packages for sixty different projects this year by completing RFP's, interviewing service providers, attending special meetings, preparing advertisements and notices, and working with department heads on bid openings. One of the bigger projects that they have been involved in this year is the outdoor swimming pool, by preparing and negotiating the design and engineering services contract, working with bond council for the financing component and collaborating with municipal financial advisors, advertising and bidding, and then actual construction. As difficult as it is to see a project of this magnitude through, it is exciting. Additionally, the legal department is working on the same of the Camp Carnes property, a backup water supply project that will connect the city to Patoka water and hopefully provide needed services to further develop the north side of Jasper. The northside electric substation projects is a new project. The Legal Department has been working on the Dubois County Regional Sewer District, Main Street Phase II, the power plant property, and the

Regional Wellness Center. The GoGov software has proven to be beneficial, and the Legal Department is hopeful to begin working with other agencies to develop a policy or program that might address ordinance violation issues.

**Personnel/Safety/Loss Control Department.** Personnel/Safety/Loss Control Director Cale Knies gave an update on the Personnel/Safety/Loss Control Departments. The department consists of Cindy Hochgesang and Cale Knies. The department is working on a citywide first alert system that notifies city employees of any issues in and around City Hall. They are collaborating with the Police and Fire Departments on Mental Health programs for those involved in various situations. Also, the department has been collaborating with the mayor's office to solidify a sole source for translation services. This year in conjunction with the Street Department, the department was able to offer a certified CDL course with certified trainers. This eliminates the need to go out to other entities and pay for those services. The department partnered with Next Level Jobs and has saved the city close to \$9,000.00 by obtaining grants for training certifications. The city installed a new camera system and is working towards becoming a cyber ready community. The city is one of only four or five in the state that are working towards this designation. Knies credited the city employees for their knowledge and hard work in keeping the city safe and clean and a place where people want to live. He forecasted the city is going to look quite a bit different employee wise over the next 3-5 years. He expects 32-35 employees will retire. Right now, about 56% of employees have been with the city for ten years or less. That leaves about 34% in between that. The average age of a city employee is forty-six years, which is lower than it has been. The city is trending younger, which does help with medical benefit expenses. The average years of service for a city employee is 13 years, however we have six employees that have 40-44 years of service. Starting this week, the city will begin the hiring process for summer employees. They are looking at adding additional programs in an effort to retain lifeguards since there will be no pool this summer. Additional areas of focus are changing management and succession planning within departments. There will be a significant amount of training that needs to happen over the next few years. Out of those expected to retire, some are department leaders. Our employees know what they are doing. They have a passion for their trade as well as for the community. When we hire, we try to find people that not only want to provide for their family, but also what a job that meaningful and impactful to the community. Sometimes finding that person takes a little longer. We have three full time openings beginning January 1, 2024. In regard to loss contract, Knies pointed out that the city has a lot of assets. Light poles, guardrails, stop signs, vehicles, waterlines, all City of Jasper property. The city has good infrastructure even though hiccups occur from time to time. Sometimes infrastructure fails and that is going to happen. The city has had claims but has not seen major rises in liabilities because there is a particularly good system in place. As for safety, the city continues to be part of the INSHARP program and does very well. This might be the best performing year yet.

#### **Ordinance No. 2023-27**

##### **An Ordinance Providing for a Uniform Code for Traffic Upon the Public Streets – Truck Routes and Load Limits and Setting Forth Truck Load Limits and Street Restrictions. (Amending Chapter 9.33 Truck Load Limits and Street Restrictions).**

A motion was made by Kevin Manley and seconded by Phil Mundy to read the ordinance by title only on the second reading. Motion carried 7-0.

City Attorney Renee Kabrick so read Ordinance No. 2023-27 by title only.

Thereafter, a motion was made by Paul Lorey and seconded by Nancy Eckerle to approve Ordinance No. 2023-27 on the second reading. Council member Nancy Eckerle noted one difference in the actual ordinance compared to Renee's note, after letter B under courthouse square was added. Attorney Kabrick agreed to make that correction. Council member Lorey then amended his motion to include the language 'including the courthouse square.' Council member Eckerle seconded the amended motion. Motion carried 7-0.

