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

January 9, 2025 | 7:00 PM
City Hall
One North Locust Street, P.O. Box 607
Greencastle, Indiana 46135

AGENDA

I. Pledge of Allegiance

II. Call to Order; Roll Call

III. Public Petitions and Comments

IV. Special Requests

V. Department Reports

- A. Cemetery - Jason Keeney
- B. Fire Department - Rob Frank
- C. Planner - Scott Zimmerman
- D. Police Department - Chris Jones
- E. Department of Public Works - Andrew Rogers
- F. Water & Wastewater Department - Oscar King Jr.
- G. City Attorney - Laurie Robertson Hardwick
- H. Park & Recreation - Jason Keeney

VI. Reports

- A. Mayor's Report
- B. Clerk-Treasurer's Report
- C. Councilors' Report

VII. Approval of Minutes

- A. Approval of Minutes - December 12, 2024
- B. Approval of Minutes - December 31, 2024

VIII. Approval of Claims

IX. Old Business

- A. Ordinance 2024-16 An Ordinance Adopting and Establishing Designated Outdoor Refreshment Areas in the City of Greencastle, Indiana

X. New Business

- A. Parking Discussion - Post 231 Construction
- B. Organizational Matters
  - i. Day, Time, and Place for 2025 Common Council Meetings

ii. Election of Council President and Vice President
iii. Annual Appointment to Redevelopment Commission
iv. Appointment to Economic Development Commission (3 year)
v. Appointment to Commission on Sustainability (3 year)

C. Council Assignment
i. Greencastle/Putnam County Development Center
ii. Commission on Sustainability
iii. Putnam County 911
iv. Budget Committee
v. West Central Solid Waste District
vi. Tree Board
vii. Planning Commission

D. Department Liaisons
i. Cemetery
ii. Fire Department
iii. Police Department
iv. Department of Public Works
v. Utilities
vi. Parks and Recreation
vii. Planning

E. Bonus Approval for January 2025

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.

Department Report

MEETING DATE	PREPARED BY
January 9, 2025	Jason Keeney, Cemetery Super

MONTHLY HIGHLIGHTS

December Stats:
House Rent - 1
Stake Fees - 1
Interments - 5 (5f, 0c)
Lot Sales - 3

Maintenance Reports:
Oil Changes & Filters were performed on Kubota RTV R1100, John Deere Utility.
Hydraulic Oil & Filters were changed on John Deere Utility.
Stihl Weed Eaters for Park were inspected, tuned-up, and repaired as needed and winterized.
Weedwolf Attachment was installed on ExMark mower.
Lawn Mowers serviced, oil changed and repairs as needed, winterized and stored.
DPW Mechanic replaced front Brake Pads and Rotors on 2012 Ford F250. Checked rear, they are fine at this time. (Thanks Ethan!)
Washed walls in conference room and office, cleaned windows, cleaned refrigerator, microwave and sinks and fixtures.

ATTACHMENTS

1. Supt. Report December 2024
2. 20250103064422

Forest Hill Cemetery

To The Honorable Board of Trustees
Forest Hill Cemetery

The Following Exhibit for the Month Ending _____***20___, Respectfully Submitted.***

Date	Received From	Referance To	Rent Paid	Stake Fee	Interment Fee	Misc.	Price of Lot Sold	Total Collected	Lot	Block	Range	Row	Grave	Crypt	Book
2	Moore FH	Brenda Shaner			$750.00			$750.00	9			1	11		Butler
2	Teresa Vaughn						$1,500.00	$1,500.00	72			18	1&2		New
6	Bittles & Hurt FH	James Smith			$750.00			$750.00				A22	5		Elmore Add.
6	Fred & Linda Mann			$100.00				$100.00	94			24	3 to 8		New
9	Hopkins & Rector FH	Larry Vaughn			$750.00			$750.00	72			18	1		New
10	Philip Bingham		$500.00					$500.00							Rent
11	Bittles & Hurt FH	Sandra Haltom			$750.00			$750.00	71			18	2		New
12	Bousley FH	Sherry Scobee			$750.00			$750.00	10	E	5				Roach
17	Greg Dean						$750.00	$750.00	6			2	3		Butler
			$500.00	$100.00	$3,750.00	$0.00	$2,250.00	$6,600.00							

_____Superintendent

Forest Hill Cemetery

To The Honorable Board of Trustees
Forest Hill Cemetery

The Following Exhibit for the Month Ending ***_____20___, Respectfully Submitted.***

