



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

August 13, 2026 | 7:00 PM
City Hall
One North Locust Street, P.O. Box 607
Greencastle, Indiana 46135

AGENDA

- I. Call to Order; Roll Call**
- II. Public Hearing**
- III. Public Petitions and Comments**
 - A. Rural Transit Update - Amy Guerrettaz, Executive Director, Area 10 Agency on Aging
- IV. Special Requests**
 - A. Street Closure Request - DePauw University Football Games
 - B. Street Closure Request - Putnam County Mural Festival
 - C. Street Closure Request - Putnam County Mural Festival Block Party
 - D. Street Closure Request - First Friday
- 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.
 - 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 - July 9, 2026
- VIII. Approval of Claims**
- IX. Old Business**

A. ORDINANCE 2026-07 - FEE SCHEDULE (SECOND READING)

X. New Business

- A. ORDINANCE 2026-08 AN ORDINANCE APPROVING THE PARTIAL VACATION OF GILLESPIE STREET BETWEEN HILL STREET AND HANNA STREET LOCATED IN THE CITY OF GREENCASTLE, PUTNAM COUNTY, INDIANA
- B. RESOLUTION 2026-12 A RESOLUTION PURCHASING SURPLUS VEHICLE FROM THE CITY OF GREENCASTLE
- C. Discussion: Council Appointment to BZA

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
Mikayla Johnson, Clerk-Treasurer,
765-848-1510

For assistance with this form call:
765-848-1510

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: _____

Contact Name: _____

Contact Telephone: _____ Contact E-Mail: _____

Date of Council meeting you plan to attend: _____

Name of the Event: _____

Location of the Event: _____

Date(s) of the Event: _____

Time(s) of the Event: _____
(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:

Start and end time times for the closure:

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
mjohnson@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 (R2 / 02-2026)

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City Form 10001 (R2 / 02-2026)



Department Report

MEETING DATE

August 13, 2026

PREPARED BY

Jason Keeney

MONTHLY HIGHLIGHTS

Interments: 5 (3f:2c)

Lot Sales: 3

House Rental: 1

The cemetery workload was busy for the month with appointments and interments. The grass began to slow down from a lack of rain, then we received 3" of rain on Saturday and grass began to grow again. We will continue with mowing. Most of the younger gentlemen have returned to school and there are still have a few that will leave for college later this month.

ATTACHMENTS

1. CemeteryboardAug26

FOREST HILL CEMETERY

Board Agenda

Thursday August 6th, 2026 3:30 PM

City Hall

1 North Locust Street, Greencastle, IN 46135

- 1. Call to order**
- 2. Public Hearings/Presentations**
- 3. Approval of Minutes of regular meeting -July 2, 2026**
- 4. Approval of Claims & Invoices -July 2026**
- 5. Unfinished/Ongoing Business**
- 6. New Business**
 - a. Wind Phone Donation**
- 7. Adjournment**

Next Meeting: September 3, 2026 @ 3:30 PM

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.

Forest Hill Cemetery Board Minutes July 2, 2026

Board Members Jeff Flint, Nola Zimmerman, Judy Miller, Linda Huber and Superintendent Jason Keeney present. Meeting was held at Greencastle City Hall, 1 North Locust Street, Greencastle, Indiana 46135 3:30 pm.

Approval of Income & Expenses:

- A. Income for June: \$7,050.00
- B. Payables for June: \$3,163.03
- C. Direct Payables for June: \$2,795.58

Motion to approve claims was made by Judy, seconded by Jeff, all in favor.

No Motion to approve direct payables because there were none.

²
Public Petition:

No Public Petition

Note:

There was discussion on the claims and Judy motion, Jeff seconded, passed 4-0 and the direct payables the director answered questions for the board. Linda made the motion to accept, Nola Seconded all in favor 4-0

No ship date had been provided yet for shipping the columbarium. Nola reminded Superintendent that he had skipped over the Superintendent's Report because Jason put them in the wrong order in the packet. Jeff let Jason know that there were still several orders out for engraving from his business and they would be out to do them within the next few weeks. The Abbey had been sprayed with a cleaner and we will wait and see what it does to the building's stone. We are moving dirt over to the area behind section 7 to fill the sinking areas and will be running some electrical to the abbey later this Fall. Jason invited the cemetery board to all of the Celebrate 4 events at Robe-Ann Park.

Having nothing further to discuss, Judy made a motion to close, Jeff seconded all were in favor 4-0 to close meeting.

Respectfully Submitted,



Jason Keeney, Superintendent

**To The Honorable Board of Trustees
Forest Hill Cemetery**

July 31 2026, Respectfully Submitted,

The Following Exhibit for the Month Ending

[illegible]

Superintendent _____
Gordon Keeney

Forest Hill Cemetery
Accounts Payable Voucher Docket
Thursday, August 6, 2026
(For business of July 2026)

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Butlers	Weedkiller, Grass Seed	\$280.00
CarQuest	Belts and Hitch	\$5.42
Headley Hardware	Supplies and Repair Parts	\$51.28
Humphreys'	Mower Parts, Carburater rebuild, fuel system service	\$794.06
JTN Services	Mower Blades	\$149.63
		\$1,280.39

Total General Operation Expenses	\$1,280.39
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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 **\$1,280.39** dated August 6, 2026.

SIGNATURES OF THE CEMETERY BOARD MEMBERS

Jeff Flint

Linda Huber

Nola Zimmerman

Judy Miller

Forest Hill Cemetery
Direct Payable Voucher Docket
Thursday, August 6, 2026
(For business of July 2026)

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Visa Card Services	May 2026 Bill	\$ 102.00
keystone		\$ 2,449.10
Total General Operation Expenses		\$ 2,551.10

Allowance of Account Payable Vouchers

We have examined the Direct Payables of the foregoing Direct Payables 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 **\$2551.10** dated August 6, 2026.

SIGNATURES OF THE GOVERNING BOARD

Jeff Flint

Linda Huber

Nola Zimmerman

Judy Miller



Hello, My name is Sara Smith and on December 6th 2021 I lost my son. He is buried at Forest Cemetery and for every parent that has lost a child I grieve for them.

So I would like to be able to build a wind phone by the covered bridge located at Forest Hill with a bench beside it in honor of his name, Trevor L Smith.

A wind phone is a phone that you can talk to your loved one's in heaven and give you the privacy to do so. It is to be placed in nature facing the sunset.

The wind carries the message to them.

I feel this is a wonderful thing to do for our community.

Attached is an example of one. Thank you

Sara Smith



Department Report

MEETING DATE

August 13, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

Greencastle Fire Department July 2026 Council Report

The fire department responded to 173 calls for service during the month of July. Compared to 158 calls for service during July 2025, there was an 8.6% increase in response volume from July 2025 to July 2026.

The fire department has responded to 1126 calls for service in 2026 compared to 1083 at this time in 2025. There was a 4% increase in response volume in 2026 compared to 2025.

Firefighters completed 581 hours of training in July.

Firefighters spent 8 hours conducting fire prevention and community risk reduction in July.

Seven reserve firefighters worked 169 hours in July.

Firefighters covered the park during the July 4th festivities and fireworks.

We held our annual 4th of July family cookout sponsored by Local 5125.

We hosted a Push-In Ceremony for our new Engine-1.

We hosted an Isaiah-117 House Lemonade Stand at the firehouse.

We participated in the Putnam County Fair Parade. We assisted in the command center and drove our new engine, and the mayor rode in the 1926 Studebaker.

We held a fire prevention talk and truck tours at Elite Sky Hawks.

We provided coverage for the Rodney Atkins concert at the Putnam County Fair.

We participated in the Putnam County Community Night Out, providing fire prevention supplies and speaking to the public about fire safety.

