

Minutes of Regular Meeting Of Homecroft Town Council

Thursday March 16, 2020 - 7:00 P.M.

Homecroft Town Hall
1400 Tulip Dr.
Indianapolis, IN 46227

Present:

Mr. Tim Eickhoff - Council Member
Mr. Kevin Kehlbeck - Clerk/Treasurer
Mrs. Susan Fleck – Council Member

Chief John Ryan, Jr. - Homecroft P.D.
Mr. Zachary Frizzell – Council President
Mr. Robert Lutz - Town Attorney

President Frizzell called the meeting to order at 7:00 PM, and the Pledge of Allegiance was recited.

The Clerk/Treasurer's report:

1. A motion was made by Mr. Eickhoff to approve the February 27, 2020 minutes for Regular Council Meeting; motion was seconded by Mrs. Fleck. The motion carried.
2. A motion was made by Mr. Eickhoff to approve the Claims for February 28, 2020 thru March 16, 2020. Mrs. Fleck seconded the motion. The motion carried.
3. Election of Town Board President- the floor was open for nominations-Mr. Zachary Frizzell was nominated. There were no other nominations. A motion was made to appoint Mr. Frizzell as Town Council President by Mr. Eickhoff. The motion was seconded by Mrs. Fleck. The motion carried.
4. Resolutions regarding COVID-19 outbreak:
 - A. Guideline practices to be followed as they pertain to over-all town operations. (#2020-001 Attached) A motion to adopt the said provisions in the attached resolution was made by Mrs. Fleck. The motion was seconded by Mr. Eickhoff. The motion carried.
 - B. Ordinance to allow payment of claims in advance of Town Council approval. (#2020-002 Attached) A motion to adopt the said provisions in attached

resolution #2020-002 was made by Mr. Eickhoff. The motion was seconded by Mrs. Fleck. The motion carried.

Public Works Report - Susan Fleck

1. **Maynard Drive Improvements Project update:** Final paperwork to close out the project is being assembled for submission to INDOT.
2. New shelter operation responsibility is being discussed with Perry Township Schools, i.e. Reservations? Cleaning?

Special Projects Report - Zachary Frizzell

1. Web site on-going maintenance.

Police Department Report - Tim Eickhoff

1. None at this time.

Chief Ryan –

1. A motion to cancel the upcoming Easter Egg Hunt due to COVID-19 concerns was made by Mr. Eickhoff. The motion was seconded by Mrs. Fleck. The motion carried.

Upcoming events: Easter Egg Hunt scheduled for Saturday, April 11, 2020, 2:00-3:00 pm at the town shelter (**Event Cancelled**)

Old Business – None

New Business – Appoint new board member at April meeting.

Public Comments – None

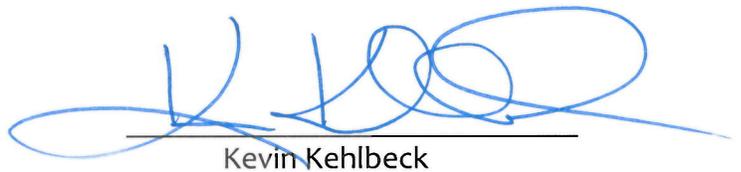
Council President Remarks - None Zachary Frizzell

A motion to adjourn the meeting was made by Mr. Eickhoff @ 7:36 pm; the motion was seconded by Mrs. Fleck. The motion carried.

Next Regular Meeting: –Thursday, April 30, 2020 – 7:00 PM, 1400 Tulip Dr.



Zachary Frizzell
Homecroft Town Council President



Kevin Kehlbeck
Homecroft Clerk/Treasurer

February 27, 2020

To the Council Members:

Jim Eckhoff

Susan Fleck

Jack Trizzell

Chief of Police: John Ryan

Treasurer: Kevin Shelbeck

Attorney: Bob Tutty

Re: Resignation

Due to my moving out of state, I am submitting my resignation at the close of business at the February meeting. It has been my true pleasure to work with this council for 28 years, and also to work for the neighbors and the betterment of the town.

Sincerely,

Barbara Jones
Council President

resignation will be effected at midnight on March 3rd.