_____Superintendent

Forest Hill Cemetery

To The Honorable Board of Trustees
Forest Hill Cemetery

The Following Exhibit for the Month Ending ***_____20___, Respectfully Submitted.***

_____Superintendent

Forest Hill Cemetery

To The Honorable Board of Trustees
Forest Hill Cemetery

The Following Exhibit for the Month Ending ***_____20___, Respectfully Submitted.***

_____Superintendent

Forest Hill Cemetery

Accounts Payable Voucher

December 2024

VENDOR:	**AMOUNT:**
A.E. Boyce Company, Inc. (00115)	**$589.12**
CarQuest (00572)	**$442.84**
Headley Hardware (00825)	**$86.01**
Visa Card Services (02400)	**$59.99**

Allowance of Accounts Payable Vouchers

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 **December 2024** in the amount of **$1,177.96** are hereby allowed, dated this day January 2, 2025 by the Forest Hill Cemetery Board.

Signatures of Governing Board of Forest Hill Cemetery

Department Report

MEETING DATE	PREPARED BY
January 9, 2025	

MONTHLY HIGHLIGHTS

December 2024 Council Report

The fire department responded to 117 calls for service in December 2024, compared to 119 calls for service in December 2023. Calls in November 2024 decreased by 1.7% compared to November 2023.

The fire department responded to 1697 calls for service in 2024, compared to 1658 calls for service in 2023. This was a 2.3% increase in calls in 2024 compared to 2023.

Building Fires: 3
EMS: 51
Motor Vehicle Accidents: 7
Weather Related: 4
Electrical Issue: 1
Gas Leak: 1
Downed Power Line: 1
Lift Assist: 9
Public Service: 2
Canceled En Route: 10
Good Intent: 1
Haz-Mat Investigation: 1
No Incident: 2
Alarm System Activation: 18
CO Detector Activation: 1
Sprinkler Activation: 1
System Malfunction: 1

Firefighters completed 410 training hours in December and 4516.5 hours for the year.

Three reserve firefighters worked 28 hours.

December Anniversaries: Brandon Watson (12/12/2015) 9 years of service

- On December 2nd Firefighter Tyler Fiscus started his career at GFD. Tyler is currently working on C-shift led by Captain Wiatt and Lieutenant Watson.
- On December 6th Firefighter James Shaw was appointed to the position of Engineer.
- On December 14th we held our annual Christmas Party with the following individuals winning awards: Fire Officer of the Year: Darrick Wiatt, Firefighter of the Year: Grant Bryan, Reserve Firefighter of the Year: Paul Hinton

ATTACHMENTS

None

Department Report

MEETING DATE	PREPARED BY
January 9, 2025	

MONTHLY HIGHLIGHTS

ATTACHMENTS

None

Department Report

MEETING DATE	PREPARED BY
January 9, 2025	Chris Jones, Police Chief

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. city council report DEC 2024

Jan 3rd, 2025

Greencastle Police Department Common Council Report December 2024

CALL ACTIVITY TOP 5	#	2024
LOCKOUTS	73	831
TRAFFIC ACCIDENTS	39	390
SUSPICIOUS PERSON	32	416
DISTURBANCE	28	318
ALARMS (T)	24	215
TRAFFIC VIOLATION (T)	24	289

Other notable call activity 2024=Admin (505) Theft (187) Civil (142) Trespass (114)

DEPARTMENT

EMPLOYMENT ANNIVERSARIES

OFFICER DAMON LUDWIG 12-19-22 (2 YEARS)

PATROL-Officers conducted 97 **(2024=1781)** traffic stops in the month of December. Officers responded to 436 **(2024=5527)** calls for service, opened 33 **(2024=590)** criminal case reports and completed 13 **(2024=183)** Indiana Crash Reports. Officers completed a total of 1**2 (2024=210)** field arrests for the month. Officers participated in the Santa at the Courthouse event on Dec. 14th. Officers participated with FOP #092 for Santa Drop this year on Dec. 23rd. Approximately 41 local children were provided Christmas gifts this year as Officers assisted Santa Claus in delivering gifts.

DETECTIVES- Detectives were assigned 7 **(2024=106)** new cases as well as 3 **(2024=28)** DCS cases. Detectives were called out 6 times during the month. 3 cases were sent to the Prosecutor's Office for charges. 6 cases were closed.

PARKING ENFORCEMENT- 35 tickets **(2024=814)** were issued for the month (19-3 HR, 5-wrong direction, 4-no parking, 3-Reserve parking, 2-parked in yellow, 2-handicap parking).
9 warnings were written, 3 tickets were voided. 22 tickets **(2024=664)** have been paid and 10 **(2024=80)** have not been paid.

