

# Williams Creek Town Council Meeting

## Hollyhock Hill Restaurant

### *Meeting Minutes*

**August 8, 2022 @ 7:30 PM**

Attendance:

Present:

Allen Kasper, Town Marshal  
Michael Wernke, Town Council Member  
Jason Sturman, Town Council Member  
Heather Murphy, Town Council Member  
Matt Hills, Town Council Member  
Bob Parrin, Clerk-Treasurer  
Matt Neff, Town Council President  
Trent Sandifur, Town Attorney

Others present:

William Batt  
Dennis Dann  
Patty Hefner  
John Shelbourne

Agenda and discussion:

1. M. Neff called the meeting to order at 7:30pm. A quorum was reached with five council members present.
  2. M. Neff asked for comments and a motion to approve the meeting minutes of June, 2022. There being no comments, on a motion by M. Wernke, seconded by H. Murphy, a unanimous vote approved the minutes.
  3. R. Parrin presented the June Financial report, noting it is the basis for developing the 2023 Budget. The only extraordinary item was the receipt of the first half 2022 property tax payment of \$47,127. On a motion by M. Neff to approve said Financials, seconded by M. Wernke, said Financials were unanimously approved.
- R. Parrin introduced the preliminary estimate for receipts for the second half 2022 and full year 2023. An item of note was the DLGF estimated 5% increase in property tax receipts in 2023 due to an expected increase in assessed value of Town properties. An expense budget will be developed ahead of the public meeting to be held Monday, September 12, 2022. The council proposed a 6.4% adjustment to the deputy wage rate to remain competitive with the market. This will be included in the proposed 2023 budget.
4. A. Kasper reported on recent activity.
    - He advised that the altercation on 81<sup>st</sup> street was initially handled by IMPD with support by the Town's deputy. The individual was taken into custody for physical and mental evaluation.

- A. Kasper asked that residents remain vigilant and report non-emergency issues by calling 311. That includes noise violations keeping in mind the 10PM-7AM prohibition of excessive noise.

#### 5. High and Hillcrest Intersection

- R. Parrin advised that he will meet with DPW on 8/10/22 to conclude the High and Hillcrest Intersection project and invoicing. The INIP portion is settled. The town will pay Reith-Riley directly for the additional work around town that was subsequently added.
- M. Wernke reported that all agreed reimbursements for road repair, save one, caused by construction in this area have been paid.

#### 6. Traffic and pedestrian risk at Willow Spring and Sycamore

- Ways to calm the traffic at this intersection was discussed. One idea was to add a roundabout, (single lane). On a motion by M. Wernke, seconded by M. Neff, a motion was passed to solicit proposals for a feasibility study using this design. R. Parrin offered to contact several engineering firms.
- It was agreed that the study should also include traffic calming on Forest Blvd.
- R. Parrin advised that the replacement stop sign at Sycamore and Forest will be installed by Continental when they are in town to clean the entrances and light poles and change out the banners.

#### 7. Ordinance violations

- M. Neff brought up the subject of ways to inform property owners of town code and ordinance violations. This would also include failure to request a town permit, where applicable. It was suggested the town marshal or deputies be informed and hang door tags at the violator's residence.
- A rewrite and update of the town code to make the requirements and penalties more clear for each violation was proposed. It was agreed that the town attorney will distribute an editable document of the current code to council members to get their input. This initial review will be on the October meeting agenda to discuss and agree on the next steps.
- In the meantime, M. Wernke proposed a FAQ be developed for the most common violations and the proper course of action. T. Sandifur will draft this for review at the October meeting.

#### 8. New business:

- It was proposed that the town's web site be updated. M. Hills offered to become familiar with the site and advise the best course of action to refresh it.
- H. Murphy advised that the town directory is in the process of being updated. The latest issue is 2019. It was agreed to print an updated version and add an electronic version accessible on the Town website via password.

There being no further business, on a motion to adjourn by H. Murphy, seconded by J. Sturman, the meeting was adjourned.

The next formal meeting of the Town Council is scheduled for Monday, October 10, 2022 at 7:30 PM at Holly Hock Hill restaurant.

Minutes recorded by R. Parrin.