



City of Greencastle
Common Council
Regular Session
Mikayla Johnson - Clerk Treasurer

July 10, 2025 | 7:00 PM
City Hall
One North Locust Street, P.O. Box 607
Greencastle, Indiana 46135

AGENDA

- I. Call to Order; Roll Call**
- II. Pledge of Allegiance**
- III. Public Petitions and Comments**
- IV. Special Requests**
 - A. Street Closure and Noise Ordinance Waiver Request - Stress Relief Block Party
- V. Department Reports**
 - A. Cemetery - Jason Keeney
 - B. Fire Department - Rob Frank
 - i. Fire Inspector - John Burgess
 - C. Planner - Blaine Rout
 - D. Police Department - Chris Jones
 - E. Department of Public Works - Andrew Rogers
 - F. Wastewater Department - Oscar King Jr.
 - G. City Attorney - Laurie Robertson Hardwick
 - H. Park & Recreation - Jason Keeney
 - I. Water Department - Rick Denney
- VI. Reports**
 - A. Mayor's Report
 - B. Clerk-Treasurer's Report
 - C. Councilors' Report
- VII. Approval of Minutes**
 - A. Approval of Minutes - JUNE 12, 2025
- VIII. Approval of Claims**
- IX. Old Business**
- X. New Business**
 - A. ORDINANCE 2025-6
AN ORDINANCE AMENDING ORDINANCE 2024-16, ADOPTING AND

ESTABLISHING DESIGNATED OUTDOOR REFRESHMENT AREAS IN THE CITY OF GREENCASTLE, INDIANA

- B. ORDINANCE 2025-07
AN ORDINANCE TO PROVIDE A PROGRAM FOR PROTECTING THE PUBLIC WATER SYSTEM FROM CONTAMINATION DUE TO BACKFLOW OF CONTAMINANTS THROUGH THE WATER SERVICE CONNECTION INTO THE PUBLIC WATER SYSTEM

XI. Adjournment

Persons who require assistance or need information regarding access to the meeting and the availability of special facilities are requested to telephone Laurie Hardwick, ADA Coordinator, at (765) 655-2301 or (765) 653-3100, at least three days in advance of the meeting.

City of Greencastle

City Hall
One North Locust Street, P.O. Box 607
Greencastle, Indiana 46135
Lynda Dunbar, Clerk-Treasurer, 765-653-9211

For assistance with this form call:
765-848-1515

SPECIAL EVENT STREET CLOSURE REQUEST

Note: Representation at the Common Council meeting where your request will be heard is required, unless waived by the Mayor or Clerk-Treasurer. The Clerk-Treasurer's office will provide you with the date and time of the meeting.

Sponsoring/Host Organization: Scott and Janet Eaton

Contact Name: Janet Eaton

Contact Telephone: 765-266-2584

Contact E-Mail: janet.eaton.878@yahoo.com

Date of Council meeting you plan to attend: July 10

Name of the Event: Stress Relief Block Party

Location of the Event: Indiana Street

Date(s) of the Event: July 26

Time(s) of the Event: 4p - ?

(Greencastle Ordinance No. 2009-7 requires a noise waiver for events between the hours of 10:00 pm and 8:00 am.)

Streets requested to be closed:

E. Columbia Street to
N. Jackson St.

Start and end time times for the closure:

4p - ?

Prior to receiving final approval for the street closure, you may be required to meet with the City Attorney to sign a contract with hold harmless language and you will be required to provide a certificate of liability insurance. You may also be asked to contact the Police, Fire and Public Works Departments for any special requirements unique to your street closure request.

**Return completed form to Clerk-Treasurer's Office at above address or to
ldunbar@cityofgreencastle.com
no later than the Thursday prior to Common Council meeting.**

Greencastle Common Council

Approved: Denied: Stipulations by Common Council:

If required, Fire Dept. notified: Police Dept. notified: Dept. of Public Works notified:

City Form 10001 (R1 / 08-2016)

City of Greencastle

City Hall
One North Locust Street, P.O. Box 607
Greencastle, Indiana 46135
Lynda Dunbar, Clerk-Treasurer, 765-653-9211

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SPECIAL EVENT NOISE ORDINANCE WAIVER REQUEST

Note: Representation at the Common Council meeting where your request will be heard is required, unless waived by the Mayor or Clerk-Treasurer. The Clerk-Treasurer's office will provide you with the date and time of the meeting.

Sponsoring/Host Organization: Scott + Janet Eaton

Contact Name: Scott and Janet Eaton

Contact Telephone: 765 246 2584 Contact E-Mail: _____

Date of Council meeting you plan to attend: July 10th 2025

Name of the Event: Stress Relief Block Party

Location of the Event: 200 N Indiana St.

Date(s) of the Event: July 26, 2025

Time(s) of the Event: 4pm - ?

(Greencastle Ordinance No. 2009-7 requires a noise waiver for events between the hours of 10:00 pm and 8:00 am.)

Are any streets to be closed for this event? Yes: No:

If yes, complete a Special Event Street Closure Request.

Street is closed due to 231 project

area will be E Columbia St to N Jackson St.
from 200 N Indiana St.

Return completed form to Clerk-Treasurer's Office at above address or to
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no later than the Thursday prior to Common Council meeting.

Greencastle Common Council

Approved: Denied: Stipulations by Common Council:

If required, Fire Dept. notified: Police Dept. notified: Dept. of Public Works notified:



Department Report

MEETING DATE

July 10, 2025

PREPARED BY

Jason Keeney

MONTHLY HIGHLIGHTS

The Forest Hill Cemetery Board met at Greencastle City Hall on Thursday, July 3, 2025 3:30 pm. For it's monthly meeting. Claims were approved as well as the Superintendents report for the month of June. Rental House Payment was received, there were two staking fees collected for monument placement in the cemetery. Eight funerals were held and one lot was sold during the month of June.

ATTACHMENTS

Claims

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Signatures of Governing Board of Forest Hill Cemetery

We have examined the Accounts Payable listed on the foregoing Accounts Payable Voucher Sheet consisting of one (1) page and except for claims not allowed as shown on the voucher, such claims for the month of June 2025 in the amount of **\$798.67** are hereby allowed, dated this day July 3, 2025 by the Forest Hill Cemetery Board.

Allowance of Accounts Payable Vouchers

<u>VENDOR:</u>	<u>AMOUNT:</u>
Headley Hardware (00825)	\$7.25
Humphreys Outdoor Power (00865)	\$375.52
CarQuest (00572)	\$282.90
Butler's LP & Fertilizer (00203)	\$133.00

June 2025

**Forest Hill Cemetery
Accounts Payable Voucher**



Department Report

MEETING DATE

July 10, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

Greencastle Fire Department July 2025 Council Report

The Greencastle Fire Department responded to 181 calls for service during June 2025, compared to 151 calls in June 2024. This represents an 18% increase in call volume over the same period last year.

Year-to-date, the department has responded to 950 calls in 2025, compared to 875 calls at this time in 2024—an 8% increase in total call volume.

Training & Staffing

- Firefighters completed 450 hours of training in June.
- Four reserve firefighters worked a combined total of 26 hours during the month.

Personnel Milestones

- *Grant Bryan* – 4 years of service (June 19)
- Scott Mayhew was officially moved off probation and presented his helmet shield on June 3.
- Stephen Kerr passed his NREMT exam, bringing the department's total number of certified EMTs to 23.

Community Engagement & Events

- Escorted local Special Olympics athletes en route to Terre Haute for competition.
- Hosted the annual Bill Newgent Memorial Golf Scramble at Tiger Pointe.
- Completed our t-shirt fundraiser benefiting Bob Campbell and Stan Frank. With the support of the community, we were able to present Bob and Stan with a check for \$1,600.
- Celebrated the 4th of July by providing coverage of the city's fireworks event and hosting our

annual cookout for firefighters and their families.