RESERVES- The Reserve Division worked 32 **(2024=322)** hours for the month and completed 12 hours of training.

TRAINING

Sergeant Zach Rhine attended Defensive Tactics Instructor School Dec. 2nd-6th & Dec. 9th-12th at ILEA.
Captain Brad Hiatt & Sergeant Nick Eastham attended Glock Armorer School on Dec 10th at ILEA.
Sergeant Detective Matt Huffman & Detective Darrel Bunten attended Advanced Interviewing for Investigators Course (FLETC) on Dec 10th – Dec 12th in Bloomington, IN.
Assistant Chief Ed Wilson helped instruct Defensive Tactics at ILEA Dec. 2nd-6th & Dec. 9-11th
Probationary Officer Jensen Clement graduated from the Indiana Law Enforcement Academy after 16 weeks on Dec. 13th.

GPD Full-Time Officers completed **(1,711.03) hours of training in 2024.
GPD Reserve Officers completed (213)** hours of training in 2024.

Department Report

MEETING DATE	PREPARED BY
January 9, 2025	

MONTHLY HIGHLIGHTS

Summary Report for December 2024

Department of Public Works

Sign Work:

1. Replaced 4 – pole, 1 – street blades and 1 – breakaway this month.

Mechanical:

1. 24’ Ford F650 – installed light on spreader.
2. 19’ Ford F650 – installed light on spreader.
3. 16’ Ford F550 – new trailer hitch on.
4. 20’ Case roller – RV antifreeze.
5. 20’ Liberty trailer – pin for safety lock.

Sweeping:

1. Swept the city streets 4 times this month driving 77 miles, using 52 gallons of diesel and picked up 91 yards of debris.

Storm Work:

1. Cleaned drains 4 times this month collecting 4.59 yards of debris.

Patching:

1. Patched city streets using 18.22 tons of HMA and CMA on city streets this month.

Snow Call Out:

1. We treated roads on 12 – 2, 12 – 20 using 51.92 tons of material this month.

Leaf Pick-up:

1. Picked up leaves 4 times this month driving 258 miles, used 32 gallons of gas and picked up 40 yards of leaves.

Misc:

1. Repaired 4 water leak this month.
2. We picked 3 bags of trash this month on V.M.H and Jackson.

ATTACHMENTS

None

Department Report

MEETING DATE	PREPARED BY
January 9, 2025	

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. Oscar

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 TELEVISED (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

2023

	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YEARLY AVERAGE
AVERAGE DAILY FLOW IN (M.G.D.)	1.899	1.896	2.789	1.684	1.234	0.959	1.351	1.319	1.112	1.097	1.103	1.193	1.470

													YEARLY TOTAL
DAYS ABOVE DESIGN FLOW	4	3	10	1	0	0	1	0	0	0	0	0	19
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	2	0	0	0	0	0	0	0	0	0	2
MECH/ELECT ISSUE CAUSING OVERFLOW @ LS	0	0	0	0	0	0	0	0	0	0	0	0	0
SEWER CALLS BLOCKAGE IN CITY LINES	0	0	0	1	0	1	3	0	0	1	0	1	7
EMERGENCY REPAIRS MADE	0	0	0	0	1	0	0	1	0	0	0	0	2
OVERFLOW CAUSED BY BLOCKAGE IN CITY LINES	0	0	0	0	0	0	0	0	0	0	0	0	0
SEWER LINE CLEANED (FOOTAGE)	0	545	2,025	840	1,408	1,815	2,415	3,040	2,135	1,200	360	1,010	16,793
LOCATES	118	112	209	227	350	343	297	387	287	219	177	158	2,884
TAP PERMITS	5	3	3	2	2	3	2	1	1	0	0	1	23
SEWER LINES TELEVISED (FOOTAGE)	1,263	2,275	4,535	3,210	4,195	2,045	2,335	8,395	4,025	3,423	6,905	2,880	45,486

Department Report

MEETING DATE	PREPARED BY
January 9, 2025	

MONTHLY HIGHLIGHTS

ATTACHMENTS

None

Department Report

MEETING DATE	PREPARED BY
January 9, 2025	Jason Keeney, Cemetery Super

MONTHLY HIGHLIGHTS

December Programs:

Winter Lights Festival was successful, many people passed through and took pictures and enjoyed lights. Thanks Kate Knaul, again for the fabulous lights!

Ashley (Program Director) assisted with the FOP Santa event at the Putnam County Courthouse, providing crafts and assistance.

Rave reviews on Facebook for Winter Lights Festival!

