



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

March 13, 2025 | 7:00 PM
City Hall
One North Locust Street, P.O. Box 607
Greencastle, Indiana 46135

AGENDA

- I. Call to Order; Roll Call**
- II. Pledge of Allegiance**
- III. Public Petitions and Comments**
- IV. Special Requests**
 - A. Noise Ordinance Waiver Request - DePauw Alumni Reunion Weekend 2025
 - B. Street Closure Request - Dust Bowl 100 Gravel Bicycle Race
 - C. Street Closure Request - Little 5 Time Trial
 - D. Street Closure Request - Little 5 Street Sprints
 - E. Street Closure Request - Little 5 Criterium
 - F. Street Closure Request - NCAC Outdoor Track & Field Championships
 - G. Street Closure Request - Gravel Grinder National Championship
- 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. 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 - February 13, 2025
- VIII. Approval of Claims**

IX. Old Business

- A. Ordinance 2025-01 An Ordinance Amending Section 8-26 of the Greencastle City Code Regarding Limited Parking Zones (Second Reading)
- B. Ordinance 2025-02 An Ordinance Amending Section 8-22 of the Greencastle City Code Regarding No Parking Zones
- C. Ordinance 2025-03 An Ordinance Amending Section 8-15 of the Greencastle City Code Regarding One-Way Streets (Second Reading)
- D. Ordinance 2025-04 An Ordinance Amending Ordinance 2000-4 of the Greencastle City Code Regarding Stop Signs (Second Reading)

X. New Business

- A. Outstanding 2022 Warrants (Checks)
- B. Greencastle Redevelopment Commission Annual Report for Calendar Year 2024

XI. Adjournment

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

City of Greencastle

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

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

DEPAUW UNIVERSITY SPECIAL EVENT NOISE ORDINANCE WAIVER REQUEST

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

Sponsoring/Host Organization: _____

Contact Name: Randa Hammett (Senior Director of Development and Alumni Engagement Communications and Events)

Contact Telephone: 765-658-4098

Contact E-Mail: randahammett@depauw.edu

Date of Council meeting you plan to attend: _____

Name of the Event: DePauw Alumni Reunion Weekend 2025

Location of the Event: DePauw University Campus

Date(s) of the Event: Thursday, June 5 - Sunday, June 8, 2025

Time(s) of the Event: Exemption request: Saturday, June 7 from 10:00 pm - 12:00 am

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

Are any streets to be closed for this event?

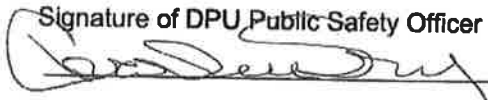
Yes: ☐ No: ☒

If yes, complete a Special Event Street Closure Request.

Prior to submission to the Greencastle Common Council, a Noise Ordinance Waiver must be approved by **DePauw Public Safety**. If approved, are there stipulations by DPU Public Safety?

Stipulations by DPU Public Safety: _____

Signature of DPU Public Safety Officer



Printed Name of DPU Public Safety Officer
Charlene Shewsbury

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

Greencastle Common Council

Approved: ☐ Denied: ☐ Stipulations by Common Council: _____

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

City Form 10003 (R1 / 08-2016)

DEPAUW UNIVERSITY

2025 DePauw Alumni Reunion Weekend Schedule for Noise Ordinance Variance

Event dates: June 5-8, 2025 | Prepared for: Greencastle City Council

Event contact: Randa Hammett at randahammett@depauw.edu

Highest anticipated attendance: 1,100

Thursday, June 5, 2025: Low attendance day

50th Reunion Class begins to arrive on campus

- 12:00-6:00 pm - Event registration in the Robert G. Bottoms Center
- 6:00-8:00 pm - Alumni Board/GOLD Alumni Board Dinner at Hoover Hall
- 5:30-8:00 pm - 50th Reunion Event at the Inn at DePauw

Friday, June 6, 2025: Mid attendance day

- 8:00-7:00 pm - On-campus events and activities throughout the day
- 9:00-7:00 pm - Event registrations in the Robert G. Bottoms Center
- 7:00-10:00 pm - Participate in Downtown Greencastle's monthly First Friday