ATTACHMENTS

1. GFD-Incident-Dashboard-Last-Month-7-7-2025

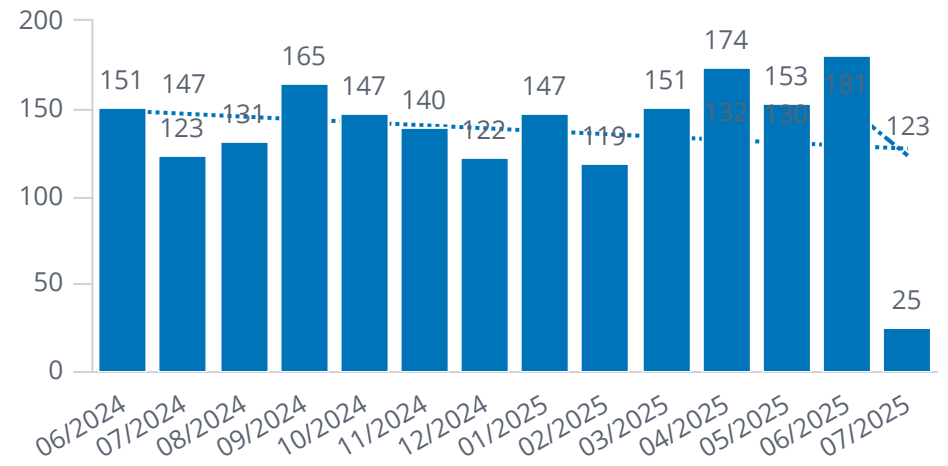
Incidents Last Month

181

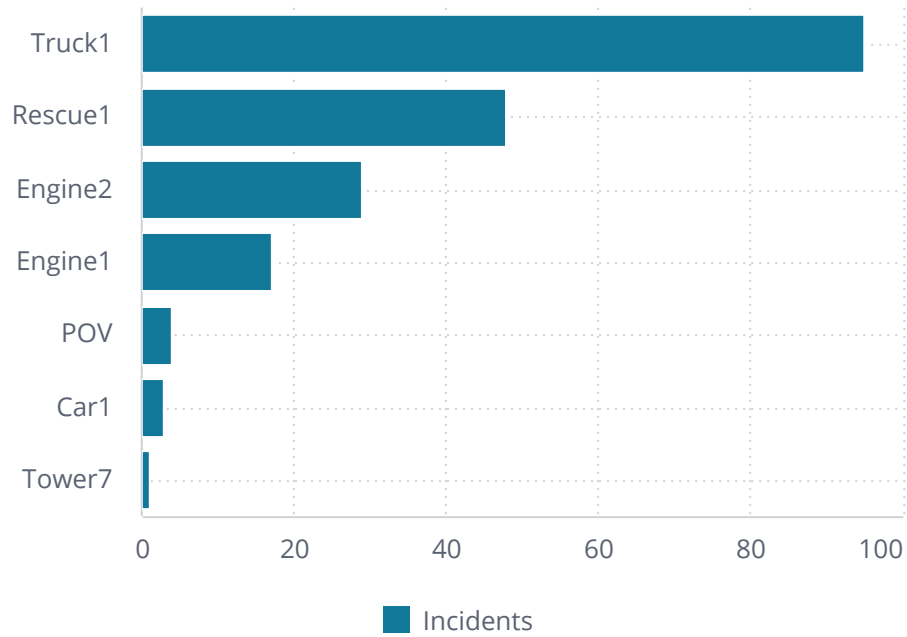
YTD Incidents

950

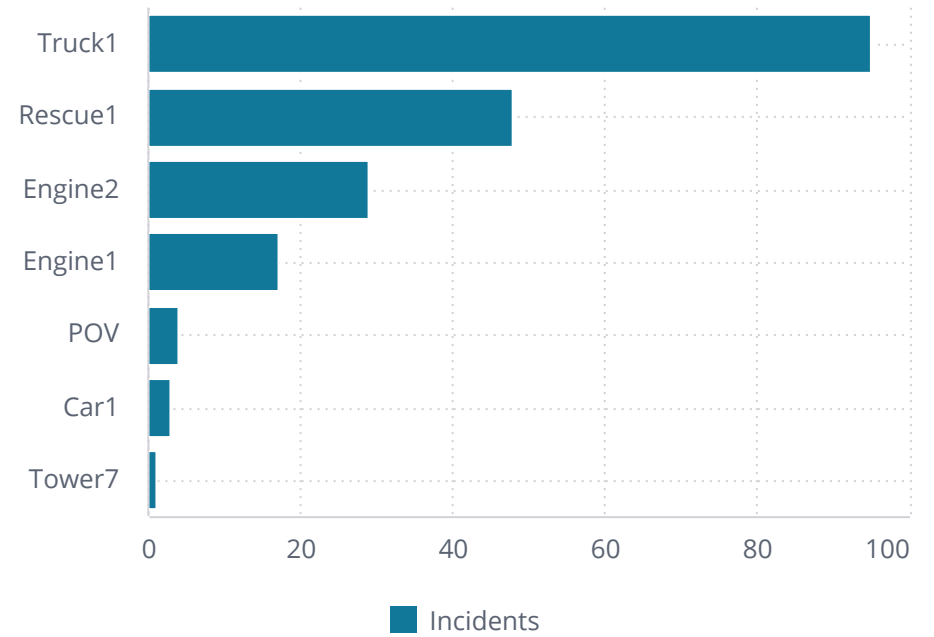
Monthly Incident Trending



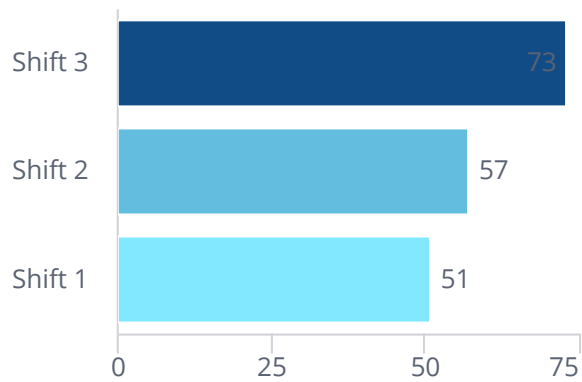
Incidents by Unit Last Month



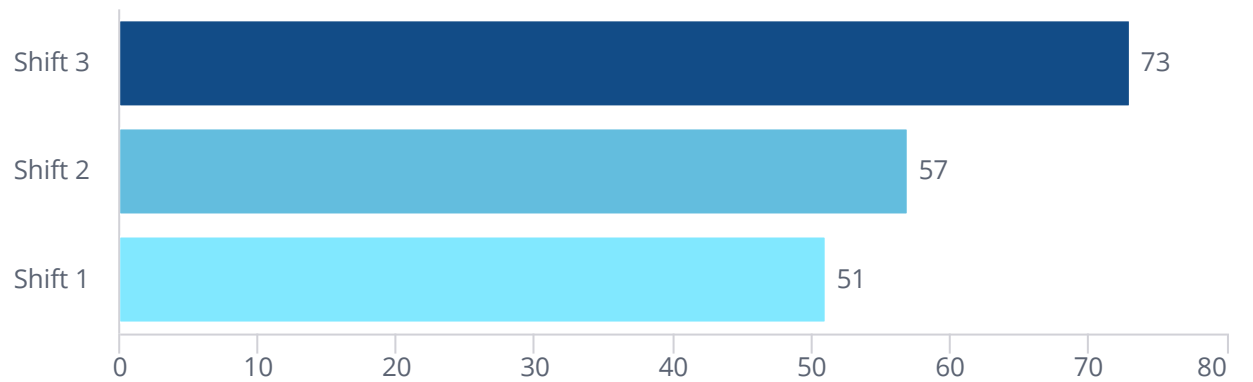
Incidents by Unit This Year



Incidents by Shift Last Month



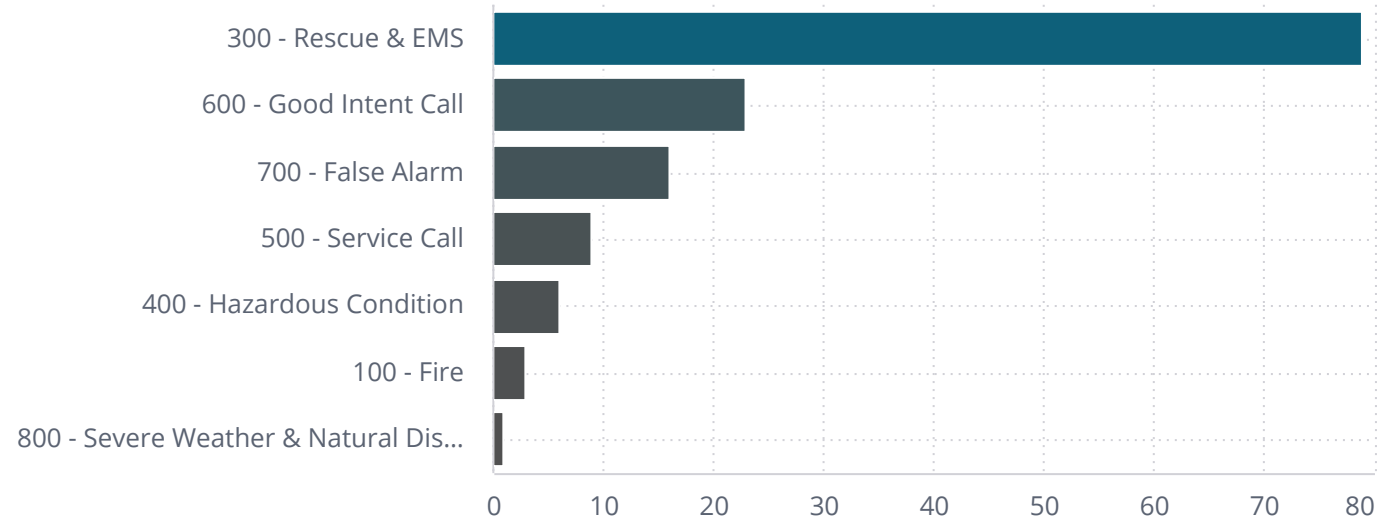
Incidents by Shift This Year



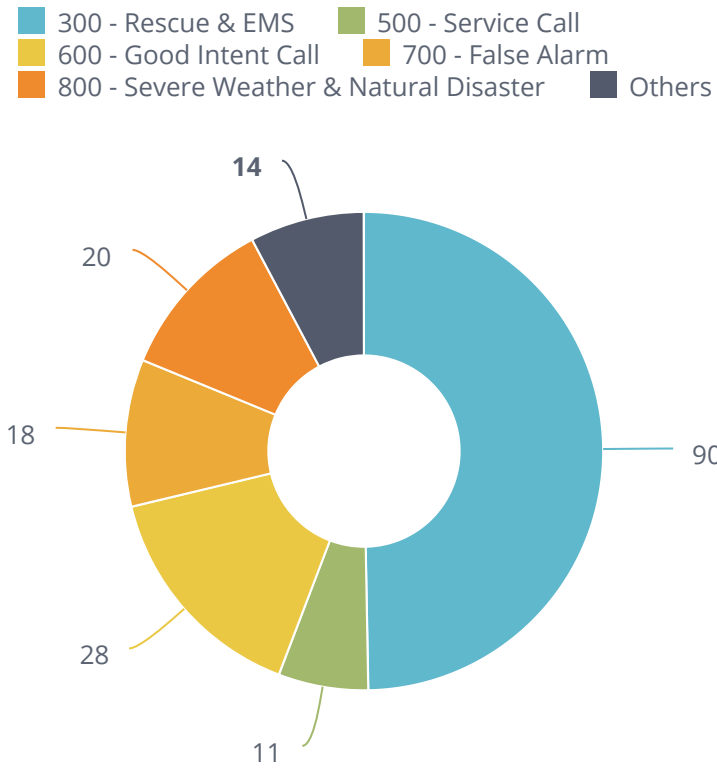
Station Coverage Last Month

137

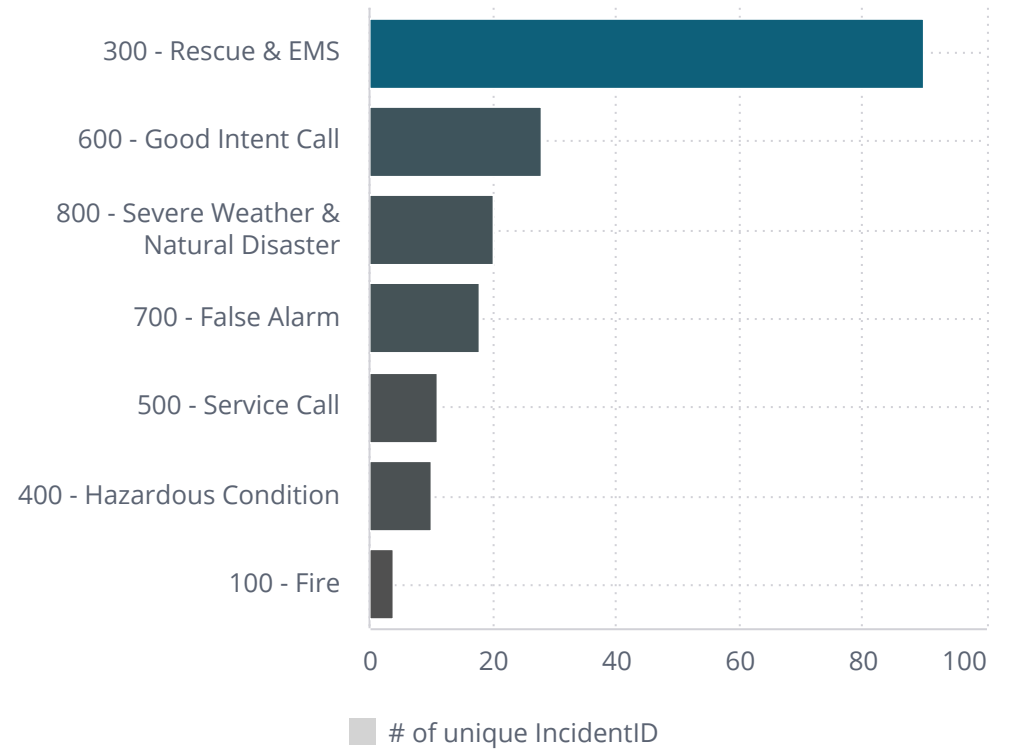
Station Coverage by Type This Month



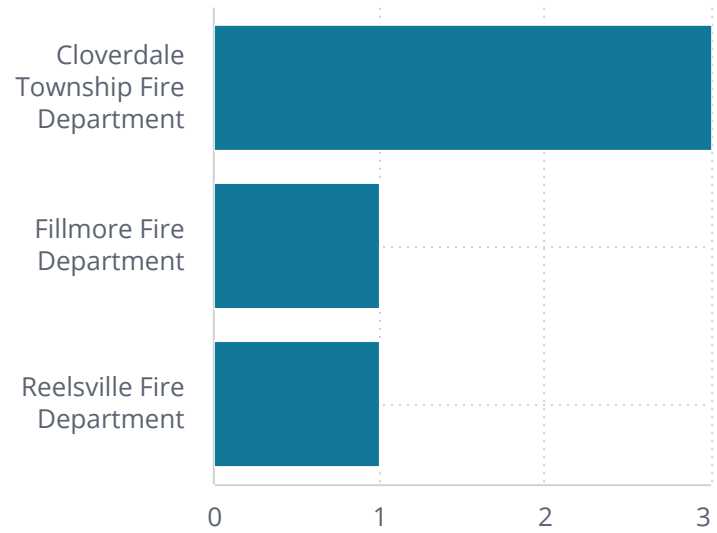
Incidents by Type Last Month



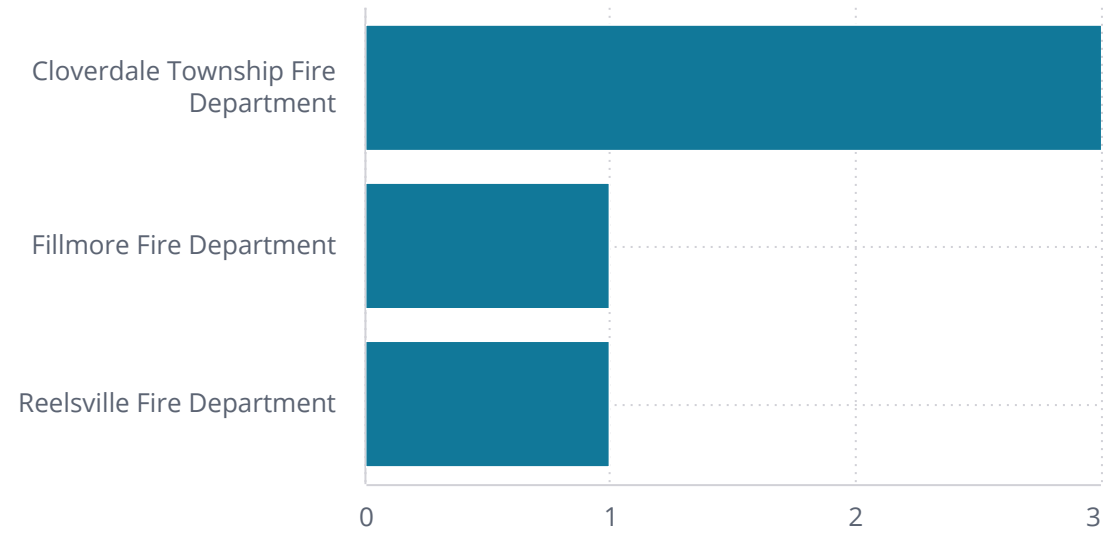
Incidents by Type This Year



Mutual Aid Given Last Month



Mutual Aid Given YTD



Incident Type Detail Last Month

Incident Type Group	Incident Type	Calls
100 - Fire	Building fire	3
	Cooking fire, confined to container	1
300 - Rescue & EMS	EMS call, excluding vehicle accident with injury	29
	Medical assist, assist EMS crew	52
	Motor vehicle accident with injuries	4
	Motor vehicle accident with no injuries.	2
	Motor vehicle/pedestrian accident (MV Ped)	1
	Rescue or EMS standby	1
	Trapped by power lines	1
400 - Hazardous Condition	Gas leak (natural gas or LPG)	3
	Power line down	7
500 - Service Call	Assist invalid	5
	Public service	1
	Ring or jewelry removal	2
	Tree Down	3
600 - Good Intent Call	Dispatched & canceled en route	16
	HazMat release investigation w/no HazMat	2
	No incident found on arrival at dispatch address	10
700 - False Alarm	Alarm system activation, no fire - unintentional	15
	CO detector activation due to malfunction	1
	Extinguishing system activation	1
	Smoke detector activation, no fire - unintentional	1
800 - Severe Weather &	Severe weather or natural disaster standby	20



Department Report

MEETING DATE

July 10, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. June_Fire_Inspections 2025



June Fire Inspections

Inspection Location	Occupant Name	Inspection Type	Inspection Number	Inspector	Status
1001 S Bloomington St	Center Well Home Health	B- Business General Fire	R25-0095-01	John Burgess	Pass
1001 S Bloomington St	One Main Financial	B- Business General Fire	R25-0098-01	John Burgess	Pass
1001 S Bloomington St	Edward Jones	B- Business General Fire	R25-0100-01	John Burgess	Pass
605 S Bloomington St	Country Mark	B- Business General Fire	25-0116	John Burgess	Pass
1007 Mill Pond Dr	USDA Service Center	B- Business General Fire	R25-0093-01	John Burgess	Pass