ATTACHMENTS

None



Department Report

MEETING DATE

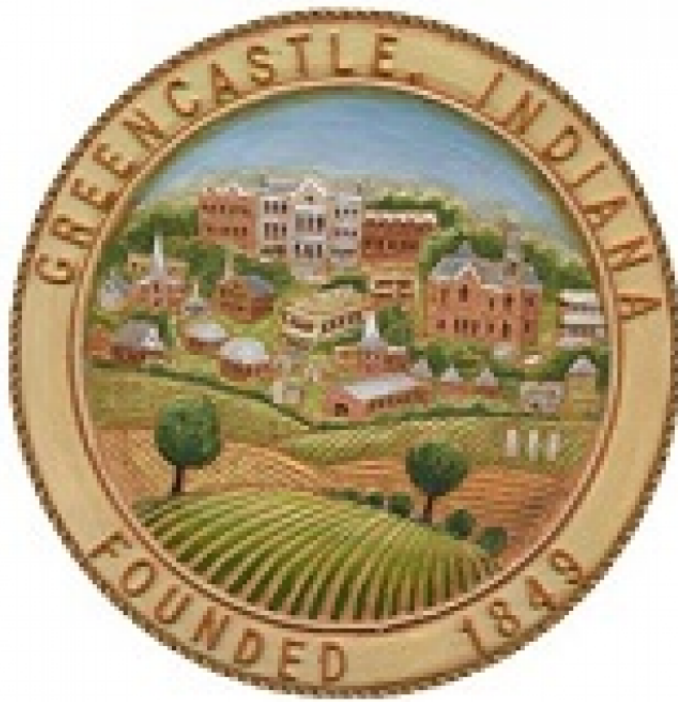
August 13, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. July_2026_Fire_Inspections



July 2026 Fire Inspections

Inspection Location	Occupant Name	Building Desc	Inspection Number	End Date	Status
102 E Walnut St	Putnam County Public Library		R26-0014-04	2026-07-09 11:00:00	Fail
202 S College Ave	Marvins		R26-0012-03	2026-07-09 11:30:00	Pass
US 231	Goat Barn	Goat Barn	26-0035	2026-07-13 10:30:00	Fail
US 231	Goat Barn	Goat Barn	26-0035	2026-07-13 10:30:00	Fail
US 231	Putnam County Fair & 4-H Club Associatio	Beef Barn	26-0036	2026-07-13 09:15:00	Pass
US 231	Putnam County Fair & 4-H Club Associatio	Indoor Show Arena	26-0037	2026-07-13 09:20:00	Pass
US 231	Putnam County Fair & 4-H Club Associatio	Dairy Barn	26-0038	2026-07-13 09:20:00	Pass
US 231	Putnam County Fair & 4-H Club Associatio	Rabbit Barn	26-0039	2026-07-13 09:25:00	Pass
US 231	Putnam County Fair & 4-H Club Associatio	Emergency Services	26-0040	2026-07-14 13:30:00	Pass
US 231	Putnam County Fair & 4-H Club Association	Community Center	26-0041	2026-07-14 13:35:00	Fail
US 231	Putnam County Fair & 4-H Club Associatio	Poultry Barn	26-0042	2026-07-14 13:40:00	Pass
US 231	Putnam County Fair & 4-H Club Associatio	Horse Barn 1	26-0043	2026-07-15 13:55:00	Pass
US 231	Putnam County Fair & 4-H Club Associatio	Horse Barn 2	26-0044	2026-07-15 13:55:00	Fail
US 231	Putnam County Fair & 4-H Club Associatio	Swine Barn	26-0045	2026-07-15 13:55:00	Pass
US 231	Putnam County Fair & 4-H Club Associatio	Sheep Barn	26-0046	2026-07-15 14:00:00	Pass
US 231	Putnam County Fair & 4-H Club Associatio	Lions Club	26-0047	2026-07-16 13:40:00	Pass
US 231	Putnam County Fair & 4-H Club Associatio	Legion Burgers	26-0048	2026-07-16 13:40:00	Pass
US 231	Putnam County Fair & 4-H Club Associatio	Industrial Tent	26-0049	2026-07-16 13:45:00	Pass



Inspection Location	Occupant Name	Building Desc	Inspection Number	End Date	Status
US 231	Putnam County Fair & 4-H Club Associatio	Llama / Alpaca Tent	26-0050	2026-07-16 13:50:00	Pass
US 231	Putnam County Fair & 4-H Club Associatio	Producers stand	26-0051	2026-07-16 13:55:00	Pass
US 231	Putnam County Fair & 4-H Club Associatio	Harris Hall	26-0052	2026-07-16 13:55:00	Pass
415 E Anderson St	Beta Theta Pi	Fraternity	26-0053	2026-07-21 13:55:00	Fail
1289 N Jackson St	North Salem State Bank		26-0054	2026-07-28 10:30:00	Fail
37 N US 231	Tiger Pointe Country Club Inc		26-0055	2026-07-30 21:00:00	Pass
415 E Anderson St	Beta Theta Pi	Fraternity	R26-0053-01	2026-07-31 11:25:00	Fail
25 Inspections					



Department Report

MEETING DATE

August 13, 2026

PREPARED BY

Blaine Rout, Planner

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. CC Report - Planning 08.13.26
2. 7 BuildingDivision July 26

Greencastle Common Council Report—August 13th, 2026

Department of Planning, Zoning, and Inspections

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

Board of Zoning Appeals Meeting:

Quorum could not be met at the July meeting. The August 4th meeting continued a sole petition regarding sidewalks at the proposed residential subdivision, Southern Acres, on the newly annexed parcel located on South Street near the intersection of Zinc Mill Road. The required sidewalk width is 5ft for residential use, whereas the petitioner has requested a variance to allow for a width of 4ft. The variance was approved. The next Board of Zoning Appeals meeting will take place August 4th.

Technical Review Committee:

The August 13th meeting of Technical Review Committee will discuss Phase II of Greencastle Acres (Formerly “Ottawa” Trailer Park). Phase II has been in and out of City administration for approvals since 1993, but was never actually built out. Since the roads and lots are all private, the City sets expiration dates on approvals. Since the investment was not made in building out the infrastructure in past ownership, the new ownership will need approval again. However, given the context in which this is being framed and the current new owner’s portfolio of properties, I believe this approval is going to result in Phase II being completed. Important to note is that a storm shelter to accommodate residents of the park is in the new submitted design, so there are additional measures for life safety in the event of a tornado or other severe weather event. Also to be discussed is a significant development proposal, being facilitated through a Minor Subdivision and Zoning Map Amendment (Rezoning) petition. Wawa, a company specializing in fuel stations/convenience stores integrated with made-to-order hot food, has formally provided submittals to the City, with intent to build at the northwest corner of the intersection of Calbert Way and SR-240. The process will reach various bodies including Council (for rezoning).

Unsafe Building Committee:

9 Beveridge Street is expected to be demolished by the end of the month. Potential for other enforcement action elsewhere on other properties is a potential, but a new location has not yet been identified for enforcement action at this time.

Plan Commission Meeting:

Greencastle Plan Commission’s meeting on August 24th is set to continue discussion of the Southern Acres Preliminary Plat. The proposal has a unique configuration and ownership arrangement that our code does not accommodate well. It is set up like a townhome (with shared walls), but due to the infrastructure being made as a public improvement, and the owners having ownership of their own yard space, it is somewhat of a hybrid mix between condominiums and single-family detached. That has complicated the process, but Zoning Ordinance allows for the City Planner to designate an undefined use as the most closely matching use, which would be condominiums in this case. Condominiums are generally exempt from lot standards, and with the approval of a sidewalk variance through BZA, it is expected that the Preliminary Plat would generally comply with standards. Should it get approved, the Final Plat would be heard in Technical Review Committee on September 10th.

MS4 Stormwater Activities:

Crown Equipment Corp’s property on Fillmore Road (formerly IAC) has been given an approval to move forward with improvements to their site that will reduce the overall demand on the culverts running across Fillmore Road and the property to the north. Public improvements may be needed, but will likely take place after work is completed on private property, so that a proper assessment can be made.

Activities

- Sustainability Commission – Met on July 21st with some general updates. I proposed the commission explore some options for bioswale design and recommended vegetation as part of the Unified Development Ordinance draft and/or amendment to our Stormwater Ordinance. Our drainage ditches are often overlooked, but can dual function with vegetation and rock for better water quality and aesthetic improvement throughout the City.
- Tree Board – The board met on August 5th to discuss general updates. No specific projects are being considered at this time.
- Completed work on a brochure for our Code Enforcement Program. Placement is in the lobby of City Hall.
- Hiring of an additional building inspector is likely in the coming weeks, which should help accommodate current demands and expectations for projects that are starting to begin.
- Worked on improvement location permits, sign permits, building permits, and provided technical assistance on various projects throughout the City.

