Town Council Regular Meeting

Minutes

Thursday – June 11, 2026

7:00pm

Homecroft Town Hall

Present

Mrs. Melissa May - Council President
Mr. Kevin Kehlbeck - Clerk/Treasurer
Mrs. Susan Fleck – Council-Vice President
Mr. Brian Davis – Council Member

Chief David Hodge – Town Marshal
Mr. Robert Lutz – Town Attorney

Town Board President Mrs. May called the meeting to order at 7:00 pm. The Pledge of Allegiance was recited.

1 a. Filling of Vacancy of the Town Council President: A motion was made by Mrs Fleck to nominate Mrs. May as Town Council President. Mr. Davis seconded the motion. Seeing no further nominations, the motion carried unanimously.

A motion was made by Mr. Davis to nominate Mrs. Fleck as Town Council Vice-President. Mrs. May seconded the motion. Seeing no further nominations, the motion carried unanimously.

1b. Appointment of Town Clerk/Treasurer as Purchasing Agent and/or others as may be designated from time to time: (Resolution 2026-06-01 attached). Mr. Davis made a motion to approve the resolution. Motion was seconded by Mrs. Fleck. With no further discussion, the motion carried.

The *Clerk/Treasurer's report:* **Kevin Kehlbeck**

1. A motion was made by Mrs. Fleck to approve the May 21, 2026 minutes for Regular Council Meeting; motion was seconded by Mr. Davis. The motion carried.

2. A motion was made by Mrs. Fleck to approve the Claims for May 22, 2026 thru June 11, 2026. Mr. Davis seconded the motion. The motion carried.

Public Works Report - (Verbal) **Melissa May**

A. Trees Trimmed-that are obstructing street signs (In process)
B. Street Sign Repairs-Southview/Homestead, Madison/Maynard (In process)

Special Projects Report - (Attached) **Susan Fleck**

Communications Report - (Verbal) **Melissa May**

1. Web Site to be Updated
2. Newsletter Sent

Police Department Report – (Attached) **Brian Davis**

Chief Hodge – (Remarks) –

1. New Building Alarm System. Nelson Alarm has best bid. Mr. Davis made a motion to accept the bid. Mrs. Fleck seconded the motion. The motion carried.
2. Andy Upton – Commendation for Wash DC trip and Escort for Fallen Officer Family.
3. Keith Pease - Commendation for Wash DC trip and Escort for Fallen Officer Family and representing Town of Homecoft.

Upcoming events: **Homecroft Yard Sale – June 11 – 13, 2026**
National Night Out – August 04, 2026 – 5:30pm – 8:00pm

Old Business - 1. Purchase of new Police Vehicles – Requesting 2 (2026) Chevrolet Tahoe's, subject to quotes up to $113,000. One for cash $55,552, and the other for 1-year lease from Crossroads Bank-Wabash IN. Plus, additional Upfitting at approximately $26,000 for each vehicle. Mr. Davis made a motion to accept this proposal. Mrs. May seconded the motion. Motion carried.

New Business - **1. None**

Public Comments - None

Council President Remarks – None **Melissa May**

Adjournment –

A motion to adjourn the meeting was made by Mrs. Fleck at 8:33 pm; the motion was seconded by Mr. Davis. The motion carried.

Next Regular Meeting: –Thursday, July 23, 2026– 7:00 PM, 1400 Tulip Dr.

Melissa May

Melissa May

Homecroft Town Council -President

Kevin Kehlbeck

Homecroft Clerk/Treasurer

6.11.2026 Report to Town Council - Susan Fleck - Special Projects

- **Concert in the Park -** Came off without a hitch, except for a little rain towards the end. Attendance was good. At one point I counted roughly 350 people. Another person counted 450. Anyway, more people than last year. Food trucks met their minimums. Smash Burger ran out. 3 Marias seemed popular. (Will make sure Angela gets to eat before 6 next year!) I think two food trucks is a good amount. Still wonder about having Aw'Sum Snoballs there next year.

- **Yard Sale - June 11-13** Going on now. People wanted it to start on Thursday this year so we did. And then some people complained today that not everyone was selling on Thursday. . .

- **National Night Out - August 4 -** 5:30-8 PM Promotions have started.