A motion was made by Paul Lorey and seconded by Dave Hurst to read the ordinance by title only on the third and final reading. Motion carried 7-0.

City Attorney Renee Kabrick so read Ordinance No. 2023-27 by title only.

Thereafter, a motion was made by Kevin Manley and seconded by John Schroeder to pass and adopt Ordinance No 2023-27 on the third and final reading. Council member Nancy Eckerle recommended alerting the Downtown Business Association Members upon passing. Council member Lorey questioned who would be in charge of alerting the mapping agencies on the truck routes. Director of Community Development and Planning Josh Gunselman advised that they have attempted to do that and did get a report back from Google that it had been updated but in researching it, because there are multiple mapping agencies, there is no differentiation between a

truck driver and a car driver. Attorney Kabrick indicated signage is being worked out with the Street Department. Motion carried 7-0.

#### **Ordinance No. 2023-35**

##### **An Ordinance Approving and Authorizing a Loan of Funds Between the Electric Distribution Department and the Water Department Within Jasper Municipal Utilities for the 231 Water Line Project and Other Matters Connected Therewith.**

A motion was made by Paul Lorey and seconded by Dave Hurst to consider Ordinance No. 2023-35 for one reading only procedure. Motion carried 7-0.

A motion was made by Paul Lorey and seconded by Phil Mundy to read the ordinance by title only. Motion carried 7-0.

City Attorney Renee Kabrick so read Ordinance No. 2023-35 by title only.

Thereafter, a motion was made by Kevin Manley and seconded by Dave Hurst to pass and adopt Ordinance No. 2023-35. Council member Kevin Manley inquired as to whether or not this had to be paid in full within five years. Attorney Kabrick indicated that it was reported at the Utility Service Board meeting that it would be paid in full over the next five years. Attorney Kabrick noted the rate is up to 2%. Mayor Vonderheide indicated that the original loan amount was \$2.1 million or more, but it is now \$1.8 million. Motion carried 7-0.

#### **Ordinance No. 2023-36**

##### **An Ordinance Establishing user Fees and Policies for the Department of Storm Water Management, Concerning Construction Site Storm Water Runoff, Requiring Permits for the Drainage of Storm Water to City of Jasper Drainage Structures, and Other Matters Related Thereto.**

A motion was made by Paul Lorey and seconded by Nancy Eckerle to read the ordinance by title only on the first reading. Motion carried 7-0.

City Attorney Renee Kabrick so read Ordinance No. 2023-36 by title only.

Thereafter, a motion was made by Dave Hurst and seconded by John Schroeder to approve Ordinance No. 2023-36 on the first reading. City Engineer Chad Hurm highlighted the changes to this ordinance. It is the second step in the policy changes that are being implemented in regard to updates by IDEM. This is a boilerplate ordinance through IDEM via Christopher Burke Engineering to bring the city up to the new standards required by IDEM. In addition, stormwater rates are increasing for the first time since 2013. The increase will get the city back to the purchasing and construction ability that it had ten years ago. Stormwater will now follow the same procedures as utilities and do rate studies every two years to prevent falling behind going forward. The suggested rates fall below the state average, and the city is in the bottom third of what is considered a residential unit. This was presented to the stormwater board they did pass a resolution. Motion carried 7-0.

#### **Ordinance No. 2023-37**

##### **An Ordinance Amending the Unified Development Ordinance for the City of Jasper, Indiana, and its Jurisdictional Area.**

Director of Community Development and Planning Josh Gunselman advised that each year the Planning Commission works to update the Unified Development Ordinance and outlined the changes that are expected. Chapter 4 defines our districts and also what you can do within those districts. Later on in the chapter there is a matrix that makes that overly complex information easier to understand and somewhere along the lines the two have not agreed. Those misalignments are being corrected. The city is looking at a solar ordinance, but that is not part of this package. Additionally, the changes will include updates to the sign ordinance allowing post and panel signs. The changes will be brought to the next Common Council meeting for approval.