Building Division

From: 7/1/2026 to 7/31/2026 (Issued Date)

Permits Issued

Year:	2026			
Month:	Jul			
Permit Number	Owner	Permit Type	Address	Permit Fee
26-3995	Bonaventure Investments LLC	Remodel - Residential	408 E HANNA ST	\$100.00
26-4053	Heise Warren	Accessory - Residential	601 APPLE ST	\$70.00
26-4055	Bret Reinhardt	Remodel - Residential	513 S ILLINOIS ST	\$100.00
26-4059	Greencastle Estates MHC LLC	Mobile & Manufactured Home	1216 S BLOOMINGTON ST	\$70.00
26-4076	Hileman Douglas W & Randa J	Demolition - Residential	799 Rockville Rd	\$55.00
Month Total:				\$395.00

Year:	2026	
Month:	Jul	Year to Date
Permits Issued by Permit Type		
Accessory - Commercial	0	3
Accessory - Residential	1	10
Addition - Commercial	0	3
Addition - Residential	0	2
Demolition - Commercial	0	6
Demolition - Residential	1	6
Electrical - Commercial	0	4
Electrical - Residential	1	12
Mobile & Manufactured Home	1	2
New Building - Commercial	0	2
Remodel - Commercial	0	12
Remodel - Residential	2	8
Residential Pool and Spas	0	1
Single Family & Duplex	0	17
Temporary Structures & Tents - Commercial	0	4
Total Issued:	6	92
Total Receipts:	\$355.00	\$21,804.07
Total housing:	\$0.00	\$6,322,000.00
Total Construction:	\$172,500.00	\$41,767,690.64



Department Report

MEETING DATE

August 13, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. council report July 2026

Aug. 3rd, 2026

Greencastle Police Department Common Council Report JULY 2026

<u>CALL ACTIVITY TOP 5</u>	<u>#</u>
ADMINISTRATIVE	79
LOCKOUTS	52
DISTURBANCE	31
ACCIDENTS	29
SUSP. PERSON	21

DEPARTMENT EMPLOYMENT ANNIVERSARIES

OFFICER JARED MCDANIEL	7-2-2019 (7 YEARS)
SGT. ZACH RHINE	7-7-2015 (11 YEARS)
OFFICER LUKE BROWN	7-17-2017 (9 YEARS)

PATROL-Officers conducted 72 traffic stops in the month of July. Officers responded to 468 calls for service, opened 47 criminal case reports and completed 14 Indiana Crash Reports. Officers completed a total of 24 field arrests for the month. All Officers worked July 4th events at Robe Ann Park. On July 12th most GPD Officers worked the Fair Parade event. Officers participated in the Putnam County Community Night Out Event on Monday July 27th at the Fairgrounds.

DETECTIVES- Detectives were assigned 14 new cases as well as 1 DCS case. Detectives were called out 2 times during the month. 2 cases were sent to the Prosecutor's Office for charges. 14 cases were closed. 1 case was sent to inactive. 10 search warrants were served.

PARKING ENFORCEMENT- 47 tickets were issued for the month (20-overtime limit, 3-no parking, 9-reserve parking, 4-Handicapped parking, 6-wrong direction, 1-prohibited parking, 3-parked yellow, 1-blocking alley). 3 warnings were written, 7 tickets were voided. 26 tickets have been paid and 14 have not been paid.

RESERVES- The Reserve Division worked 96 hours for the month.

TRAINING

GPD Officers conducted Emergency Vehicle Operations Training (EVO) on July 14th and 15th at ILEA. **Capt. Detective Mike Collins** attended Forensic Training on July 14th at the Indianapolis ISP LAB. **Detectives Matt Huffman & Darrel Bunten** attended LE Intelligence training at the Bloomington ISP Post.



Department Report

MEETING DATE

August 13, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

Summary Report for July 2026



Department of Public Works

Sign Work:

1. Put out 120 barricades, 100 cones and all road closure sign for First Friday, July 4th and the Parade this month.
2. Directed traffic for the Parade.
3. Replaced 1- pole, 1- breakaway, 1- 30 MPH sign and 1- Local delivery sign this month.

Mechanical:

1. JCB Backhoe: Cleaned all air filters and changed oil and filter.
2. 11' Ford F-650: Replaced hydraulic pressure gauge.

Sweeping:

1. Swept downtown 5 times and city streets 3 times this month driving 85 miles, used 29 gallons of diesel fuel, 1320 gallons of water and picked up 35 yards of debris.

Storm Work:

1. Cleaned city drains 1 time this month collecting .5 tons of debris.
2. Repaired drains on Liberty and Vine, Shadowlawn, Illinois and Ohio, Howard and Main, W. Walnut, Tulip Trail, Hanna and Locust this month.

Patching:

1. Filled holes on city streets 3 times this month using 1 ton of CMA.
2. Milled spots on N. Arlington, Taylor Place, Locust, S. Jackson filling with 29.10 tons of HMA.

Painting:

1. Painted 75,722 ft. of curbing using 180 gallons of yellow paint.

Mowing:

1. Mowed and weedeated DPW 2 times and city right of ways 1 time this month.

Tree Work:

1. Removed fallen tree at 730 E. Washington hauling off 6 truckloads.
2. Trimmed for line of sight and low branches around town hauling off 10 truckloads.
3. Cut down 3 dead trees at Brentfield, Indiana and W. Washington hauling off 7 truckloads.
4. Removed some hanging limbs in the park hauling off 3 truckloads.

Misc:

1. Disposed of 2 deceased animals this month.
2. Picked up trash along city right of ways 1 time this month collecting 4 bags.
3. Hauled composted leaves from behind the water dept. to the cemetery.

ATTACHMENTS

None



Department Report

MEETING DATE

August 13, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. July Report to Council & BOW

2026

AVERAGE DAILY FLOW IN (M.G.D.)	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YEARLY AVERAGE
	1.006	1.314	2.718	1.658	2.373	1.808	1.055						1.705
YEARLY TOTAL													
DAYS ABOVE DESIGN FLOW	0	0	8	2	7	4	0						21
DAYS OF OVERFLOW AT PLANT	0	0	0	0	0	0	0						0
RAIN INDUCED OVERFLOW COL. SYSTEM	0	0	0	0	0	0	0						0
MECH/ELECT ISSUE CAUSING OVERFLOW	0	0	0	0	0	0	0						0
SEWER CALLS BLOCKAGE IN CITY LINES	0	0	0	0	0	0	0						0
EMERGENCY REPAIRS MADE	0	0	0	0	0	1	0						1
OVERFLOW CAUSED BY BLOCKAGE IN CITY LINES	0	0	0	0	0	0	0						0
SEWER LINE CLEANED (FOOTAGE)	450	543	2,694	1,363	550	1,240	1,587						8,427
LOCATES	246	290	340	389	402	417	417						2,501
TAP PERMITS	1	1	0	1	0	0	1						4
SEWER LINES TELEVIEWED (FOOTAGE)	5,014	5,279	3,993	7,756	995	5,342	4,982						33,361

2025

AVERAGE DAILY FLOW IN (M.G.D.)	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YEARLY AVERAGE
	1.501	1.449	1.448	3.016	1.768	1.966	1.287	1.086	0.996	0.967	1.023	1.184	1.474
YEARLY TOTAL													
DAYS ABOVE DESIGN FLOW	0	0	0	8	1	6	0	0	0	0	0	0	15
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	1	0	1	0	0	0	0	0	0	2
MECH/ELECT ISSUE CAUSING OVERFLOW	0	0	0	0	0	0	0	0	0	0	0	0	0
SEWER CALLS BLOCKAGE IN CITY LINES	0	0	0	0	0	0	0	0	0	0	0	0	0
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	0	0	0	0	0	0	0
SEWER LINE CLEANED (FOOTAGE)	340	2,039	1,971	1,484	2,788	1,406	1,040	2,131	1,374	1,882	636	370	17,461
LOCATES	135	188	246	344	408	530	685	513	361	283	307	214	4,214
TAP PERMITS	0	0	0	0	0	0	0	0	0	0	0	0	0
SEWER LINES TELEVIEWED (FOOTAGE)	0	320	947	2,589	2,388	6,057	2,627	4,132	1,372	2,367	929	4,007	27,735



Department Report

MEETING DATE

August 13, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

None



Department Report

MEETING DATE

August 13, 2026

PREPARED BY

Jason Keeney

MONTHLY HIGHLIGHTS

Highlights from July 2026:

- Celebrate 4 was a successful event, we had a great Rokicki 5K and Firecracker Run! The Dog Costume Contest saw a few entries and we hosted the 3 on 3 basketball tournament again. The Ice Cream Social was successful, but we had to cut it off a little bit early due to severe weather that was making its way into the City.
- The Summer season of Softball wrapped up with and the Fall season has started.
- Emerald Palace has been well-loved and there has been a large amount of young people enjoying the new playground upgrades.
- SPARK ended with a great turnout this year, including the Summer Feeding program for the kids participating.
- The Aquatics Season was extremely successful this year with a 70 days season (69+1 in August). The pool closed early on three occasions due to weather.