1020 Ave F	Putnam County Division of Family Resources	B- Business General Fire	R25-0092-01	John Burgess	Pass
504 S Bloomington St	O'Brien Mechanical LLC	B- Business General Fire	25-0117	John Burgess	Fail
508 S Bloomington St	Concepts the Cabinet Shop	B- Business General Fire	25-0118	John Burgess	Fail
600 S Bloomington St	Collins Evans Real Estate	B- Business General Fire	25-0119	John Burgess	Fail
424 S Bloomington St	Domino's Pizza	B- Business General Fire	25-0120	John Burgess	Pass
406 Maple Ave	M & R Machine Shop	B- Business General Fire	25-0121	John Burgess	Pass
400 S Bloomington St	Pizza King	B- Business General Fire	25-0122	John Burgess	Fail
416 S Bloomington St	Grooming Gallery	B- Business General Fire	25-0123	John Burgess	Pass
1010 Indianapolis Rd	CVS	B- Business General Fire	R25-0063-02	John Burgess	Pass
1360 Indianapolis Rd	Castle Smoke Shop	B- Business General Fire	R25-0034-03	John Burgess	Fail
833 Indianapolis Rd	Rent a Center	B- Business General Fire	R25-0066-02	John Burgess	Pass



Inspection Location	Occupant Name	Inspection Type	Inspection Number	Inspector	Status
833 Indianapolis Rd	Smoke Shop	B- Business General Fire	R25-0062-02	John Burgess	Fail
819 E Franklin St	Your Higher Self Holistic Wellness	B- Business General Fire	R25-0115-01	John Burgess	Pass
1208 S Bloomington St	American Family Insurance	B- Business General Fire	R25-0110-01	John Burgess	Pass
1148 S Bloomington St	McClure Gas Station	B- Business General Fire	R25-0105-01	John Burgess	Pass
1215 S Bloomington St	Casey's	B- Business General Fire	R25-0106-01	John Burgess	Pass
1205 S Bloomington St	Papa John's	B- Business General Fire	R25-0108-01	John Burgess	Fail
820 Indianapolis Rd	Fireworks Store	B- Business General Fire	25-0124	John Burgess	Pass
1152 Indianapolis Rd	Taco Bell	B- Business General Fire	R25-0042-03	John Burgess	Pass
Putnam Plaza	Tractor Supply Company	B- Business General Fire	R25-0023-03	John Burgess	Pass
17 S Indiana St	Moore's Bar	B- Business General Fire	25-0125	John Burgess	Pass
11 E Walnut St	Studio Eleven	B- Business General Fire	25-0126	John Burgess	Fail
26 E Washington St	Buzz Bomb Graphics	B- Business General Fire	25-0127	John Burgess	Fail
19-25 S Indiana St	Britt's Blooming Boutique	B- Business General Fire	25-0128	John Burgess	Fail
12-14 E Washington St	GreenRoom Salon & Spa	B- Business General Fire	25-0129	John Burgess	Fail
19-25 S Indiana St	WREB Radio	B- Business General Fire	25-0130	John Burgess	Fail
400 S Bloomington St	Pizza King	B- Business General Fire	R25-0122-01	John Burgess	Pass