"Elf on the Shelf" Parksy & Rexie visited Greencastle for the month of December. Their antics were daily posts on FB, bringing additional engagement to our social media.

Maintenance Reports:

Cleaned shop and office at Parks Office.

Daily repairs and adjusting to decorations, resetting GFCI switches, wrapped plugs, moved lines out of water.

Pool filter and balance tank installation continue as weather has allowed.

Pool admissions countertops have been cleaned and redone with contact paper.

City Christmas decorations picked up by DPW and stored at Jaycee Park. Christmas decorations being taken down and stored.

Jaycee Park driveway has been graded from entrance to building.

Bathrooms at BWSP have been closed. Heat is on in the building at a minimum to protect plumbing and fixtures.

ATTACHMENTS

None

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

December 12, 2024 | 7:00 PM
City Hall
One North Locust Street, P.O. Box 607
Greencastle, Indiana 46135

MINUTES

I. Pledge of Allegiance

II. Call to Order; Roll Call

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

III. Public Petitions and Comments

Jason Chew introduced himself and spoke on his new position with the Growing Green and Gold Initiative.

IV. Special Requests

V. Public Hearing

A. Stormwater User Rates and Charges for the City of Greencastle, Indiana

Jane Bray, 410 Fawn View Lane, they have two vacant lots that they maintain as part of their home. Their concern is that they have a stormwater issue on their property and their hope is that with this additional revenue stream, their issue will actually be addressed and rectified.

Eric Wolfe, 1001 Crescent Dr., they own several empty lots in town. As a local realtor, he's opposed to the new rate because for example, they own 5 contiguous lots that are buildable so they could combine to their residential lot to avoid the vacant lot assessment, which would reduce the number of buildable lots in the future.

Vickie Wilson 409 W. Jacob St., they have 10 buildable lots on one parcel and they feel ignored on the north side of town. There are no storm sewers or sidewalks on their street. They're curious what plan is in place and which streets and storm sewers will be addressed first.

Brittany Overshiner, owner of Britt's Blooming Boutique on the square, her concern is communication if there is construction.

Charles Hall, owns 405 Howard St., his question is what revenue is expected to be generated in 2025, what the plan actually is, and the intended rate increase in future years.

Dave Masten makes a motion to close the public hearing at 7:23pm. Second by Mark Hammer, 7-0, motion carried.

VI. Department Reports

A. Cemetery - Jason Keeney

B. Fire Department - Rob Frank

C. Planner - Scott Zimmerman

D. Police Department - Chris Jones

E. Department of Public Works - Andrew Rogers

F. Water & Wastewater Department - Oscar King Jr.

G. City Attorney - Laurie Robertson Hardwick

H. Park & Recreation - Jason Keeney

VII. Reports

A. Mayor's Report
INDOT has put all the curbs in for the US231 project and are anticipating paving this following week given the warmer weather.

B. Clerk-Treasurer's Report
Submitted 2nd round of claims for the 180 In Color Mural Project.
Busy working on year-end.

C. Councilors' Report
Darrell Thomas - East on Washington St has asked Andrew for a couple buckets of stone to fill in the curb from vehicles
Mark Hammer - some of the detour signs have taken a beating from the weather
Katherine Asbell - commented on how beautiful the park lights are and reminded everyone to please shop local
Stacie Langdon - no comments
David Masten - technical review has been working pretty logically on unsafe buildings and comments the good job that Scott has done on identifying the issues and asks the public to let the City know if they are aware of any unsafe buildings
Tina Nicholson - no comments
Vincent Aguirre - thanked Andrew and his team, announced last scheduled councilor lunch, BankShot, ride along with GFD on the 17th, shout out to INDOT for fixing the cross walk button at Zinc Mill and Veterans and responded to the intersection at Pizza King and Robe Ann Park that they'll be installing a rectangular flashing beacon to bring attention to that crosswalk

VIII. Approval of Minutes

A. Approval of Minutes - November 14, 2024
Motion by Darrel Thomas to approve the minutes as presented, second by Mark Hammer, 7-0, motion carried.

IX. Approval of Claims

Mark Hammer made a motion to approve the claims as presented, second by Stacie Langdon, 5-0-2. Vincent and Tina abstained due to conflicts of interest.

X. Old Business

A. Ordinance 2024-12 An Ordinance Amending Ordinance 2024-11, An Ordinance of the Common Council of the City of Greencastle, Indiana, Establishing Wages, Salaries, and Benefits for 2025 (Second Reading)
David Masten made a motion to approve Ordinance 2024-12 as presented, second by Darrel Thomas, 7-0, motion carried.