ATTACHMENTS

1. AugustParkBoard26



Greencastle Parks & Recreation Department Board Meeting Notice
Wednesday, August 5 , 2026 6:00pm
City Hall
1 North Locust Street, Greencastle IN 46135

1. Call to order
2. Public Hearings/Presentations
3. Approval of minutes of regular meeting- July (VOTE)
4. Approval of Monthly Claims & Invoices- July (VOTE)
5. New Business
 - a. Kevin Rounds - South Putnam County Cross Country Meet Request BWSP
 - b. Robe-Ann Park Softball Field Use fee waived - Putnam County Special Olympics
 - i. September 26th 3:00pm-9:00pm
 - c. Anderson Street Entrance
 - d. Tournament Contract
6. Unfinished/Ongoing Business
 - a. Bankshot basketball
7. Programs Director's Report
8. Director's Report
9. Mayor's Report
10. City Council Liaison Report
11. ADJOURNMENT

Next Meeting: September 2nd, 2026 @ 6:00 P.M.

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.

July 1st Notes

Stacy

Scott

Tim

Cathy

Doug

Harry Bunsbee

- ❖ Tanya Custis- Putnam County Special Olympics
 - Jul 25, 2026 8 am-2 pm Shelter #2
 - Decision: Scott makes a motion to approve the complete fee waiver
 - Cathy Seconds
- ❖ Approval of minutes
 - Vote
 - Tim motions to approve
 - Scott seconds
- ❖ Approval of Monthly Claims
 - Vote
 - Tim makes a motion to approve accounts payable
 - Cathy seconds accounts payable
- ❖ Direct Payable
 - Tim makes a motion to approve
 - Doug seconds
- ❖ Russel Harvey C.A.R.S Pool admission
 - Decision: Cathy motions to approve the admission discount for \$1 a person
 - Tim Seconds
 - If prices change, so does the waiver
- ❖ GHS Girls Soccer Club
 - July 22
 - Full fee waiver~ Discounted rate
 - The pool will be open
 - Half of the Pickleball court
 - Cathy suggests a rate of \$2 per person
 - Cathy made a motion to allow the soccer club to use the pickleball court (3 courts) from 10 am to 12 pm and the pool from 12 pm to 2 pm for \$2 per person
 - Tim seconds
- ❖ Josh w/ Grace Tabernacle pickleball tournament
 - Lower or waive the fee for tennis/pickleball courts for a fundraiser 8 am (\$50 per person)
 - Doug makes a motion to reduce the fee to \$125 **period**
 - Cathy seconds
- ❖ Jaycee Park concerns~ Tommy Presley

- Doug suggest moving the gates up more and adding more signage about the time (Possible fines)
- Adding cameras and moving the response to city police from county
- Promises to look into the issue and find solutions
- ❖ Putnam County Youth Development Commission Teen Court Program-Jessica Lawless
 - Fee Waiver request (July 15 5:30-6:30)
 - Scott makes motion to approve the fee waiver for the shelter
 - Tim and Doug second the motion
- ❖ Ruth Myers- Disc Golf Tournament
 - Feel the need
 - Sports park
 - Permission to use Disc Golf course
 - Doug make motion to allow use of Disc Golf Course
 - Tim seconds
- ❖ Trevor Yuhas-Hedge removal
 - Robe Ann Park removal of Hedge road
 - Mayor suggest talking to new city engineer about fixing and removing the hedge
 - Will be taking a more in depth look at the issues going on with the hedge
 - Trying to avoid a possible flooding
- ❖ Set hours for pickleball/tennis courts
 - No set hours for the courts and has come with some complaints
 - People play late at night and use their car lights
 - Suggestion: Lights turn off at 10pm
 - Police lock the gates at 10pm
 - Doug makes a motion to set official time to 8am-10pm unless during a tournament that can only go to 11pm
 - Official tennis/pickleball courts time is 8am-10pm
 - Tim seconds the motion
- ❖ Andrew O'Hare-Softball tournament
 - Big Walnut sports park
 - Weekend of October 24 and September 17 (maybe)
 - Would need temporary fencing
 - Asking for a partnership with the parks
 - Doug makes a motion to approve the two pilot fall tournaments at Big Walnut Park (make sure there are no conflicts)
 - Tim seconds the motion
- ❖ Programs Director Report
 - Talk to Steve Finwhick
 - August 8th grand opening
- ❖ Director's Report
- ❖ Tim motions to adjourn the meeting
 - Scott seconds

Greencastle Parks & Recreation Department
Accounts Payable Voucher Docket
Wednesday, August 5, 2026
(For business of July 2026)

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AA Huber	Pool Plumbing Repair	\$ 905.14
BBP Water Corporation	Pool/Splash Water Testing	\$ 250.00
Butler's	Weed Barrier, Weed Killer, Supplies	\$ 138.00
CarQuest	Invoices from earlier this year	\$ 55.69
Gordon Food	Concessions Order	\$ 4,360.35
James Hardwick	Celebrate 4 DJ Services	\$ 700.00
Headley Hardware	Repair Parts	\$ 741.59
Keifer Aquatics	Pool Umbrella bases and uniforms	\$ 305.50
Marsee Tree	Emergency Tree	\$ 1,500.00
Mortonville Fireworks	Fireworks	\$ 15,000.00
Landmark Aquatics	Pool Chemicals	\$ 41,130.74
S5 Security	Security Monitoring	\$ 29.95

Total General Operation Expenses \$ 65,116.96

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 **\$65,116.96** dated August 5, 2026.

Cathy Merrell, President

Tim Trigg, Vice President

Doug Hutchison

Scott Hamilton

**Greencastle Parks & Recreation Department
Direct Payable Voucher Docket
Wednesday, August 5 2026
(For business of July 2026)**

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Hendricks Power	Sports Park Power Bill	\$ 297.67
Keystone	Fuel Delivered	\$ 564.08
Visa Card Services	Visa Bill July 2026	\$ 1,233.19

Total General Operation Expenses

Allowance of Account Payable Vouchers

We have examined the Direct Payables of the foregoing Direct Payables 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 **\$2,094.94** dated August, 2026.

SIGNATURES OF THE GOVERNING BOARD

Cathy Merrell, President

Tim Trigg, Vice President

Doug Hutchison

Scott Hamilton



Department Report

MEETING DATE

August 13, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. 2026_07

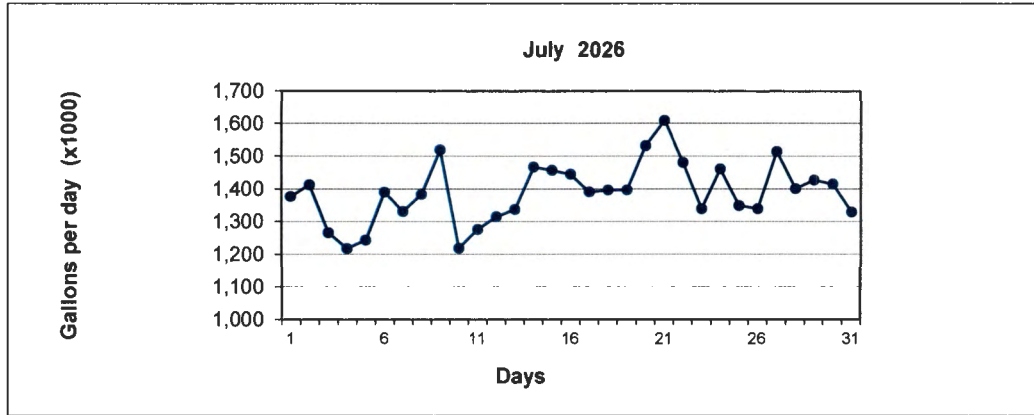
Greencastle Utilities

Monthly Report

July 2026

Gallons

1,388,043	Average daily pumpage	
1,609,075	Peak Day	21
1,217,295	Minimum Day	



Utility Repairs & Statistics	Number	Brief Description
Water main leaks - (4" - 12")		
Small main leaks	1	
Service line leaks	8	
Other		
Fire hydrant flow tests		
Water main tie-ins		
Installed new fire hydrants		
Replace a fire hydrant		
Work Orders	122	
Meter Change-Outs	80	
IUPPS line locates	417	
Total active accounts	3785	
Disconnects for non-payment	35	

Month	Calendar Month Pumpage	Known Water Usage / Loss	Gallons Sold	Unaccountable Water	Peak Day Gallons	Peak Day
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2026

January	42,522,490	1,458,154	29,720,284	25.0%	1,741,115	24
February	40,849,276	2,656,538	29,088,224	20.8%	1,976,453	27
March	43,248,759	5,803,909	29,804,060	17.2%	1,719,607	11
April	41,604,093	571,547	30,822,288	19.3%	1,525,935	13
May	42,885,239	1,023,880	30,797,404	23.8%	1,643,797	19
June	40,718,200	821,279	30,709,888	20.1%	1,486,680	11
July						
August						
September						
October						
November						
December						

YTD	Totals:	251,828,057	12,335,307	180,942,148		
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City of Greencastle
Common Council
Regular Session
Mikayla Johnson - Clerk Treasurer

July 9, 2026 | 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 7pm. Clerk-Treasurer Johnson called the roll; Councilors Hennette, Hammer, Asbell, Langdon, Masten, Nicholson, and Aguirre were all present.