25 S Vine St	Hammer & Swigart CPA'S	B- Business General Fire	25-0131	John Burgess	Fail



Inspection Location	Occupant Name	Inspection Type	Inspection Number	Inspector	Status
19-25 S Indiana St	Greencastle Township Trustee	B- Business General Fire	25-0132	John Burgess	Fail
19-25 S Indiana St	Greencastle Township Trustee	B- Business General Fire	25-0132	John Burgess	Fail
Robe Ann Park	City Pool	A-4 Assembly General Fire	R25-0114-01	John Burgess	Open
1019 Indianapolis Rd	Speedway	B- Business General Fire	R25-0055-03	John Burgess	Fail
1153 Indianapolis Rd	Speedway LLC	B- Business General Fire	R25-0049-03	John Burgess	Fail
1744-1748 Indianapolis Rd	AT&T	B- Business General Fire	R25-0082-02	John Burgess	Fail
1109 Indianapolis Rd	Putnam County Prosecutor Child Support Division	B- Business General Fire	R25-0041-04	John Burgess	Fail
1746-1752 Indianapolis Rd	World Finance	B- Business General Fire	R25-0084-02	John Burgess	Fail
1750 E Indianapolis Rd	TNT Fireworks	B- Business General Fire	25-0133	John Burgess	Pass

42 Inspections



Department Report

MEETING DATE

July 10, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. CC Agenda--Planning 07.10.25

Greencastle Common Council Report— July 10th, 2025

City Planning Department

Prepared by: Blaine Rout (765-848-1504) - brout@cityofgreencastle.com

Board of Zoning Appeals Meeting:

The BZA meeting on July 1st was held where Greencastle Hospitality requested a special exception and variance of development standards related to opening a hotel in the former Old National Bank building located at 1 N Indiana Street. The special exception and variance were both granted, with the expectation that plans and permits will follow in the coming weeks/months. Furthermore, the storage unit facility at 620 Tennessee Street requested a special exception to allow for storage of boats/RVs as well as U-Haul rentals. The special exception was granted conditionally such that additional landscaping would be provided for, especially tree plantings along the edge of the property facing Veterans Highway. Another petition was continued until August per the request of the applicant.

Technical Review Committee:

The Technical Review Committee meeting on June 12th was held to discuss parking lot expansion for the West Central Veterinary Services business. The main concern as part of discussion is drainage as well as parking dimensions and some landscaping islands. An ILP has not been issued yet, as the applicant wishes to modify the plans to accommodate tree preference as well as parking space dimensions and so forth.