B. Ordinance 2024-13 An Ordinance Authorizing Purchasing Agents of the City of Greencastle to Make Advance Payments on Contracts for Public Works Projects and Goods and Services (Second Reading)
Stacie Langdon made a motion to approve Ordinance 2024-13 as presented, second by Katherine Asbell, 7-0, motion carried.

C. Contract for Professional Services with the Greencastle/Putnam County Development Center, Inc.
Vincent made a motion to approve the Contract for Professional Services with the Greencastle/Putnam County Development Center, Inc. as presented, second by Katherine, 7-0, motion carried.

D. Ordinance 2024-14 An Ordinance Establishing Stormwater User Rates and Charges for the City of Greencastle, Indiana (Second Reading)
Mark Hammer made a motion to approve Ordinance 2024-14 as presented, second by Tina Nicholson, 7-0, motion carried.

XI. New Business

A. Ordinance 2024-16 An Ordinance Adopting and Establishing Designated Outdoor Refreshment Areas in the City of Greencastle, Indiana
Motion by Katherine Asbell to approve Ordinance 2024-16 as presented, second by Vincent Aguirre. A roll call vote was taken: 5-2, motion carried.

Darrel Thomas: Nay
Mark Hammer: Aye
Katherine Asbell: Aye
Stacie Langdon: Nay
David Masten: Aye
Tina Nicholson: Aye
Vincent Aguirre: Aye

5-2, motion carried.

XII. Adjournment

Tina Nicholson made a motion to adjourn at 8:35pm, second by Katherine Asbell, 7-0, motion carried.

Lynda R. Dunbar, Mayor

ATTEST:

Mikayla J. Johnson, Clerk - Treasurer

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

December 31, 2024 | 2:00 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 2:00pm. Clerk-Treasurer, Mikayla Johnson, called the roll. Councilors Thomas, Asbell, Masten, and Aguirre were present. Councilors Hammer, Langdon, and Nicholson were absent.

II. Pledge of Allegiance

III. Public Petitions and Comments

IV. Special Requests

V. Old Business

VI. New Business

A. Ordinance 2024-17 An Ordinance Amending Ordinance 2024-11, An Ordinance of the Common Council of the City of Greencastle, Indiana, Establishing Wages, Salaries, and Benefits for 2025

Motion by Councilor Masten to consider passage of Ordinance 2024-17 at the same meeting as its introduction pursuant to Indiana Code 36-4-6-13, second by Councilor Thomas, 4-0, motion carried.

Motion by Councilor Asbell to approve Ordinance 2024-17 on first reading, second by Councilor Thomas, 4-0, motion carried.

Motion by Councilor Thomas to approve Ordinance 2024-17 on second reading, second by Councilor Asbell, 4-0, motion carried.

VII. Adjournment

Councilor Aguirre made a motion to adjourn the meeting at 2:06pm, second by Councilor Asbell, 4-0, motion carried.

Lynda R. Dunbar, Mayor

ATTEST:

Mikayla J. Johnson, Clerk - Treasurer

ORDINANCE 2024-16

AN ORDINANCE 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, the Common Council of the City of Greencastle (City) believes it to be in the best interest of the City to establish DORA districts throughout the city with the ability to establish a total of seven (7) DORAs.

WHEREAS, one DORA shall be located in the City's downtown area, as shown and depicted on the attached map labeled as Exhibit "A."

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

There is hereby added to the Greencastle Code of the City of Greencastle, Indiana, Chapter 4, Article 5. Designated Outdoor Refreshment Areas, the language of which shall be:

CHAPTER 4. FEES, LICENSES, PERMITS, AND FRANCHISES
Article 5. Designated Outdoor Refreshment Areas

Sec.4-110. Incorporation of State Law.

All definitions stated under Indiana Code 7.1-1-3-31 et seq. shall apply to this Ordinance and are incorporated herein by reference.

Sec. 4-111. Establishment.

The City of Greencastle (the "City") does hereby authorize the establishment of Designated Outdoor Refreshment Areas ("DORAs"), as described and detailed herein, with the potential to establish a total of seven (7) DORAs in and throughout the City, as allowed by law.

Sec. 4-112. Revocation of DORAs. The City may, at any time, by Ordinance of Common Council, amend, revoke, or alter a DORA, individually, or all DORAs in their entirety.

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. And all the area in between.

Overview: Effectively Downtown Greencastle. The sidewalk directly behind the east side of the Square down to include south to 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 parking lot to deter drinking and driving.