II. Public Hearing

Councilor Masten made a motion to close the public hearing at 7:13pm, seconded by Councilor Asbell, 7-0, motion carried.

III. Public Petitions and Comments

Russ Evans Sr. was in attendance to discuss recent weather events on July 4th.

- A. School Board Representatives: Kathryn Dory and Megan Inman
Kathryn Dory, City Council's School Board Appointee, gave an update from the school board.

IV. Special Requests

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.
- 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 11, 2026
Councilor Masten made a motion to approve the minutes as presented, seconded by Councilor Hammer, 7-0, motion carried.

VIII. Approval of Claims

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

IX. Old Business

- A. ORDINANCE 2026-04 AMENDMENT TO THE 2026 SALARY ORDINANCE (second reading)
Councilor Masten made a motion to adopt Ordinance 2026-04 as presented on second reading, seconded by Councilor Asbell, 7-0, motion carried.
- B. ORDINANCE 2026-05 AN ORDINANCE AMENDING SECTION 8-28 OF THE GREENCASTLE CITY CODE REGARDING LOADING ZONES (second reading)
Councilor Aguirre made a motion to amend Ordinance 2026-05 to include wording that the two reserved parking spaces will be east of the loading zone, seconded by Councilor Masten.
Councilor Hammer made a motion to adopt amended Ordinance 2026-05 seconded by Councilor Asbell, 7-0, motion carried.
- C. ORDINANCE 2026-06 AN ORDINANCE CREATING A SPECIAL EVENT STREET CLOSURE POLICY (second reading)
Councilor Aguirre made a motion to approve Ordinance 2026-06 as presented on second reading, seconded by Councilor Nicholson, 7-0, motion carried.

X. New Business

- A. RESOLUTION 2026-10 A RESOLUTION TO ACCEPT A MATHEMATICAL FORMULA AS METHODOLOGY TO ASSIST IN THE DETERMINATION OF AN APPROPRIATE SCHEDULE OF FEES FOR DEVELOPMENT AND INSPECTIONS WITHIN THE CITY OF GREENCASTLE
Councilor Masten made a motion to approve Resolution 2026-10 as presented, seconded by Councilor Hammer, 7-0, motion carried.
- B. ORDINANCE 2026-07 AN ORDINANCE ESTABLISHING A SCHEDULE OF FEES FOR THE DEPARTMENT OF PLANNING, ZONING, AND INSPECTIONS OF THE CITY OF GREENCASTLE, PUTNAM COUNTY, INDIANA
Councilor Masten made a motion to adopt Ordinance 2026-07 on first reading as presented, seconded by Councilor Asbell, 7-0, motion carried.
- C. RESOLUTION 2026-11 A RESOLUTION FOR THE ADOPTION OF THE CITY OF GREENCASTLE 2026 COMPREHENSIVE PLAN UPDATE
Councilor Masten made a motion to adopt Resolution 2026-11 as presented, seconded by Councilor Nicholson, 7-0, motion carried.

XI. Adjournment

Councilor Hennette made a motion to adjourn at 8:52pm, seconded by Councilor Aguirre, 7-0, motion carried.

Lynda R. Dunbar, Mayor

ATTEST:

Mikayla J. Johnson, Clerk - Treasurer

ORDINANCE 2026-07

AN ORDINANCE ESTABLISHING A SCHEDULE OF FEES FOR THE DEPARTMENT OF PLANNING, ZONING, AND INSPECTIONS OF THE CITY OF GREENCASTLE, PUTNAM COUNTY, INDIANA

WHEREAS, the State of Indiana, pursuant to I.C. 36-1-3, grant units all the powers that they need for the effective operation of government as to local affairs; and

WHEREAS, the City of Greencastle (the City), in pursuit of effective operation of its local affairs, acknowledges the necessity to establish fees to cover costs associated with services provided and essential functions in the interest of the public welfare; and

WHEREAS, the City, pursuant to I.C. 36-7-4-1013, allows for the enforcement of zoning ordinances through civil penalties and injunctive relief; and

WHEREAS, the City has not adopted an updated a schedule of associated fees in a substantial length of time; and

NOW THEREFORE be it ordained by the Common Council of the City of Greencastle, Indiana, as follows:

1. The schedule of fees attached herein shall be the official schedule of fees for purposes of building and construction permits, fire prevention and inspections services, Plan Commission and Board of Zoning Appeals affairs, and Zoning Ordinance enforcement activity.
2. The fee schedule is derived using a cost-of-service methodology that may include reference to nationally recognized construction valuation data, including but not limited to Building Valuation Data published by the International Code Council, for the purpose of estimating workload and review complexity.
3. Notwithstanding the general limitation on fee increases, the Common Council may adjust fees at any time upon a finding, supported by documentation and a public hearing, that the cost to the unit has substantially changed. For purposes of this section, 'substantial change' may include, but is not limited to:
 - a. Documented increases in personnel or operational costs.
 - b. Changes in workload or permit volume.
 - c. Changes in construction valuation data impacting review complexity.
 - d. Implementation of new regulatory requirements.
4. The City shall periodically review the fee schedule, including not less than once every five (5) years.

5. All prior Ordinances or parts thereof that may be inconsistent with any provision of this Ordinance are hereby superseded. The paragraphs, sentences and words of this Ordinance are separable, and if a court of competent jurisdiction hereof declares any portion of the Ordinance unconstitutional, invalid, or unenforceable for any reason, such declaration shall not affect the remaining portions of the Ordinance.

This Ordinance shall have full force and effect upon passage by the Greencastle Common Council and its approval by the Mayor.

PASSED AND ADOPTED by the Common Council of the City of Greencastle, Indiana this 13th day of August, 2026.

Mark Hammer

Stacie Langdon

David Masten

Tina Nicholson

Kathi Asbell

Vincent Aguirre

[Councilor At-Large – Vacant]

Approved and signed by me this _____ day of _____, 2026, at _____
o'clock _____.m.

Lynda Dunbar, Mayor

ATTEST:

Mikayla J. Johnson, Clerk-Treasurer

DEPARTMENT OF PLANNING, ZONING, AND INSPECTIONS

2026 SCHEDULE OF FEES

BVD = Building Valuation Data

PFM = Permit Fee Multiplier

<u>Building - Commercial</u>			
<u>Fee Type</u>	<u>Permit Fee (\$)</u>	<u>Additional Cost Details</u>	<u>Formula Reference</u>
New Commercial Structure	02/2026 ICC BVD Formula Calculation	-	Permit Fee = Gross Area x Construction Cost x PFM
Multi-Family Dwelling/Hotel/Motel	02/2026 ICC BVD Formula Calculation	-	Permit Fee = Gross Area x Construction Cost x PFM
Commercial Addition	02/2026 ICC BVD Formula Calculation	-	Permit Fee = Gross Area x Construction Cost x PFM
Commercial Remodel/Alteration - Major	02/2026 ICC BVD Formula Calculation	-	Permit Fee = Gross Area x Construction Cost x PFM X 80%
Commercial Remodel/Alteration - Minor	02/2026 ICC BVD Formula Calculation	-	Permit Fee = Gross Area x Construction Cost x PFM X 50%
Electrical Repairs/Upgrades/Temporary Electric	\$100.00	\$50 per inspection	-
Mechanical and Plumbing Only (Unregistered Contractor)	\$100.00	\$50 per inspection	-
Structural Repairs Only (Foundations/Roofs)	\$100.00	\$50 per inspection	-
Commercial Roof	\$150.00	\$50 per inspection	-
Parking Lot/Commercial Access	\$250.00	\$100 per inspection	-
Commercial Solar Panels	\$300.00	\$100 per inspection	-
Commercial Demolition (Principal Structure)	\$200.00	-	-
Certificate of Occupancy (Commercial)	\$100.00	-	
Temporary Certificate of Occupancy (Commercial)	\$50.00	-	
Certificate of Completion	\$100.00	-	