Unsafe Building Committee:

There are no buildings currently on the docket to be reviewed by the committee. That is the final step before the city would take action to proceed with demolition. As the former “3rd Degree” and Victorian Day Spa have not been demolished yet, they remain on the queue as potential to bring before the committee if action is not taken in the coming weeks while the weather is still appropriate for such action.

Plan Commission Meeting:

Greencastle Plan Commission’s meeting for June 23rd was cancelled due to lack of business.

MS4 Stormwater Committee Meeting and Activities:

On June 18th, Board of Works had voted in favor of an expenditure related to services rendered by Lochmueller Group to provide an inspection report of existing infrastructure to include an action plan for areas in need of repairs/upgrades, etcetera. The report will serve as a much-needed baseline from which to move forward with the use of stormwater funds that can be used to facilitate modernization of the infrastructure.

Activities

- Street Tree Board – Next Tree Board meeting is on August 6th. One tree had been removed to accommodate an ADA ramp for the new hotel at 1 S Jackson St, where the Board will discuss possible locations for a replacement tree to be planted somewhere in the public space within the city.
- Sustainability Commission – The meeting on June 17th was cancelled due to lack of business.
- Code Enforcement Activity continues throughout the city. Due to effective notification to property owners about code requirements, especially for property maintenance, “voluntary compliance” has increased to the extent that expenses related to mowing has slowed recently. If trends continue, future funds could be diverted to help with broader “nuisance abatement” activity to help cleanup vacant or significantly blighted properties in the city.
- Thrive West Central’s interns and staff have been around the city taking pictures of existing sidewalk and related problem areas. At the conclusion, their report will provide a much-needed baseline on conditions (similar to the stormwater services), so that an action plan can be created. On a similar note, the city (through this department), has applied for the “Safe Streets and Roads for All” Federal Grant, that will help use crash report data including fatalities to provide a data-driven action plan on where to

make modifications/upgrades and so forth to crosswalks, streets and similar in a manner that will increase pedestrian and motorist safety on city streets and sidewalks.

- Reviewed various building and sign permits.



Department Report

MEETING DATE

July 10, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. city counsel report june 2025

July 2nd, 2025

Greencastle Police Department Common Council Report June 2025

<u>CALL ACTIVITY TOP 5</u>	<u>#</u>
LOCKOUTS	74
SUSPICIOUS PERSON	45
ADMINISTRATIVE	44
ACCIDENTS	42
TRAFFIC VIOLATIONS	37

DEPARTMENT EMPLOYMENT ANNIVERSARIES

Parking Officer Heather Fauber 6-23-22 (3 YEARS)

PATROL-Officers conducted 91 traffic stops in the month of June. Officers responded to 517 calls for service, opened 50 criminal case reports and completed 16 Indiana Crash Reports. Officers completed a total of 19 field arrests for the month. Patrol Officers assisted with several events on Saturdays throughout the month of June including the CARR 5K (14th), Pedal Putnam Bike Race (21st) and Gravel Grinder Bike Championships (28th).

DETECTIVES- Detectives were assigned 8 new cases as well as 3 DCS cases. Detectives were called out 5 times during the month. 2 cases were sent to the Prosecutor's Office for charges. 1 case was closed. Detectives served 1 search warrant for the month.

PARKING ENFORCEMENT- 64 tickets were issued for the month (40-3 HR, 12-wrong direction, 3-no parking, 4-handicap parking, 2-parking zone, 2-reserved parking, 1-prohibited parking).15 warnings were written. 39 tickets have been paid and 22 have not been paid, 3 tickets were voided.

RESERVES- The Reserve Division worked 34 hours for the month.

TRAINING

Officer Damon Ludwig attended Advanced Roadside Impaired Driving Training on June 2-3rd in Terre Haute.

Capt. Skip Inman & Sgt. Nick Eastham conducted Emergency Vehicle Operations training for GPD at the ILEA track in Plainfield on June 17-18th.

Officer Luke Brown attended Advanced Pistol Optics Training on June 20th at the Putnam County Range.

Capt. Brad Hiatt, Sgt. Nick Eastham, Officer Jared McDaniel & Officer Damon Ludwig attended School Resource Officer Basic Course on June 23rd-June 27th at Perry Township School Corporation.

GPD Officers attended 2025 Legal Updates training at the Putnam County Prosecutor's Office on June 24th.



Department Report

MEETING DATE

July 10, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

Summary Report for June 2025



Department of Public Works

Sign Work:

1. Put up DORA signs around downtown this month.
2. Replaced 2- poles and 2- breakaways this month.
3. Put out cones and barricades for First Friday, Pedal Putnam and Gravel Grinder this month.

Sweeping:

1. Swept downtown and surrounding 2 blocks 3 times, swept where roads were milled 6 times and city streets 1 time after storm using 73 gallons of diesel, 200 gallons of water and collected 56 yards of debris this month.

Storm Work:

1. Cleaned city drains 2 times this month collecting 1.75 tons of debris.

Patching:

1. Milled and patched 26 streets this month using 135.71 tons of HMA.

Tree Work:

1. Trimmed back trees along sidewalks and alleys around town hauling off 5 truckloads of limbs.
2. Cleaned up after wind storm hauling off 22 truckloads of limbs.

Misc:

1. Unloaded new guardrails for Albin Pond Rd.

ATTACHMENTS

None



Department Report

MEETING DATE

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MONTHLY HIGHLIGHTS

ATTACHMENTS

1. Report to Council & BOW

2025

	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YEARLY AVERAGE
AVERAGE DAILY FLOW IN (M.G.D.)	1,501	1,449	1,448	3,016	1,768	1,966							1,858
													YEARLY TOTAL
DAYS ABOVE DESIGN FLOW	0	0	0	8	1	6							15
DAYS OF OVERFLOW AT PLANT	0	0	0	0	0	0							0
RAIN INDUCED OVERFLOW COL. SYSTEM	0	0	0	1	0	1							2
MECH/ELECT ISSUE CAUSING OVERFLOW	0	0	0	0	0	0							0
SEWER CALLS BLOCKAGE IN CITY LINES	0	0	0	0	0	0							0
EMERGENCY REPAIRS MADE	0	0	0	0	0	0							0
OVERFLOW CAUSED BY BLOCKAGE IN CITY LINES	0	0	0	0	0	0							0
SEWER LINE CLEANED (FOOTAGE)	340	2,039	1,971	1,484	2,788	1,406							10,028
LOCATES	135	188	246	344	408	530							1,851
TAP PERMITS	0	0	0	0	0	0							0
SEWER LINES TELEVIEWED (FOOTAGE)	0	320	947	2,589	2,388	6,057							12,301

2024

	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YEARLY AVERAGE
AVERAGE DAILY FLOW IN (M.G.D.)	2,190	1,391	1,544	2,691	1,595	1,053	1,271	1,000	1,001	0,975	1,176	1,618	1,459
													YEARLY TOTAL
DAYS ABOVE DESIGN FLOW	8	0	0	8	2	0	0	0	0	0	0	3	21
DAYS OF OVERFLOW AT PLANT	0	0	0	0	0	0	0	0	0	0	0	0	0
RAIN INDUCED OVERFLOW COL. SYSTEM	0	0	0	0	0	0	0	0	0	0	0	0	0
MECH/ELECT ISSUE CAUSING OVERFLOW	0	0	0	0	0	1	1	0	1	0	0	0	3
SEWER CALLS BLOCKAGE IN CITY LINES	0	1	0	1	0	0	0	0	0	0	0	0	2
EMERGENCY REPAIRS MADE	0	0	0	0	0	0	0	0	0	0	0	0	0
OVERFLOW CAUSED BY BLOCKAGE IN CITY LINES	0	0	0	0	0	0	1	0	0	0	1	0	2
SEWER LINE CLEANED (FOOTAGE)	0	1,530	1,580	1,260	4,626	2,107	2,487	4,054	550	895	3,657	340	23,086
LOCATES	112	120	247	207	207	198	222	249	188	250	191	165	2,356
TAP PERMITS	1	0	3	2	1	4	0	2	4	0	0	0	17
SEWER LINES TELEVIEWED (FOOTAGE)	0	1,295	2,931	2,125	3,074	2,756	4,728	2,644	2,117	3,884	4,396	1,746	31,696