Zone 2 (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 3 to include 302 & 306 E Washington Street (Taco Wapo and Meyer's Market), with the approval of St. John's Catholic Church.

Zone 3 (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.

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

Sec. 4-114. Compliance with Zoning Code.

The City Council finds that adoption of the Downtown DORA and/or other DORAs are consistent with the City of Greencastle's Zoning Code.

Sec. 4-115. DORA Signage.

The minimum signage designating DORA boundaries, as required by Indiana Code 7.1-3-31 et seq. for all DORAs, shall be required. All signage posted in furtherance of the Downtown DORA and/or other DORAs shall comply with all signage requirements of the City of Greencastle as enumerated by ordinance and of Zoning Code. Signage indicating the boundaries shall be placed at common and conspicuous exit locations a DORA. That signage for the Downtown DORA shall be placed in a manner substantially similar to the locations indicated the map attached hereto as Exhibit "B." The DORA signs shall include signs with pole mounts and sidewalk decals, to indicate boundaries and rules (Exhibit B).

All Designated Permittees and/or Vendors participating within a DORA shall decals signs indicating that the Designated Permittee and/or Vendor is a business participating in the DORA. Said decals shall contain the (i) DORA Logo, (ii) that a person may not enter the premises with an alcoholic beverage unless the alcoholic beverage is in a DORA container from another Designated Permittee or Vendor; (iii) that a patron may exit the premises into the DORA with only two (2) open containers of alcoholic beverages at a time; and (iv) all notices required by I.C. 7.1-3-31-16, as amended from time to time. Said decal shall be placed at each entry and exit point of the Designated Permittee. All decals and other signage placed by a Designated

Permittee and/or Vendor shall also be in compliance with and subject to the Zoning Code of the City of Greencastle and shall not count towards the location's total number of allowable signs.

Sec. 4-116. DORA Logo.

The City of Greencastle, by and through the Mayor's office, shall adopt and establish a common brand or logo ("DORA Logo") for Downtown DORA and all future DORAs. Any and all signage utilizing the DORA Logo shall be approved by the City of Greencastle through its designated and appointed agent and shall comply with all applications and fees so determined or required.

Sec. 4-117. Hours of Operation. Hours of operation for all DORAs shall be as follows:

January 1 - December 31.

Thursday to Saturday, 10 AM - 11 PM.

Sec. 4-118. Designated Permittee. Businesses, persons, entities, or organizations which are located within a DORA wishing to continually participate by selling or distributing alcoholic beverages shall be required to complete and submit an application and pay a $50 application fee to the Clerk-Treasurer of the City of Greencastle in order to participate in a DORA as a "Designated Permittee," as defined in I.C. 7.1-3-31 et seq. If the application meets all City requirements and is approved by the Clerk-Treasurer, the Clerk-Treasurer shall send the application to the Alcohol and Tobacco Commission for said Commission's approval. Only those applications approved by the Alcohol and Tobacco Commission shall be allowed to participate in the DORA. The Clerk-Treasurer shall be permitted to delegate this application process to his her designee to process applications. Any establishment wishing to join or expand operations within the DORA must submit a "Designated Outdoor Refreshment Area Application" to the Clerk-Treasurer to approve. An applicant may bring its form to the City Council for approval in lieu of submitting it to the Clerk-Treasurer.

Sec. 4-119. Trash Receptacles. A Designated Permittee approved by the City of Greencastle and the Alcohol and Tobacco Commission shall continuously maintain a trash receptacle(s) outside of all main entrances to their premises at its sole cost and expense.

Sec. 4-120. Special Event Application. Any business, person, entity, or organization, which is either (a) not a Designated Permittee; or (b) a Designated Permittee wishing to expand operations and service into the DORA beyond its licensed premises, that desires to sell alcoholic beverages during an event, festival, or otherwise within a DORA (both of the foregoing are referred to herein as a "Vendor"), shall submit a Special Event Application and pay all required fees, if any so determined, to the City of Greencastle for review and approval by the Chief of the Greencastle Police Department with a copy of the application to the office of the Mayor. Prior to submission of the Special Events Application, the Vendor shall provide, as an attachment to the application, copies of the Vendor's (i) Temporary Beer or Wine Permit or Catering Permit and/or supplement thereto; (ii) Temporary Vendor Designation, both of which may be obtained from the Alcohol and Tobacco Commission; (iii) a Certificate of Insurance, listing the City of Greencastle as an additional insured, and (iv) any other required documentation or items so requested.

Vendors shall be permitted to establish a location of service and participation anywhere within a DORA in which they have elected to participate, subject to review and approval by the City of Greencastle after review of the Vendor's Special Event Permit application.