<u>Building - Residential</u>		
<u>Fee Type</u>	<u>Permit Fee (\$)</u>	<u>Additional Cost Details</u>
New Single-Family / Duplex Dwelling	\$500.00	\$0.15 per square foot (over 1,200sq ft), \$50 per inspection
Mobile / Manufactured Home	\$200.00	\$50 per inspection
Residential Addition	\$250.00	\$50 per inspection
Residential Remodel/Alteration - Major	\$100.00	\$50 per inspection
Residential Remodel/Alteration - Minor	\$100.00	\$50 per inspection
Storable Pool/Spa	\$100.00	-
Above Ground Pool/Spa	\$150.00	-
In-Ground Pool/Spa	\$200.00	\$100 per inspection
Deck/Porch	\$100.00	\$50 per inspection
Porch Covering/Awning	\$50.00	-
Prebuilt Shed/Storage (No Foundation)	\$100.00	\$50 per inspection
Detached Garage/Workshop	\$100.00	\$50 per inspection
Car Port	\$100.00	\$50 per inspection
Driveway	\$100.00	\$50 per inspection
Solar Panels	\$100.00	\$100 per inspection
Residential Roof	\$100.00	-
Other Residential Accessories	\$50.00	\$50 per inspection
Electrical Repair/Upgrade	\$50.00	\$50 per inspection
Tents/Temporary Structures (Residential Only)	\$50.00	-
Structural Repairs Only (Foundations/Roofs)	\$100.00	\$100 per inspection
Demolition - Partial (Fill-In)	\$125.00	-
Demolition - Partial (Engineered Backfill)	\$125.00	-
Demolition - Full Removal (Engineered Backfill)	\$125.00	-
Certificate of Occupancy (Residential)	\$50.00	-
Temporary Certificate of Occupancy (90 days)	\$25.00	-
Certificate of Completion (Residential)	\$25.00	-

Planning & Zoning Fees

<u>Fee Type</u>	<u>Permit Fee (\$)</u>	<u>Additional Cost Details</u>
Improvement Location Permit (ILP)	\$50.00	-
Petition for Annexation	\$50.00	-
Rezone (Zoning Map Amendments)	\$500.00	Additional cost of \$25 per acre
Site Development Plan Review/Technical Review - Preliminary	\$100.00	-
Site Development Plan Review/Technical Review - Final	\$100.00	-
Major Subdivision - Preliminary Plat	\$600.00	Additional cost of \$20 per lot
Major Subdivision - Final Plat	\$300.00	Additional cost of \$10 per lot
Minor Subdivision - Plat	\$300.00	Additional cost of \$10 per lot
Plat Amendment or Replat	\$250.00	-
Vacation of Recorded Plat	\$300.00	Additional cost of \$10 per lot
Vacation of Alley/Right-of-Way	\$150.00	Additional cost of \$10 per lot
Planned Unit Development - Preliminary Plan	\$600.00	Additional cost of \$20 per lot
Planned Unit Development - Final Plan	\$600.00	Additional cost of \$10 per lot
Planned Unit Development - Plan Amendment	\$300.00	Additional cost of \$10 per lot
Engineering Review Fee	\$195 per hour	2 Hours Prepaid for all Major Subdivisions and/or Larger Than 1 Acre. 1 Hour Prepaid for all Minor Subdivisions.
Administrative Appeal - Board of Zoning Appeals	\$200.00	-
Amendment to Written Commitment - BZA	\$200.00	-

<u>Fee Type</u>	<u>Permit Fee (\$)</u>	<u>Additional Cost Details</u>
Use Variance - BZA	\$300.00	-
Development Standards Variance (Residential) - BZA	\$150.00	-
Development Standards Variance (Commercial) - BZA	\$300.00	-
Special Exception - BZA	\$300.00	-
Site Inspection Fees (Plats/Site Plan Review)	\$100 per hour	2 Hours Prepaid for all Major Subdivisions and/or Larger Than 1 Acre. 1 Hour Prepaid for all Minor Subdivisions.
Copy of Comprehensive Plan	\$30.00	-
Copy of Unified Development Ordinance	\$30.00	-
Copy of Zoning or Base Map	\$20.00	-
Planning - Research	\$25 per hour	-
Large Format Copies (Plotter)	\$5 per page/sheet	-
Wall Sign	\$125.00	Additional cost of \$1 per sq. ft. over 25 sq. ft.
Awning Sign	\$75.00	Additional cost of \$1 per sq. ft. over 25 sq. ft.
Projecting Sign	\$75.00	Additional cost of \$1 per sq. ft. over 25 sq. ft.
Free-standing Signs	\$125.00	Additional cost of \$1 per sq. ft. over 25 sq. ft.
Multi-Tenant Joint Signs	\$200.00	Additional cost of \$1 per sq. ft. over 25 sq. ft.
Multi-Sign Package (Up to Maximum Signage Per Zone District)	\$225.00	Additional cost of \$1 per sq. ft. over 25 sq. ft.
Certificate of Completion	\$100.00	-

Stormwater Management

<u>Fee Type</u>	<u>Permit Fee (\$)</u>	<u>Additional Cost Details</u>
Stormwater Management Permit	\$200.00	-
Individual Lot Plot Plan Permit	\$50.00	-
Inspection Fees (Prepaid)	\$100.00	-
Engineering/Plan Review Fee	\$195 per hour	(For reviews over 2 hours)
Violations - 1st Offense	\$250.00	-
Violations - 2nd Offense	\$500.00	-
Violations - 3rd Offense	\$1,000.00	-
Violations - 4th Offense	\$2,500.00	-

Fire Prevention & Inspections

<u>Fee Type</u>	<u>Permit Fee \$</u>	<u>Additional Cost Details</u>
Annual Inspection	\$0.00	-
First Re-Inspection	\$50.00	30 Day Compliance Deadline
Second Re-Inspection	\$100.00	15 Day Compliance Deadline
Third & Subsequent Re-Inspections	\$250.00	5 Day Compliance Deadline
Initial Site & Construction Inspections	\$0.00	-
Fire Alarm/Sprinkler System Initial Acceptance Test	\$0.00	-
Hooded Suppression System Initial Acceptance Test	\$0.00	-
All Subsequent Acceptance Tests (All Types)	\$75.00	-
Occupancy Permit (Including Change of Tenancy)	\$25.00	-
Construction/Building Plan Review	\$0.15	Per Square Foot / \$75 minimum
Automatic Sprinkler System Per NFPA 13	\$100.00	Per Number of Risers/Systems
Fire Alarm System Per NFPA 72	\$100.00	Per Number of Fire Alarm "Annunciation Zones"
Special Hazard System (I.E. Hood Suppression System)	\$100.00	Per Number of Systems
Modification to an Existing System	\$75.00	per Item Being Modified (i.e. riser)

VIOLATION PENALTIES

For violations, each day constitutes a separate offense.