Department Report

MEETING DATE

July 10, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

None

**Greencastle Parks & Recreation Department
Accounts Payable Voucher Docket
Wednesday, June 4, 2025
(For business of May 2025)**

Vendor	Description	Amount
Ashtley Square Cinema	Movie for SPARKS	\$ 665.00
CarQuest	Grease Fittings	\$ 10.51
Headley Hardware	Repair Parts	\$ 429.00
James Hardwick	DJ Services 4th of July	\$ 500.00
Visa Card Services	Red Cross, Supplies, Pickle Ball Nets	\$ 2,839.04
Humphrey's	Diesel Fuel Filter Assembly	\$ 30.72
Spear Aquatics	Chemicals and Plumbing Parts	\$ 19,875.85
Keystone Cooperative	Diesel & Regular Unleaded	\$ 234.08
Butler's LP	Field Marker	\$ 25.50
Gordon Food	Concessions Food	\$ 3,492.39
Lincoln Park Stone	Gravel	\$ 43.68
Johnny Quick	Portalets	\$ 220.00
S5 Security	Security Monitoring	\$ 29.95
BBP Water Company	Pool Testing	\$ 25.00
Element Water Testing	Pool Testing	\$ 763.00

Total General Operation Expenses \$ 29,158.72 ~~\$ 29,183.72~~
 Allowance of Account Payable Vouchers
 We have examined the Accounts Payable of the foregoing Accounts Payable Voucher Docket(s) consisting of 1 page(s) and, except for claims not allowed as shown on this docket, such claims are hereby allowed in the total amount of **\$29,158.72** dated July 2, 2025.

SIGNATURES OF THE GOVERNING BOARD


 Cathy Merrell, President

 Doug Hutchison

 Tim Thegg, Vice President

 Scott Hamilton



Department Report

MEETING DATE

July 10, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. June 2025 Water Report

Greencastle Utilities

Monthly Report

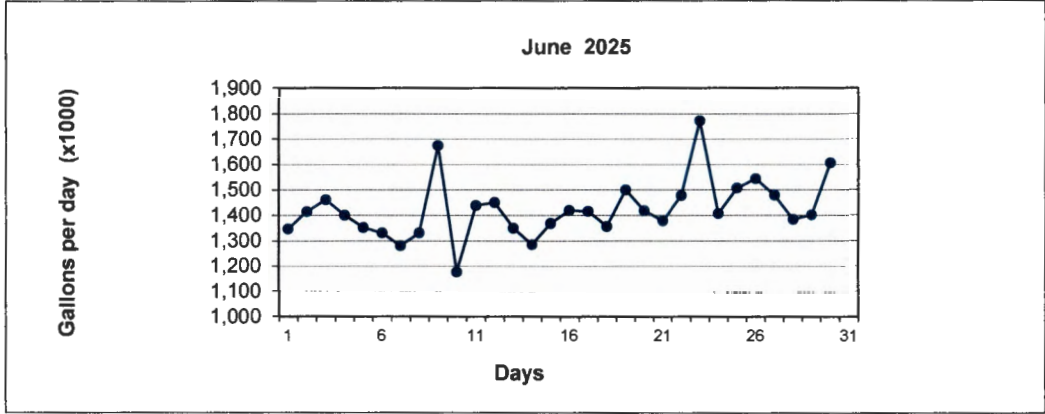
June 2025

Gallons

1,424,766 Average daily pumpage

1,773,040 Peak Day 23

1,177,365 Minimum Day



Utility Repairs & Statistics	Number	Brief Description
Water main leaks - (4" - 12")	1	1750' south of Co Rd 200 S & Zinc Mill Rd - 12" main - Meade Const. Co. working for Centerpoint Energy.
Service line leaks	1	203 Crosson St - Replaced meter yoke
Other		
Fire hydrant flushing		
Water main tie-ins	1	Percy Julian & E Washington St - Calumet Const.
Installed new fire hydrants	2	1461 and 1922 Rangeline Road
Work Orders	176	
Meter Change-Outs	70	
IUPPS line locates	530	
Total active accounts	3725	
Disconnects for non-payment	48	

Month	Calendar Month Pumpage	Known Water Usage / Loss	Gallons Sold	Unaccountable Water	Peak Day Gallons	Peak Day
2025						
January	43,075,631	555,056	30,936,532	20.5%	1,576,089	28
February	42,688,191	500,814	29,569,188	21.3%	1,696,459	13
March	45,094,715	525,163	30,031,452	24.8%	1,564,515	6
April	44,175,740	1,664,639	32,223,092	21.1%	1,724,622	28
May	44,706,118	1,556,852	32,932,196	17.9%	1,751,339	7
June						
July						
August						
September						
October						
November						
December						
YTD	Totals:	219,740,395	4,802,524	155,692,460		



City of Greencastle
Common Council
Regular Session
Mikayla Johnson - Clerk Treasurer

June 12, 2025 | 7:00 PM
City Hall
One North Locust Street, P.O. Box 607
Greencastle, Indiana 46135

MINUTES

I. Call to Order; Roll Call

Mayor Dunbar called the meeting to order at 7:00pm. Clerk-Treasurer, Mikayla Johnson, called the roll. Councilors Thomas, Asbell, Hammer, Langdon, Masten, Nicholson, and Aguirre were all present.

II. Pledge of Allegiance

III. Public Petitions and Comments

Teresa requested that the DORA boundaries be extended a block from Market St to Madison St so that the Moose Lodge could be included to participate.
Rhonda Castelle, a resident from 60 Frazier St. addressed her concerns with the semi truck traffic on Frazier St. and all the damage they're causing in the area.

IV. Special Requests

- A. Street Closure Request - Putnam County 4H Fair Parade
Councilor Masten made a motion to approve the street closure request as presented, seconded by Councilor Asbell, 7-0, motion carried.

V. Department Reports

- A. Cemetery - Jason Keeney
- B. Fire Department - Rob Frank
- i. Fire Inspections - John Burgess
- C. Planner - Blaine Rout
- D. Police Department - Chris Jones
- E. Department of Public Works - Andrew Rogers
- F. Wastewater Department - Oscar King Jr.

i. Report to Council

G. City Attorney - Laurie Robertson Hardwick

H. Park & Recreation - Jason Keeney

I. Water Department - Rick Denney

VI. Reports

A. Mayor's Report

INDOT is on schedule and some of the first layers of pavement have been laid. Mayor Dunbar has been contacted by INDOT's ADA compliance officer regarding the downtown 231 sidewalks as there has been multiple complaints regarding the safety and accessibility.

INDOT will need to close down the entire route for approximately two weeks to completely finish up the project.

Washington St. project is on schedule.

The City has received a sidewalk grant and there are a few individuals assessing the City sidewalks.

Barriers have been delivered and they will be moved onto Albin Pond road. Board of Works will approve a contract for repaving at their meeting on Wednesday, June 18, 2025.

The street department has been milling and repaving roads.

Councilor Hammer asked for an update on the Toddson/J-Mar Drive project, which should be concluded by the end of this month.

Mayor Dunbar and Aubree Hiatt, Administrative Assistant, are starting a Mayor's Youth Council.

B. Clerk-Treasurer's Report

C. Councilors' Report

Councilor Aguirre rode out with GFD a few weeks ago, rode out with Captain Hiatt from GPD yesterday, has selected a firm (TPMA) to use for the \$40,000 childcare grant in conjunction with Greencastle/Putnam County Development Center.

Councilor Masten thanked the Clerk-Treasurer for the clean audit report and Mayor Dunbar for how great City Hall looks.

Councilor Langdon reminded everyone that the Keith Karr 5k and Pedal Putnam are coming up.

Councilor Asbell was thankful that there is sidewalk on 10th street now.

Councilor Hammer echoed Councilor Masten's comments on how great City Hall looks.

Councilor Thomas commented that the fencing needs repaired behind the Sherwood Church area of the People's Pathways. Councilor Thomas would like to make a motion that City Council use their EDIT Funds to support the Emerald Palace 2.0 project, seconded by Mark Hammer 7-0 motion carried. Thanked the Mayor on her presentation

over SB1 and thinks the City Council should support the Mayor in presenting to all units in Putnam County.

VII. Approval of Minutes

Councilor Langdon made a motion to approve the minutes as presented, seconded by Councilor Aguirre, 7-0, motion carried.