Sec. 4-121. Right of Refusal

a. Any business, residence, landlord, building owner, retailer, real property owner, lessee, and/or other establishment located in a DORA may, on a non-discriminatory basis, refuse to allow patron(s) to enter their premises, building, property, or business with an alcoholic beverage. Any business or premises which elects to exercise a right of refusal or to otherwise deny patrons entry with alcoholic beverages is recommended to post signage indicating such election; but, such signage shall not be required.
b. Any business or premises located in a DORA which allows patrons to enter their premises, building, property, or business with an alcoholic beverage shall be required to post signage indicating that said business or premises is a participant in the DORA and that alcoholic beverages are permitted.
c. The City of Greencastle maintains full authority and control over sidewalks, streets, parks, and/or other common areas of the city and no person or entity may prohibit or limit open and authorized containers in accordance with I.C. 7.1-3-31 et seq. within a DORA in those spaces except for the City of Greencastle Police Department.
d. All Designated Permittees and/or Vendors shall continue to have the right to refuse service to any patron in their sole discretion in compliance with Indiana Law.

Sec. 4-122. Permitted Amounts. All Designated Permittees and/or Vendors shall permit patrons to exit a Designated Permittee's and/or Vendor's premises with not more than two (2) open containers of alcoholic beverage at a time. The contents of an open container may not exceed the following amounts:

a. Beer or flavored malt beverage of not more than sixteen (16) ounces;
b. Wine, cider, or hard seltzer of not more than twelve (12) ounces; and
c. A mixed drink of not more than ten (10) ounces which contains not more than two (2) ounces of liquor.

Sec. 4-123. Authorized Containers. Designated Permittees and/or Vendors shall only permit patrons to exit their premises into a DORA if the alcoholic beverages, as described hereinabove have been placed into a clear plastic cup labeled with a label approved and authorized by the City of Greencastle ("DORA Container"). Beverages consumed within a Designated Permittee's or Vendor's premises are not required to be in a DORA Container. Glass containers are explicitly prohibited from exiting the Designated Permittee's and/or Vendor's premises into the DORA.

a. The City of Greencastle may delegate and designate a department, agent, entity, or individual the right to serve as the exclusive designer, manufacturer, distributor, and/or retailer and service provider of DORA Containers for use in DORAs.
b. The City of Greencastle shall adopt and approve a DORA Container, the design of which shall include the DORA Logo and/or any other information approved or so required by Greencastle City Council.
c. It shall be the responsibility of each participating Permittee/Vendor to purchase, at its expense, the designated DORA Containers which it sells at its location.

Sec. 4-124. Carryout Businesses. The carryout privileges that a Designated Permittee may have under the scope of the Designated Permittee's other permits or licenses shall not be impacted or otherwise affected by being located within a DORA. Carryout of sealed original containers shall be permitted, but said containers shall not be opened or consumed within a DORA.

Sec. 4-125. Revocation of Designated Permittee or Vendor Status. Failure of a Designated Permittee and/or Vendor to comply with this ordinance shall result in an immediate revocation of a Designated Permittee' s and/or Vendor's right and ability to participate in a DORA. In such event, the City of Greencastle or its designated department or agent, shall deliver or serve notice of such revocation to Designated Permittee and/or Vendor. Said revocation shall contain the following: (i) that the revocation shall be immediately effective; (ii) that the Designated Permittee and/or Vendor shall immediately cease their participation in the DORA; and (iii) the basis for the revocation.

In the alternative of a revocation of a Designated Permittee's or Vendor's right and ability to participate in the DORA, the City of Greencastle or its designated department or agent may issue a fine to a Designated Permittee or Vendor for their failure to comply with this ordinance in an amount not exceeding five hundred dollars ($500.00). The issuance of said fine shall comply with the notice requirements set forth in the preceding section.

Sec. 4-126. Prohibition of Outside Beverages. Persons may not consume beverages within a DORA which (1) were not purchased from a Designated Permittee or Vendor and/or (2) which were brought from outside a DORA into the subject DORA. The refilling of an authorized container with alcoholic or other beverages is strictly prohibited. Individuals found to be in violation of this section shall be subject to a fine of up to five hundred dollars ($500.00).