<u>Building Violations Fine Schedule</u>			
<u>City Code - Chapter 7 - Building and Construction Regulations</u>			
<u>Violation Type</u>	<u>1st Offense</u>	<u>2nd Offense</u>	<u>3rd Offense</u>
1. Construction Without a Permit	\$50	\$100	up to \$2500
2. Continuing Work Without Proper Inspection and Approval of Same	\$50	\$100	up to \$2500
3. Occupying Dwelling (or portion under construction) without Certificate of Occupancy	\$50	\$100	up to \$2500
4. Use of Swimming Pool without Final Inspection and Approval of Same	\$100	up to \$2500	-
5. Alteration of construction drawings, methods, and/or materials without notification to Building Commissioner	\$100	\$250	up to \$2500
6. Continuing Work after a Stop Work Order has been issued	\$250	up to \$2500	-
7. Failure to Allow Entry per 845-75 of Ordinance	\$100	up to \$2500	-
8. Work not ready for scheduled inspections	\$50	\$100	\$100

Zoning Ordinance/Subdivision Control Ordinance Violation Penalties

<u>Violation Type</u>	<u>(Per Violation, Per Day)</u>
1. Illegal Structures	up to \$2500
2. Illegal Use	up to \$2500
3. Failure to Obtain a Permit (ILP)	up to \$2500
4. Violation of Stop-Work-Order or a Memorandum of Agreement	up to \$2500
5. Failure to Comply with Development Standards	up to \$2500
6. Failure to Comply with Commitments	up to \$2500
7. Initiating Activity Without an Approved Improvement Location Permit (In Addition to Penalty #3) (3x Cost of ILP = \$50 x 3 = \$150)	\$150.00
8. Subdivision Control Ordinance Violation	up to \$2500

Fire Prevention & Inspection Violations

City Code Chapter 7 - Building and Construction Regulations

<u>Violation Type</u>	<u>Fine Amount \$</u>	<u>(Per Violation, Per Day)</u>
Construction or Installation w/o a Fire Protection Permit	-	Stop Work Order + 5X Normal Permit Fee Amount
Failure to Implement a Required Fire Watch	\$350.00	Per Day/Per Person - IDHS Notified
Occupancy without Occupancy Permit	\$250.00	Per Day
False/Faulty Alarms(alarms 4-6 in a calendar year)	\$75.00	Per Occurrence
False/Faulty Alarms(alarms 7-10 in a calendar year)	\$150.00	Per Occurrence
False/Faulty Alarms(alarms 11-and beyond in a calendar year)	\$250.00	Per Occurrence
Tampering with Life Safety System	\$500.00	Per Occurrence
Prohibited Burning	\$100.00	Per Occurrence
Illegal Fire on Public Property & Right-of-Way	\$250.00	Per Occurrence

Residential Single-Family Home – Permit Fee Comparison
Putnam County vs. City of Greencastle

Example for Cost Comparison

- Detached Single-Family Structure
- Square Footage: 1800 (trending median home size in Indiana)

Fees – Putnam County (Current Permit Fee Structure)

- \$400 per unit + \$0.20 per square foot over 1,000 square feet
- \$300 Inspection Fee (5 inspections)
- \$20 Certificate of Occupancy

Fee Total: $\$400 + \$160 (800 \times .20) + \$300 + \$20 = \underline{\$880.00}$

Fees – City of Greencastle (Proposed Permit Fee Schedule)

- \$500 base fee + \$0.15 per square foot (over 1,200 square feet) + 50 per inspection + \$50 certificate of occupancy

Fee Total: $\$500 + \$90 (600 \times .15) + \$250 + \$50 = \underline{\$890.00}$

Permit Fees for Real World Examples:

- 312 N Madison St (nearly complete) = \$830.60
- 1024/1026/1028 Ave B (currently under construction) = \$800.00 each

ORDINANCE 2026-08

AN ORDINANCE APPROVING THE PARTIAL VACATION OF GILLESPIE STREET BETWEEN HILL STREET AND HANNA STREET LOCATED IN THE CITY OF GREENCASTLE, PUTNAM COUNTY, INDIANA

WHEREAS, the Petitioner DePauw University, is the owner of certain real estate which is located in an area under the jurisdiction of the Common Council of the City of Greencastle;

WHEREAS, there exists a 50-foot-wide right-of-way of Gillespie Street located between the south right-of-way line of Hill Street to the north right-of-way line of Hanna Street (as shown on the Greencastle Plat Map, dated July 29th, 1862, in the Town of Greencastle, Putnam County, Indiana. (See attached site map.)).

WHEREAS, the Petitioner requests that the City of Greencastle vacate the above-described legal right-of-way, and that the adjacent land owner for either side from the centerline, Depauw University, own the property;

WHEREAS, the only abutting or nearby landowner to the public way to be vacated is DePauw University, the Petitioner.

WHEREAS, all of the public way to be vacated lies wholly within the jurisdiction of the Common Council of the City of Greencastle, Indiana;

WHEREAS, the adjoining property owner has been notified and has consented pursuant to statute as to the vacation of the right-of-way; and

WHEREAS, the Common Council of the City of Greencastle, Indiana, after holding a public hearing August, 13th, 2026, has determined that justice requires the closing of the following described public way in that vacation is in the public and economic interest of the City of Greencastle, such closing will not unreasonably interfere with the flow of traffic on the City of Greencastle road system, and that the relief requested in the Petition should be granted and that the portion of the public right-of-way located in the City of Greencastle, Indiana, should be vacated.

NOW THEREFORE be it ordained by the Common Council of the City of Greencastle, Indiana, that the portion of the public right-of-way located in the City of Greencastle, Putnam County, Indiana, and more particularly described as follows:

Part of Vine Street right-of-way in the Original Plat of the City of Greencastle, Indiana per plat thereof recorded in Plat Book 1, Page 6, in the Office of the Recorder of Putnam County, Indiana described as follows:

Beginning at the southwest corner of Lot 214 of said Original Plat of the Town of Greencastle and the intersection of the east right of way line of Gillespie Street with the north right of way line of Hanna Street; thence North 89 degrees 57 minutes 07 seconds West (basis of bearings is Indiana State Plane Coordinate System – West Zone, NAD83) along the north right of way line of said Hanna Street 50.00 feet to the west right of way line of said Gillespie Street; thence North 00 degrees 01 minutes 03 seconds West along said west right of way line 702.17 feet to the south right of way line of said Hill Street; thence North 89 degrees 38 minutes 15 seconds East along said south right of way line 50.00 feet to the east right of way line of said Gillespie Street and the northwest corner of Lot 204 of said Original Plat of the Town of Greencastle; thence South 00 degrees 01 minutes 03 seconds East along said east right of way line 702.52 feet to the POINT of BEGINNING, containing 0.806 acres (35,117 square feet) more or less. (See attached site map).

is hereby vacated as a public way of the City of Greencastle, Putnam County, Indiana and that such land shall cease to be a public street, right-of-way or alleyway and that title to such vacated land shall revert pursuant to law to the adjoining property owners to the middle of the roadway.

The City of Greencastle shall retain a perpetual easement in the vacated right-of-way together

with the right to erect, lay construct, inspect, repair, remove, or replace water lines, sanitary sewers, storm sewers and other municipal utilities in said vacated right-of-way with modern equipment.

This Ordinance shall have full force and effect upon passage of the Greencastle Common Council and its approval by the Mayor.

PASSED AND ADOPTED by the Common Council of the City of Greencastle, Indiana this 10th day of September, 2026.

Mark Hammer

Stacie Langdon

David Masten

Tina Nicholson

Kathi Asbell

Vincent Aguirre

John Hennette

Approved and signed by me this _____ day of _____, 2019, at _____ o'clock _____.m.

Lynda Dunbar, Mayor

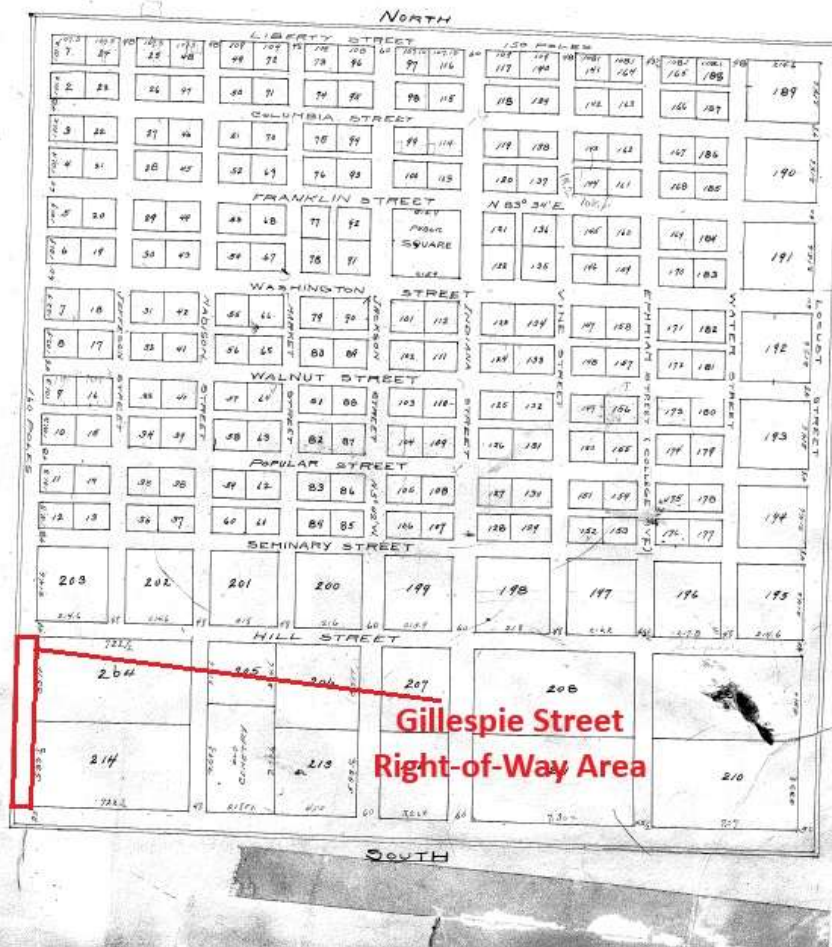
ATTEST:

Mikayla J. Johnson, Clerk-Treasurer

Synopsis: This ordinance vacates the following public right-of-way in the City of Greencastle, Indiana:

All of Gillespie Street between Hannah Street and Hill Street in the Original Plat of the Town of Greencastle. (as shown on the Greencastle Plat Map, dated July 29th, 1862, in the Town of Greencastle, Putnam County, Indiana (See attached site map)).