- **Pumpkin Painting - Oct. 17** 12-2 PM. We will hide mini pumpkins throughout the town the week before. They will be redeemable for a prize at the painting. Angela started this with the Easter Egg Hunt and it was very popular.

- **Halloween - October 31** - 6-8 PM. Will block off streets again this year. Officers will be instructed to give out one piece of candy per person. Will set up a hot chocolate stand at 1437 Maynard Drive.

- **Breakfast with Santa - December 5 -** 9-11 AM. Will consider having Santa ride around town in a fire truck the night before to publicize.

TOWN OF
HOMECROFT

Police Liaison Report From the month of May 2026 for the June 11th 2026 Board Meeting

18 members of the Homecroft Police Department contributed 629 cumulative hours to protect and serve the residents and visitors. While patrolling 3,372 miles, officers wrote **84** town ordinance tickets, 46 state tickets and issued 95 written or verbal warnings. 58 stops were generated because of lead information from our FLOCK system. They oversaw 50 calls for service and assisted with **68** other calls for service. Officers completed 4 incident reports and 6 crash investigations. Their enforcement efforts resulted in 32 vehicles being towed, and 2 physical arrests.

Events:
Thanks to Angela, Melissa, Susie and Bryan's Keller & Keller for a successful Police Appreciation cook out.

Training:
DUI refresher course successfully hosted by Officer Johnson.
Google helped in Monrovia again so we could recertify with tasers, refresh on OC spray & work on transitions while clearing houses.
Shoffner graduated off FTO.

Services:
New IT helkp desk Axia up & running successfully.
Nelson Alarm being evaluated.

Equipment:
A check for the sold unused Body Cams came in to be deposited to the general fund.
A check for less than $9k for selling all various old handguns will be deposited to general fund.

Grants:
I got a denial email from EECBG regarding EV vehicle awarding..
I think I have subscribed to receive alerts for the standard grant openings Bryan told me about (I have been receiving emails but haven't seen anything relevant again yet.)

We must steadfastly continue to be vigilant, highly visible, leverage available technologies, strengthen partnerships, and prepare our officers with the best training & equipment possible to respond to and abate crime in and near our town.

Respectfully Submitted,
Brian Davis
Police Liaison & Councilor

Ord # 2026-06-01

Ordinance Designating Town Council as Purchasing Agency; Designating Several Purchasing Agents

The Town Council of Homecroft of Marion County, Indiana (the "Council") met at a duly called and authorized meeting of the Council of the date set forth below, a quorum being present, such meeting being regularly scheduled meeting of the Homecroft Town Council and such meeting being called pursuant to the Council's notice stating the time, place and purpose of the meeting received by all the Council Members, and the following ordinance was moved, seconded and adopted by a majority of the elected Council members which constituted a majority of the Homecroft Town Council:

WHEREAS the Town Council determines it is in the best interest of the town of Homecroft to adopt an ordinance expressly appointing a purchasing agency for the Town; and

WHEREAS the Homecroft Municipal Code (HMC) should be amended to add a new chapter to Title 3 Revenue and Finance of the HMC, namely: Chapter 3.17 Designation of Purchasing Agency; and

IT IS THEREFORE ORDAINED, that the Homecroft Town Council is hereby amended to add a new chapter to Title 3 Revenue and Finance of the HMC, namely: Chapter 3.17 Designation of Purchasing Agency:

Town Council as Designated as the Purchasing Agency; Designating Several Purchasing Agents

Section 1. The Town Council hereby determines that it is the purchasing agency for the Town.

Section 2. The Town Council hereby designates the following persons to serve as purchasing agents for the Town:

(a) The Clerk-Treasurer; and
(b) Such Town employees as are designated from time to time, in writing.

Section 3. The purchasing agent may purchase supplies with an estimated cost of less than $50,000 on the open market without inviting or receiving quotes.

Section 4. Additional Town purchasing policy is set out on Exhibit "A" attached hereto and made a part hereof.

This Ordinance is effective upon passage and signing by the president of the council.

YEA	NAY
May	

Approved and Adopted this 11th day of June, 2026.

Printed: Melissa May
President of the Homecroft Town Council

ATTEST:

Printed: Kevin Kehlbeck
Clerk Treasurer of the
Town of Homecroft

EXHIBIT "A"

PURCHASING POLICIES OF THE TOWN OF HOMECROFT OF MARION COUNTY, INDIANA

Publication of Notices

1. Invitation for Bids. All notices of invitation for bids shall be published in accordance with IC 5-3-1 in two (2) newspapers published in the county.