#### **Ordinance No. 2023-33**

##### **An Ordinance Appropriating Additional Money for the City of Jasper, Indiana, for the Remainder of the Fiscal Year Ending December 31, 2023.**

City Attorney Renee Kabrick read the title of the ordinance. Mayor Vonderheide opened the meeting up to a public hearing. There being no one from the public appearing to make comment, a motion was made by Paul Lorey and seconded by Nancy Eckerle to close the public hearing. Motion carried 7-0.

A motion was made by John Schroeder and seconded by Dave Hurst to consider Ordinance No. 2023-33 for one reading only procedure. Motion carried 7-0.

A motion was made by Paul Lorey and seconded by Chad Lueken to read the ordinance by title only.

City Attorney Renee Kabrick so read Ordinance No. 2023-33 by title only.

A motion was made by Kevin Manley and seconded by Phil Mundy to pass and adopt Ordinance No. 2023-33 on the first and only reading. Clerk Treasurer Kiersten Knies pointed out that these are additional appropriations for the Holy Family Project, HRJ Lane/Power Drive Project and the Dewey Street Project which are all Community Crossing Projects, and all had change orders on them. The funds were identified within the budgets and needed appropriated. The appropriation in TIF Central will be used to pay Barnes and Thornburg and Baker Tilley for their services on the Outdoor Pool project as well as services for the Regional Wellness Center. Motion carried 7-0.

**Ordinance No. 2023-34**  
**An Ordinance to Transfer Appropriations for the City of Jasper, Indiana for the Remainder of the Fiscal Year Ending December 31, 2023.**

A motion was made by Paul Lorey and seconded by Dave Hurst to consider Ordinance No. 2023-34 for one reading only procedure. Motion carried 7-0.

A motion was made by Kevin Manley and seconded by John Schroeder to read the ordinance by title only on the first and only reading. Motion carried 7-0.

City Attorney Renee Kabrick so read Ordinance No. 2023-34 by title only.  
Thereafter, a motion was made by Kevin Manley and seconded by Dave Hurst to pass and adopt Ordinance No. 2023-34 on the first and only reading. Clerk Treasurer Kiersten Knies noted that each department identified lines in their budgets where they were either over or short and are making these adjustments for the remainder of the year. Motion carried 7-0.

**Resolution No. 2023-9**  
**A Resolution Authorizing Funds Transfer (Community Crossing Fund)**

A motion was made by Chad Lueken and seconded by Paul Lorey to consider Resolution No. 2023-9 for one reading only procedure. Motion carried 7-0


A motion was made by Paul Lorey and seconded by Nancy Eckerle to read the resolution by title only on the first and only reading. Motion carried 7-0.

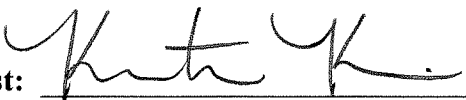
City Attorney Renee Kabrick so read Resolution No. 2023-9 by title only.  
Thereafter a motion was made by Kevin Manley and seconded by Paul to pass and adopt Resolution No. 2023-9 on the first and only reading. Council member Nancy Eckerle noted that this ties in with Ordinance No. 2023-33. Clerk Treasurer Kiersten Knies noted that this takes the funds that were just appropriated and transfers them to the Community Crossing fund because Community Crossing projects must be paid from that fund. Motion carried 7-0.

**Additional Information.** Before adjourning, Council member Nancy Eckerle thanked the Clerk-Treasurer and the Director of Community and Development and Planning Departments for supplying the council with various reports. This has been both informative and helpful to keep the council updated. She further noted that she and Council members Chad Lueken and Phil Mundy will continuing looking at the policies surrounding various boards and appointments. Additionally, she noted that Indiana University Sustaining Communities is interested in getting involved in the Reach Alert program and identifying how that program could impact the community.

**Adjournment.** There being no further business, a motion was made by Council member Dave Hurst and seconded by Kevin Manley to adjourn the meeting. The motion carried 7-0 and the meeting adjourned at 6:31 p.m.

The minutes were hereby approved \_\_\_\_ with ✓ without corrections or clarification this 20<sup>th</sup> day of December 2023.

  
\_\_\_\_\_  
Mayor Dean Vonderheide, Presiding Officer

Attest:   
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Kiersten Knies, Clerk-Treasurer