Greencastle Original Plat - July 29th, 1862





STREET VACATION EXHIBIT

DEPAUW UNIVERSITY - GILLESPIE STREET

STREET VACATION DESCRIPTION

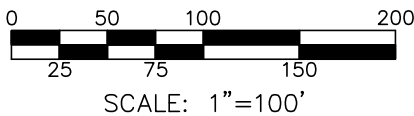
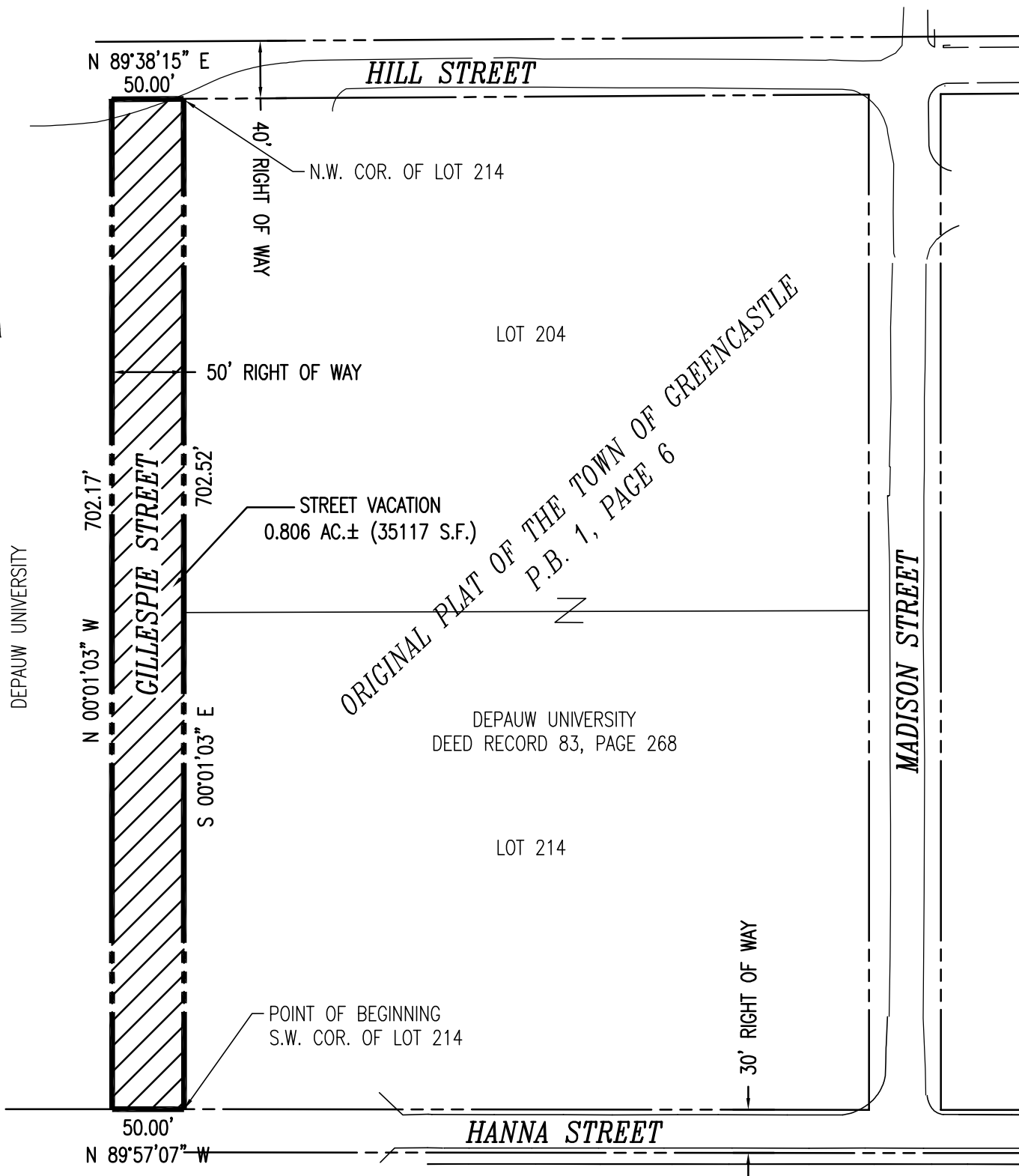
All of Gillespie Street between Hannah Street and Hill Street in the Original Plat of the Town of Greencastle, as per plat thereof, recorded in Plat Book 1, page 6 in the Office of the Recorder of Putnam County, Indiana, more particularly described as follows:

BEGINNING at the southwest corner of Lot 214 of said Original Plat of the Town of Greencastle and the intersection of the east right of way line of Gillespie Street with the north right of way line of Hanna Street; thence North 89 degrees 57 minutes 07 seconds West (basis of bearings is Indiana State Plane Coordinate System – West Zone, NAD83) along the north right of way line of said Hanna Street 50.00 feet to the west right of way line of said Gillespie Street; thence North 00 degrees 01 minutes 03 seconds West along said west right of way line 702.17 feet to the south right of way line of said Hill Street; thence North 89 degrees 38 minutes 15 seconds East along said south right of way line 50.00 feet to the east right of way line of said Gillespie Street and the northwest corner of Lot 204 of said Original Plat of the Town of Greencastle; thence South 00 degrees 01 minutes 03 seconds East along said east right of way line 702.52 feet to the POINT OF BEGINNING, containing 0.806 acres (35,117 square feet), more or less.



STREET VACATION EXHIBIT

DEPAUW UNIVERSITY - GILLESPIE STREET



9339 PRIORITY WAY WEST DRIVE, SUITE 100 INDIANAPOLIS, INDIANA 46240
(317) 844-6777 FAX (317) 706-6451 E-Mail cripe@cripe.biz

RESOLUTION NO. 2026-12

**A RESOLUTION PURCHASING SURPLUS VEHICLE
FROM THE CITY OF GREENCASTLE**

WHEREAS, the City of Greencastle owns a used 2012 Dodge Charger which is no longer needed or used by the Greencastle Police Department;

WHEREAS, the Town of Russellville is in need of the Dodge Charger;

WHEREAS, the City of Greencastle desires to transfer ownership of said vehicle to the Town of Russellville; and

WHEREAS, said transfer is being made pursuant to Indiana Code 36-1-11-8;

NOW THEREFORE BE IT RESOLVED THAT THE CITY OF GREENCASTLE hereby transfers ownership of its 2012 Dodge Charger, VIN# 2C3CDYAG3CH150808 to the Town of Russellville, for the consideration of One Hundred Dollars and no cents (\$100.00). Said transfer shall take place upon passage of a comparable resolution by the Town of Russellville.

Transfer of this vehicle is contingent upon the Town of Russellville acknowledging that the City of Greencastle makes no warranty whatsoever regarding the vehicle, and that Russellville takes ownership to said vehicle "as is" and shall hold the City harmless for any liability arising from this transfer of property.

PASSED AND RESOLVED by the Common Council of the City of Greencastle at its regular meeting this _____ day of _____, 2026.

COMMON COUNCIL OF THE CITY OF GREENCASTLE, INDIANA

Mark Hammer

Stacie Langdon

David Masten

Kathi Asbell

Vince Aguirre

Tina Nicholson

John Hennette

Approved and signed by me this ____ day of _____, 2026 at ____ o'clock ____ .m.

Lynda Dunbar, Mayor:

Attest:

Mikayla Johnson, Clerk-Treasurer