   The purchasing agent shall schedule the publication of notice to provide a reasonable amount of time for preparation and submission of bids. The notice will be published two times, at least one week apart. The second publication must occur at least seven (7) days prior to the date the bids will be opened.

2. Request for Proposals. All notices of request for proposals shall be published in accordance with IC 5-3-1 in in two (2) newspapers published in the county.

   The purchasing agent shall schedule the publication of notice to provide a reasonable amount of time for preparation and submission of proposals. The notice will be published two times, at least one week apart. The second publication must occur at least seven (7) days prior to the date the proposals will be opened.

3. Request for Specifications. All notices of request for specifications shall be published in accordance with IC 5-3-1 in two (2) newspapers published in the county.

   The purchasing agent shall schedule the publication of notice to provide a reasonable amount of time for preparation and submission of proposals. The notice will be published two times, at least one week apart. The second publication must occur at least seven (7) days prior to the date the proposals will be opened.

4. Electronic Notices. Whenever a notice or other material, including specifications, an invitation for bids, request for proposals or request for specifications, is sent by mail, the purchasing agent may also send the notice or other material by electronic means, provided that the transmission of the information is at least as efficient as mailing the information.

Receiving Offers

1. Opening of Offers. Bids or Offers received in response to an invitation for bids or request for quotes must be opened publicly in the presence of at least one or more witnesses at the time and place designated in the invitation for bids or request for quotes.

   Proposals received in response to a request for proposals must be opened so as to avoid disclosure of the contents to competing offerors during the process of negotiation.

   Proposals received in response to a request for specifications may be opened as specified in the request for specifications.

2. Electronic Receipt of Offers. The purchasing agency may receive electronic offers in response to an invitation to bid, request for proposals, request for quotes or request for specifications.
   An electronic offer may only receive an electronic offer if:
   A) The solicitation includes the procedure for the electronic transmission of the offer; and
   B) The purchasing agency receives the offer on a fax machine or other system with a security feature that protects the contents of an electronic offer with the same degree of protection as provided to an offer not transmitted electronically.

3. Correction and Withdrawal of Bids. An offeror may correct inadvertent errors in a bid or offer up to the time at which bids or offer will be opened by supplementing the erroneous bid or offer and submitting a revised bid or offer. A bidder or offeror may not supplement an inadvertently erroneous bid after the time at which the bids or offers were opened.

   A bidder or offeror may withdraw a bid or offer containing inadvertent errors up to the time at which bids or offers will be opened and for a period of not more than 24 hours after the time at which the bids or offers were opened.

4. Cancellation of Solicitation. When the purchasing agent makes a written determination that it is in the Towns's best interests, the purchasing agent may cancel a solicitation or reject all offers, provided that the solicitation included information concerning the procedure for cancellation.

Small Purchases

The purchasing agent may purchase supplies with an estimated cost of less than $50,000 on the open market without inviting or receiving quotes.

EXHIBIT 2

(TO LEASE SCHEDULE NO. 1)
FORM OF AUTHORIZING RESOLUTION

A RESOLUTION OF THE GOVERNING BODY OF THE TOWN OF HOMECROFT, INDIANA, AUTHORIZING THE EXECUTION AND DELIVERY OF A MASTER EQUIPMENT LEASE-PURCHASE AGREEMENT AND SEPARATE LEASE SCHEDULES AND CERTIFICATES OF ACCEPTANCE WITH RESPECT TO THE ACQUISITION, PURCHASE, FINANCING AND LEASING OF CERTAIN EQUIPMENT FOR THE PUBLIC BENEFIT; AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS REQUIRED IN CONNECTION THEREWITH; AND AUTHORIZING THE TAKING OF ALL OTHER ACTIONS NECESSARY TO THE CONSUMMATION OF THE TRANSACTIONS CONTEMPLATED BY THIS RESOLUTION.