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

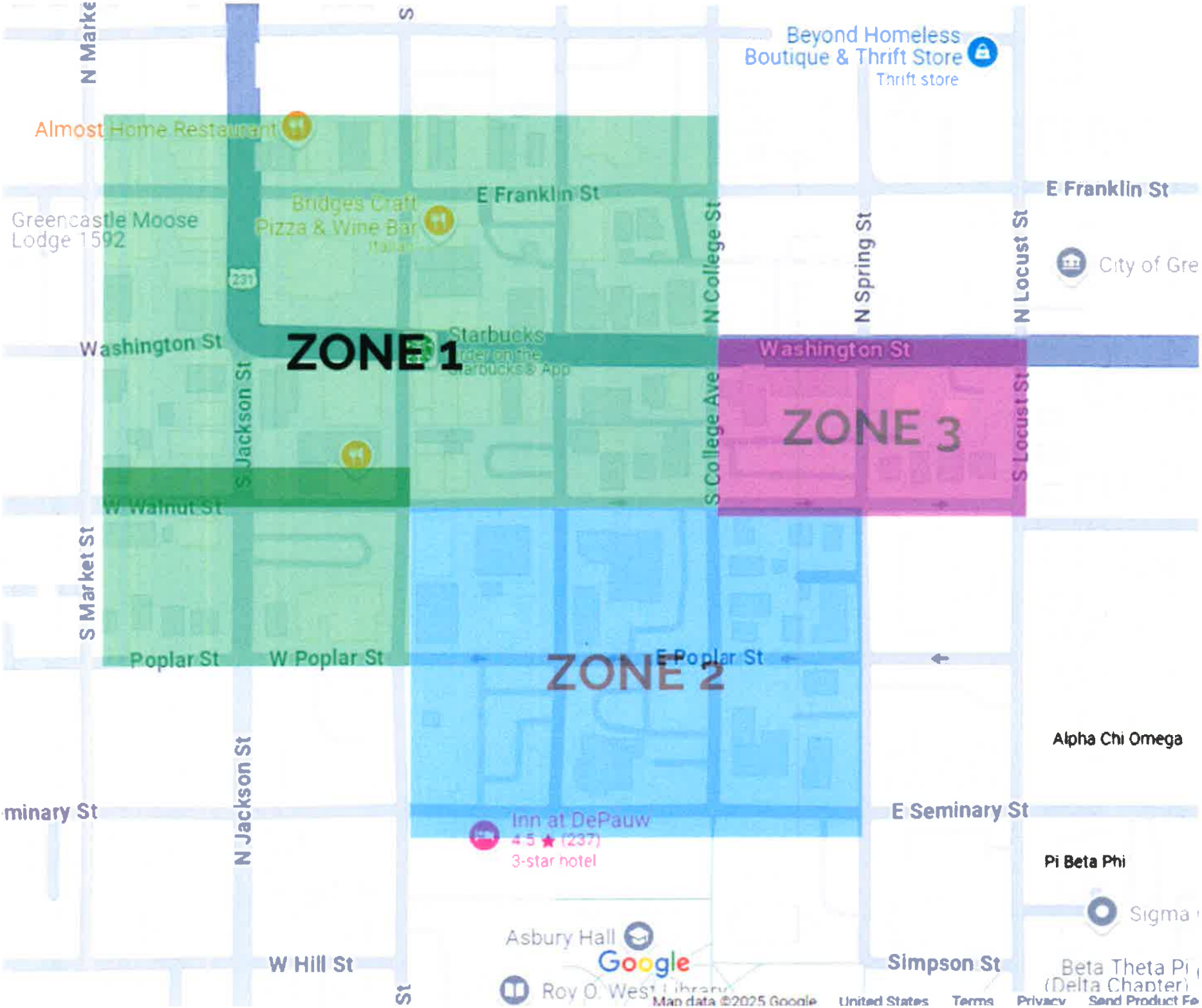
_____
Darrel Thomas

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

_____
Lynda Dunbar, Mayor

ATTEST:

_____
Mikayla J. Johnson, Clerk-Treasurer


ZONE 1
ZONE 2
ZONE 3
Almost Home Restaurant
Bridges Craft Pizza & Wine Bar
Italian
Greencastle Moose Lodge 1592
Beyond Homeless Boutique & Thrift Store
Thrift store
E Franklin St
N College St
N Spring St
N Locust St
City of Gre
Washington St
Starbucks
Order online
Starbucks® App
S Jackson St
S College Ave
S Locust St
W Walnut St
S Market St
Poplar St
W Poplar St
E Poplar St
N Jackson St
Alpha Chi Omega
minary St
E Seminary St
Inn at DePauw
4.5 ★ (237)
3-star hotel
Pi Beta Phi
Sigma
Asbury Hall
Google
Roy O. West Library
W Hill St
Simpson St
Beta Theta Pi
(Delta Chapter)
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