A. Approval of Minutes - May 8, 2025

B. Approval of Minutes - June 2, 2025

VIII. Approval of Claims

Councilor Hammer made a motion to approve the claims as presented, seconded by Councilor Masten, 6-0-1, motion carried. Councilor Aguirre abstained due to a conflict of interest.

IX. Old Business

A. Ordinance 2025-05 An Ordinance Amending the Text of the City of Greencastle, Indiana Zoning Ordinance (Second Reading)

Councilor Masten made a motion to approve Ordinance 2025-05 with the proposed amendments, seconded by Councilor Asbell, 6-1, motion carried.

X. New Business

A. Resolution 2025-02 A RESOLUTION AFFIRMING PREMIUM BRANDS SERVICES, LLC, known as KNITWELL GROUP formerly known as ASCENA RETAIL GROUP, INC. OF COMPLIANCE WITH STATEMENTS OF BENEFITS

Councilor Thomas made a motion to approve Resolution 2025-02 as presented, seconded by Councilor Hammer , 7-0, motion carried.

B. Resolution 2025-03 A RESOLUTION AFFIRMING CHIYODA USA CORPORATION OF COMPLIANCE WITH STATEMENTS OF BENEFITS

Councilor Hammer made a motion to approve Resolution 2025-03 as presented, seconded by Councilor Thomas, 6-0-1, Councilor Aguirre abstained, motion carried.

C. Resolution 2025-04 A RESOLUTION AFFIRMING CROWN EQUIPMENT CORPORATION OF COMPLIANCE WITH STATEMENTS OF BENEFITS

Councilor Masten made a motion to approve Resolution 2025-04 as presented, seconded by Councilor Asbell, 7-0, motion carried.

D. Resolution 2024-05 A RESOLUTION AFFIRMING HEARTLAND AUTOMOTIVE, LLC, OF COMPLIANCE WITH STATEMENTS OF BENEFITS

Councilor Langdon made a motion to approve Resolution 2025-05 as presented, seconded by Councilor Nicholson, 7-0, motion carried.

E. Resolution 2025-06 A RESOLUTION AFFIRMING PHOENIX CLOSURES, INC., AND CUATRO, LLC, OF COMPLIANCE WITH STATEMENTS OF BENEFITS

Councilor Thomas made a motion to approve Resolution 2025-06 as presented, seconded by Councilor Hammer, 7-0, motion carried.

- F. Resolution 2025-07 A RESOLUTION AFFIRMING INDIAN SPRINGS, NORTH, OF COMPLIANCE WITH STATEMENTS OF BENEFITS
Councilor Hammer made a motion to approve Resolution 2025-07 as presented, seconded by Councilor Nicholson, 7-0, motion carried.
- G. Resolution 2025-08 A RESOLUTION AFFIRMING C&R QUALITY RENTALS, LLC, OF COMPLIANCE WITH STATEMENTS OF BENEFITS
Councilor Hammer made a motion to approve Resolution 2025-08 as presented, seconded by Councilor Langdon, 6-0-1, Councilor Masten abstained, motion carried.
- H. Safe Streets And Roads For All Grant
Councilor Asbell made a motion to approve, seconded by Councilor Aguirre, 7-0, motion carried.

XI. Adjournment

Councilor Nicholson made a motion to adjourn at 8:49pm, seconded by Councilor Asbell, 7-0, motion carried.

Lynda R. Dunbar, Mayor

ATTEST:

Mikayla J. Johnson, Clerk - Treasurer

ORDINANCE 2025-6

AN ORDINANCE AMENDING ORDINANCE 2024-16, ADOPTING AND ESTABLISHING DESIGNATED OUTDOOR REFRESHMENT AREAS IN THE CITY OF GREENCASTLE, INDIANA

WHEREAS, Indiana Code 7.1-3-31 et seq. authorizes the establishment of a Designated Outdoor Refreshment Areas ("DORA") within municipalities.

WHEREAS, on February 13, 2025, the Common Council of the City of Greencastle (City) established a DORA through the passage of Ordinance 2024-16.

WHEREAS, the City wishes to amend the boundaries and the map of the DORA area contained in that Ordinance.

NOW, THEREFORE, BE IT ORDAINED, by the Common Council of the City of Greencastle, State of Indiana, as follows:

The following section of Ordinance 2024-16 is hereby amended and shall read as follows:

1. **Sec. 4-113. Downtown DORA Designation**

The area depicted in Exhibit "A," attached hereto and incorporated herein, is designated as the Downtown Designated Outdoor Refreshment Area ("Downtown DORA"). The Downtown DORA and all subsequently adopted and established DORA areas are referred to collectively, herein, as "DORAs" or generally as a "DORA." The boundaries of the Downtown DORA by street location and direction are as follows:

Zone 1 (Historic Downtown)

Boundaries: East Sidewalks from the intersections at N Market St and E Franklin to east to the West Sidewalks N College St and E Franklin; from the North Sidewalk of Franklin St, South to the South Sidewalks of Poplar St., except the two blocks east of Indiana Street and Walnut Street; **and also along the south sidewalk at the intersection of Franklin Street and Market Street west to ½ block west of the intersection of N. Madison Street then south one block to Washington Street, then east to the intersection of Washington Street and Market Street** and all the area in between.

Overview: Effectively Downtown Greencastle. The sidewalk directly behind the east side of the Square down to include the **Moose Lodge**, Burdge Boots and public city lot on Jackson Street. To the West of Lost Hollow, and including Doc's Inn. And North of the public lot of Walnut. Dora Cups would be prohibited in the public parking lots to deter drinking and driving.

Zone 2 (Seminary Square/DePauw Corridor)

Boundaries: From the west sidewalk of Indiana St. to the east sidewalk of S. Spring St. From the south sidewalk of E. Walnut St. to the south sidewalk of E. Seminary St. Also, the half block running from the south sidewalk of Poplar Street, to the north sidewalk of Seminary Street, between Indiana Street and ½ block west of Indiana Street.

Overview: From the bottom edges of Zone 1 and Zone 3, south to include 202 S College and 2 West Seminary (Marvin's, The Duck, The Elks and the Inn at DePauw).

Zone 3 (East Downtown/South City Hall)

Boundaries: The south sidewalk from the intersection of S. College St. and US HWY 231 (Washington St) to the west sidewalk at the Intersection of S. Locust St. and US HWY 231 (Washington St). south to the south sidewalk of E. Walnut St.

Overview: The area east of Zone 1 and North of Zone 2 to include 302 & 306 E Washington Street (Taco Wapo and Meyer's Market), with the approval of St. John's Catholic Church.

2. The map attached to Ordinance 2024-16 as Exhibit A shall be replaced with the map attached hereto as Exhibit A, indicating the DORA zones.
3. All other provisions, terms and conditions contained in Ordinance 2024-16 shall remain in full force and effect.

SO ORDAINED by the Common Council of the City of Greencastle, Indiana this ____ day of _____, 2025.

Mark Hammer

Stacie Langdon

David Masten

Tina Nicholson

Kathi Asbell

Vincent Aguirre

Darrel Thomas

Approved and signed by me this ____ day of _____, 2025, at _____ o'clock ____m.

Lynda Dunbar, Mayor

ATTEST:

Mikayla J. Johnson, Clerk-Treasurer

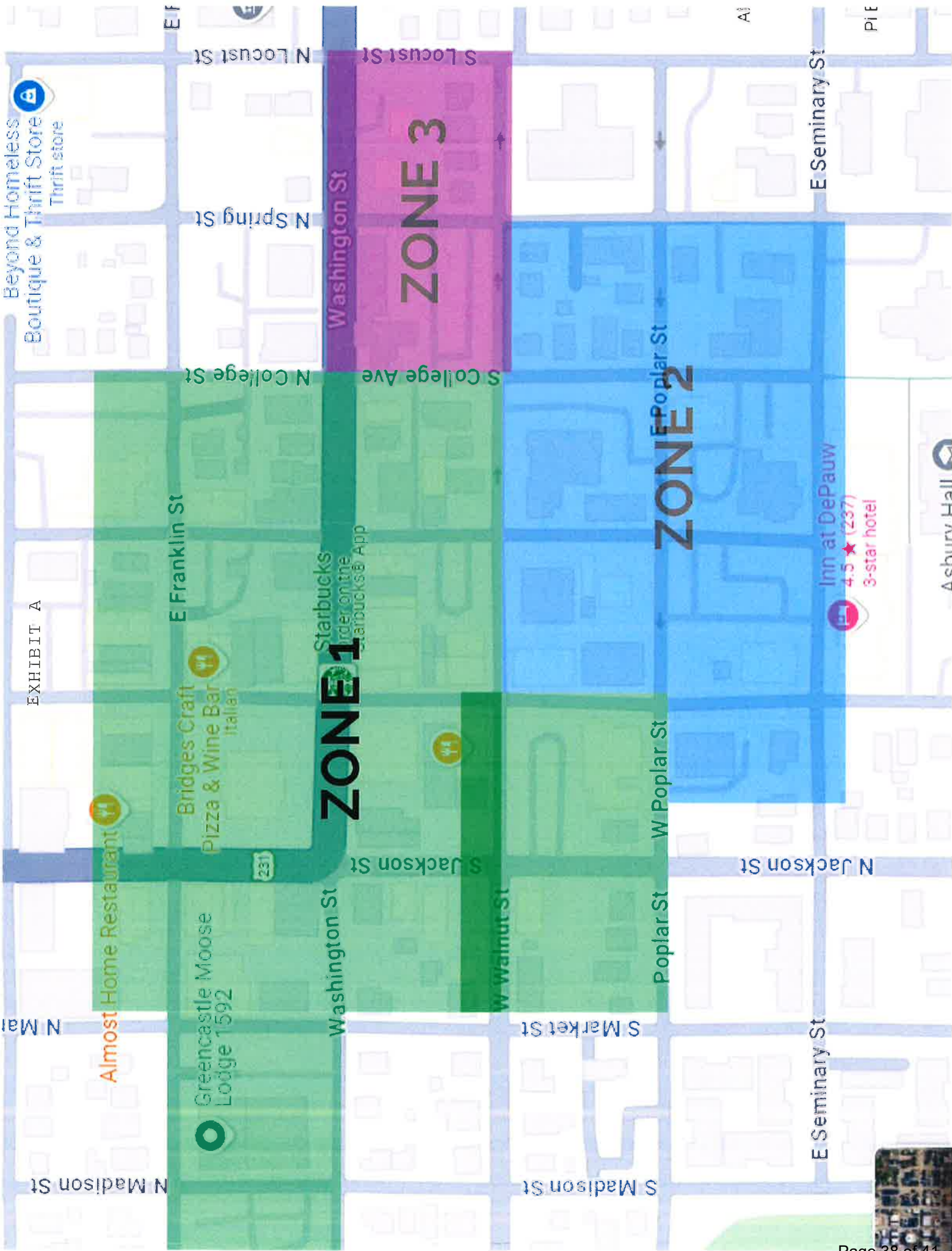


EXHIBIT A

ORDINANCE NO. 2025-_____

AN ORDINANCE TO PROVIDE A PROGRAM FOR PROTECTING THE PUBLIC WATER SYSTEM FROM CONTAMINATION DUE TO BACKFLOW OF CONTAMINANTS THROUGH THE WATER SERVICE CONNECTION INTO THE PUBLIC WATER SYSTEM

WHEREAS 675 Indiana Administrative Code, Article 16, Rule 1.4, of the Indiana Plumbing Code, as adopted by the Indiana Fire Prevention and Building Safety Commission, requires protection of the public water supply from contaminants due to backflow through connections to fire protection and standpipe systems; and

WHEREAS the Indiana Department of Environmental Management authorizes the maintenance of a continuing program of cross-connection control which will systematically and effectively prevent the contamination of all potable water systems.

NOW, THEREFORE, BE IT ORDAINED COMMON COUNCIL of the city of Greencastle, Putnam County, Indiana:

SECTION 1. That a cross connection shall be defined as any physical connection or arrangement between two otherwise separate systems, one of which contains potable water from the Greencastle water department, and the other water from a private source, water of unknown or questionable safety, or steam, gases, chemicals, whereby there may be a flow from one system to the other, with the direction of flow dependent upon the pressure differential between the two systems.

SECTION 2. That no person, firm, or corporation shall establish or permit to be established or maintain or permit to be maintained any cross connection. No interconnection shall be established whereby potable water from a private, auxiliary, or emergency water supply other than the regular public water supply of the Greencastle Water Department, Indiana may enter the supply or distribution system of said municipality, unless such private, auxiliary or emergency water supply and the method of connection and use of such supply shall have been approved by the City of Greencastle Water Department and the Indiana Department of Environmental Management in accordance with 327 IAC 8-10.

SECTION 3. That it shall be the duty of the city of Greencastle Water Department to maintain, administer and implement the Cross-Connection Control Program.

SECTION 4. That it shall be the duty of the city of Greencastle Water Department to cause inspections to be made of all properties served by the public water system where cross connections with the public water system are deemed possible. The frequency of inspections and re-inspections based on potential health hazards involved shall be established by the city of Greencastle Water Department.

SECTION 5. That upon presentation of credentials, a representative of the Greencastle Water Department shall have the right to request entry at any reasonable time to examine the property served by a connection to the public water system of city of Greencastle Water Department for cross connections. On request, the owner, lessee or occupant of any property so served shall furnish to the inspection agency any pertinent information regarding the piping system or systems on such property. The refusal of access or refusal of requested pertinent information shall be deemed evidence of the presence of cross connections.

SECTION 6. That the city of Greencastle is hereby, authorized and directed to discontinue water service to any property, wherein any connection in violation of this ordinance exists and to take such other precautionary measures deemed necessary to eliminate any danger of contamination of the public water system. Water service shall be discontinued five (5) business days after the notice is served to the owner, lessee or occupants of the property or premises where a violation is found or suspected to exist. Water service to such property shall not be restored until the cross connection(s) has been eliminated in compliance with the provisions of this ordinance.

SECTION 7. That, if it is deemed by the city of Greencastle that a cross connection or an emergency endangers public health, safety or welfare and requires immediate action and a written finding to the effect is filed with the Clerk-Treasurer of city of Greencastle and delivered to the consumer's premises, service may immediately be discontinued. The consumer shall have an opportunity for a hearing before the Greencastle Board of Public Works and Safety within ten (10) days of such emergency discontinuance, upon written request by the consumer. In order to initiate an appeal, the consumer shall deliver a written request for a hearing, describing the basis of the appeal, to the Greencastle Clerk-Treasurer, who shall schedule a hearing. The determination of the Board of Public Works and Safety shall be final.

SECTION 8. That all consumers using toxic or hazardous liquids, all hospitals, mortuaries, wastewater treatment plants, laboratories and all other hazardous users shall install and maintain a reduced pressure principal backflow preventer in the main water line serving each building on the premises. The backflow preventer must be installed in an easily accessible location not subject to flooding or freezing.

SECTION 9. The reduced pressure backflow preventers shall not be installed below ground level.

SECTION 10. That this ordinance does not supersede the Indiana plumbing code, the IDEM rule 327IAC 8-10 or the building and plumbing code or other applicable rules and regulations of the City, but is supplementary to them. In the absence of code provisions or in amplification thereof, the materials and procedures set forth in appropriate specifications of the ASTM and WPCF manual of practice No.9 current issue and the uniform building and plumbing code of the state shall apply.

SECTION 11. In addition to IDEM rule 327 IAC 8-10-4(c), a list of customer facilities that need a backflow prevention device will be maintained by the city of Greencastle Water Department as part of the cross connection control program.

SECTION 12. That if in the judgement of the Greencastle water department, an approved backflow prevention device is necessary for the safety of the public water system; the superintendent will give notice to the water consumer to install such an approved device immediately. The water consumer shall, at his own expense, install such an approved device at a location and in a manner approved by the superintendent and shall have inspections and tests made of such approved devices as required by the superintendent and in accordance with the IDEM rule 327 IAC 8-10.

SECTION 13. This ordinance shall become effective (10) days after adoption on second reading by the Common Council of the City of Greencastle, Putnam County, Indiana.

SO ORDAINED by the Common Council of the City of Greencastle, Indiana this ____ day of _____, 2025.

Mark Hammer

Stacie Langdon

David Masten

Tina Nicholson

Kathi Asbell

Vincent Aguirre

Darrel Thomas

Approved and signed by me this _____ day of _____, 2025, at _____
o'clock ____m.

Lynda Dunbar, Mayor

ATTEST:

Mikayla J. Johnson, Clerk-Treasurer