WHEREAS, Town of Homecroft, Indiana (the *"Lessee"*), a body politic and corporate duly organized and existing as a political subdivision, municipal corporation or similar public entity of the State of Indiana, is authorized by the laws of the State of Indiana to purchase, acquire and lease personal property for the benefit of the Lessee and its inhabitants and to enter into contracts with respect thereto; and

WHEREAS, the Lessee desires to purchase, acquire and lease certain equipment (including maintenance and other support service agreements) constituting personal property necessary for the Lessee to perform essential governmental functions; and

WHEREAS, in order to acquire such equipment, the Lessee proposes to enter into that certain Master Equipment Lease-Purchase Agreement (the *"Agreement"*) and separate Lease Schedules and Certificates of Acceptance relating thereto from time to time as provided in the Agreement with Crossroads Bank. (the *"Lessor"*), the form of which has been presented to the governing body of the Lessee at this meeting; and

WHEREAS, the governing body of the Lessee deems it for the benefit of the Lessee and for the efficient and effective administration thereof to enter into the Agreement and the separate Lease Schedules and Certificates of Acceptance relating thereto as provided in the Agreement for the purchase, acquisition and leasing of the equipment to be therein described on the terms and conditions therein provided;

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the governing body of The Town of Homecroft, Indiana follows:

Section 1. Approval of Documents. The form, terms and provisions of the Agreement and the separate Lease Schedules and Certificates of Acceptance relating thereto as provided in the Agreement are hereby approved in substantially the forms presented at this meeting, with such insertions, omissions and changes as shall be approved by the Clerk Treasurer of the Lessee or other members of the governing body of the Lessee executing the same, the execution of such documents being conclusive evidence of such approval; and the Town Council President or the Clerk Treasurer of the Lessee is hereby authorized and directed to execute the Agreement, each Lease Schedule, each Certificate of Acceptance and any related Exhibits and Attachments attached to any thereof and to deliver the Agreement, each Lease Schedule and each Certificate of Acceptance (including such Exhibits and Attachments) to the respective parties thereto.

Section 2. Other Actions Authorized. The officers and employees of the Lessee shall take all action necessary or reasonably required by the parties to the Agreement, each Lease Schedule and each Certificate of Acceptance to carry out, give effect to and consummate the transactions contemplated thereby (including the execution and delivery of any tax certificate and agreement, each with respect to separate Lease Schedules and Certificates of Acceptance, as contemplated in the Agreement) and to take all action necessary in conformity therewith, including, without limitation, the execution and delivery of any closing and other documents required to be delivered in connection with the Agreement, each Lease Schedule and each Certificate of Acceptance.

Section 3. ***No General Liability.*** Nothing contained in this Resolution, the Agreement, any Lease Schedule, any Certificate of Acceptance nor any other instrument shall be construed with respect to the Lessee as incurring a pecuniary liability or charge upon the general credit of the Lessee or against its taxing power, nor shall the breach of any agreement contained in this Resolution, the Agreement, any Lease Schedule, any Certificate of Acceptance or any other instrument or document executed in connection therewith impose any pecuniary liability upon the Lessee or any charge upon its general credit or against its taxing power, except to the extent that the Rental Payments payable under each Lease are special limited obligations of the Lessee as provided in such Lease.

Section 4. ***Appointment of Authorized Lessee Representatives.*** The Town Council President or the Clerk Treasurer of the Lessee is hereby designated to act as authorized representative of the Lessee for purposes of the Agreement, each Lease Schedule and each Certificate of Acceptance until such time as the governing body of the Lessee shall designate any other or different authorized representative for purposes of the Agreement, each Lease Schedule and each Certificate of Acceptance in which event the Lessee shall notify the Lessor in writing of any new authorized representatives designated as herein provided.

Section 5. ***Severability.*** If any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity of unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 6. ***Repealer.*** All bylaws, orders and resolutions or parts thereof inconsistent herewith are hereby repealed to the extent only of such inconsistency. This repealer shall not be construed as reviving any bylaw, order, resolution or ordinance or part thereof.

Section 7. ***Effective Date.*** This Resolution shall be effective immediately upon its approval and adoption.

ADOPTED AND APPROVED by the governing body of the Lessee this 11th, day of June , 2026.

LESSEE: Town of Homecroft, Indiana

By: Melissa May

Printed Name: Melissa May

Title: town council president

ATTEST:

By:

Printed Name: Kevin Kehlbeck

Title: Clerk / Treasurer

APPROVED AS TO FORM:

ATTORNEY FOR LESSEE