RESOLUTION REGARDING COVID-19 OUTBREAK

WHEREAS, on March 6, 2010 Governor Eric J. Holcomb declared a Public Health Emergency due to the serious threats posed to the health and well-being of the public by the novel Coronavirus Disease 2019 (“COVID-19”) and issued Executive Order 20-03 (“EO 20-03”);

WHEREAS, the Centers for Disease Control and Prevention (“CDC”), the Indiana State Department of Health (“ISHD”) and the Marion County Board of Health (“MCBH”) have all issued guidelines for public meetings and methods to slow the spread of COVID-19;

WHEREAS, the State Board of Accounts (“SBOA”) has issued a memorandum by its Chief Examiner on March 16, 2020 suggesting items for local governments to consider in dealing with COVID-19 and its impact on the operation of and the delivery of local government services;

WHEREAS, in order to provide a mechanism and a clarification to the public on how those services and operations are to be conducted during this COVID-19 emergency:

NOW THEREFORE, IT IS HEREBY RESOLVED THAT:

1. Due to the small size of the Town of Homecroft the Town Hall does not have regular business hours and is therefore not always open to the general public. When it is open to the general public the number of persons present at such meetings shall not exceed the current recommendations of the CDC, the ISHD and the number of persons recommended by the Governor in EO 20-03 or any later executive order issued by the Governor.
2. That all town agencies, employees and contractors shall comply with the latest guidelines issued by the CDC, the ISDH regarding close contact with other persons to the extent possible given the task to performed.
3. That town personnel using the town hall shall each be responsible for sanitizing any surface touched by them during their time on town property as they leave.
4. That town personnel using town equipment shall each be responsible for sanitizing any surface touched by them during their utilization of town equipment.
5. That the Town Marshall shall issue such directives and guidelines consistent with CDC and ISDH guidelines and public safety best practices with regard to delivery of the public safety services of the town so as to protect the members of the

public as well as members of the Homecroft Police Department from spread of the COVID-19 as a result of said contact.

6. That the President of the Town Council shall have the authority to amend these guidelines in the event of latest developments in this emergency.

7. This ordinance shall be effective upon passage.

This Resolution is hereby adopted at the duly noticed and regularly scheduled meeting of the Homecroft Town Council held this 16th day of March 2020.

AYE

AYE

NAY

NAY

Sus B Deak

Timothy Elly

[Signature]

Passed and adopted this 16th day of March, 2020.

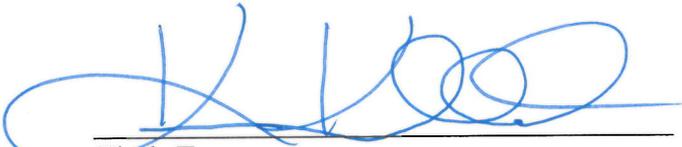
[Signature]

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Council President

ATTEST:



A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke, positioned above a solid horizontal line.

Clerk-Treasurer

Ordinance No. 2020-002

AN ORDINANCE TO ALLOW PAYMENT OF CLAIMS IN ADVANCE OF TOWN COUNCIL APPROVAL

WHEREAS, the current Town Council believes it in the best interest of the Town to take allow the Clerk/Treasure to prepay certain claims and expenses prior to council approval; and

NOW THEREFORE BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF HOMECROFT, MARION COUNTY, INDIANA:

That the Clerk/Treasurer shall be authorized to pay certain expenses of the town in advance of council approval:

Payment of Claims in Advance of Council Approval

The Clerk/Treasurer may make claim payments in advance of the Council's review and allowance for the following types of expenses which are certified by the Clerk/Treasurer:

- (1) Property or services purchased or leased from:
 - (A) the United States government; or
 - (B) an agency or a political subdivision of the United States government.
- (2) License fees or permit fees.
- (3) Insurance premiums.
- (4) Utility payments or utility connection charges.
- (5) Federal grant programs if:
 - (A) advance funding is not prohibited; and
 - (B) the contracting party provides sufficient security for the amount advanced.
- (6) Grants of state funds authorized by statute.
- (7) Maintenance agreements or service agreements.
- (8) Lease agreements or rental agreements.
- (9) Principal and interest payments on bonds.
- (10) Payroll.
- (11) State, federal, or county taxes.
- (12) Expenses that must be paid because of emergency circumstances.
- (13) Expenses described in an ordinance.

Each payment of expenses under this section must be supported by a fully itemized invoice or bill and certification by the Clerk/Treasurer and the Town Council shall review and allow the claim at the body's or board's next regular or special meeting following the pre-approved payment of the expense.

This ordinance shall be effective immediately upon adoption.

This ordinance is hereby adopted at the duly noticed and regularly scheduled meeting of the Homecroft Town Council held this 16th day of March, 2020