Saturday, June 7, 2025: High attendance day

- 9:00-7:00 pm - Reunion registration in the Robert G. Bottoms Center
- 9:00-8:00 pm - On-campus events and activities throughout the day
- 8:00-11:00 pm - Evening live entertainment on the East Lawn by Emison Building (Admissions Office)
 - We are requesting the Noise Ordinance variance for this evening from 10:00 pm-12:00 am (one hour to cover the extended performance and one hour in the event the set goes long)

Sunday, June 8, 2025: Alumni departure date

- 7:00 am-11:00 am - Check-out

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765-848-1515

SPECIAL EVENT STREET CLOSURE REQUEST

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

Sponsoring/Host Organization: Elevate Endurance LLC

Contact Name: Marc O'Leary

Contact Telephone: (812) 249-1269 Contact E-Mail: elevateendurancellc@gmail.com

Date of Council meeting you plan to attend: March 2025

Name of the Event: Dust Bowl 100 Gravel Bicycle Race

Location of the Event: Putnam County Roads (county road use already approved by Putnam County Commissioners)

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

Time(s) of the Event: 10:30am to 3:00pm

(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:

The route will utilize CR 50S from the

Vandalia Trail to S. Fillmore Road.

Start and end time times for the closure:

No closure is needed. We are just

looking to use CR 50S to get riders

from the trail back onto county roads

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

**Return completed form to Clerk-Treasurer's Office at above address or to
ldunbar@cityofgreencastle.com
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Greencastle Common Council

Approved: ☐ Denied: ☐ Stipulations by Common Council:

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

City Form 10001 (R1 / 08-2016)

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Sponsoring/Host Organization: Little 5 DePauw University

Contact Name: Alyse Millikan & Blake Woodard

Contact Telephone: 3177506780 Contact E-Mail: alysemillikan@depauw.edu

Date of Council meeting you plan to attend: March 12th 2025

Name of the Event: Little 5 time Trial

Location of the Event: Area 30 Career Center

Date(s) of the Event: April 16th, 2025

Time(s) of the Event: 4:00 PM - 7:00 PM

(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:

North Calbert Way

Start - 4:00 PM End - 7:00 Pm

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.

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Sponsoring/Host Organization: Little 5 DePauw University

Contact Name: Alyse Millikan & Blake Woodard

Contact Telephone: 3177506780 Contact E-Mail: alysemillikan@depauw.edu

Date of Council meeting you plan to attend: March 12th 2025

Name of the Event: Little 5 Street Sprints

Location of the Event: DePauw University

Date(s) of the Event: April 18th, 2025

Time(s) of the Event: 4:00 PM - 8:00 PM

(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:

Anderson St (Bloomington to Locust)

Start - 4:00 PM End - 8:00 Pm

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.

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Sponsoring/Host Organization: Little 5 DePauw University

Contact Name: Alyse Millikan & Blake Woodard

Contact Telephone: 3177506780 Contact E-Mail: alysemillikan@depauw.edu

Date of Council meeting you plan to attend: March 12th 2025

Name of the Event: Little 5 Criterium

Location of the Event: Area 30 Career Center

Date(s) of the Event: April 19th, 2025

Time(s) of the Event: 9:00 AM - 4:00 PM

(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:

E. Hanna St., Olive St., S. Indiana St., Locust St.

Start 9:00 AM End - 4:00 PM

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.

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Sponsoring/Host Organization: DePauw University

Contact Name: Melynda Link

Contact Telephone: 6107164351 Contact E-Mail: melyndalink@depauw.edu

Date of Council meeting you plan to attend: March 13

Name of the Event: NCAC Outdoor Track & Field Championships

Location of the Event: Blackstock Stadium

Date(s) of the Event: May 2nd and 3rd

Time(s) of the Event: Noon on 5/2, 10 a.m. on 5/3

(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:

Madison St from Hill St to Hanna St

8am - 8pm daily

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.

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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:

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Greencastle Common Council

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

City Form 10001 (R1 / 08-2016)

Gravel Grinder National Championship—Saturday June 28, 2025

Full course map: <https://www.mapmyride.com/routes/view/6410361370/>

DINO LLC (Indiana race promoter) has been hired to produce the Gravel Grinder National Championship for US Endurance. Event web page: <https://www.grindernationals.com/>

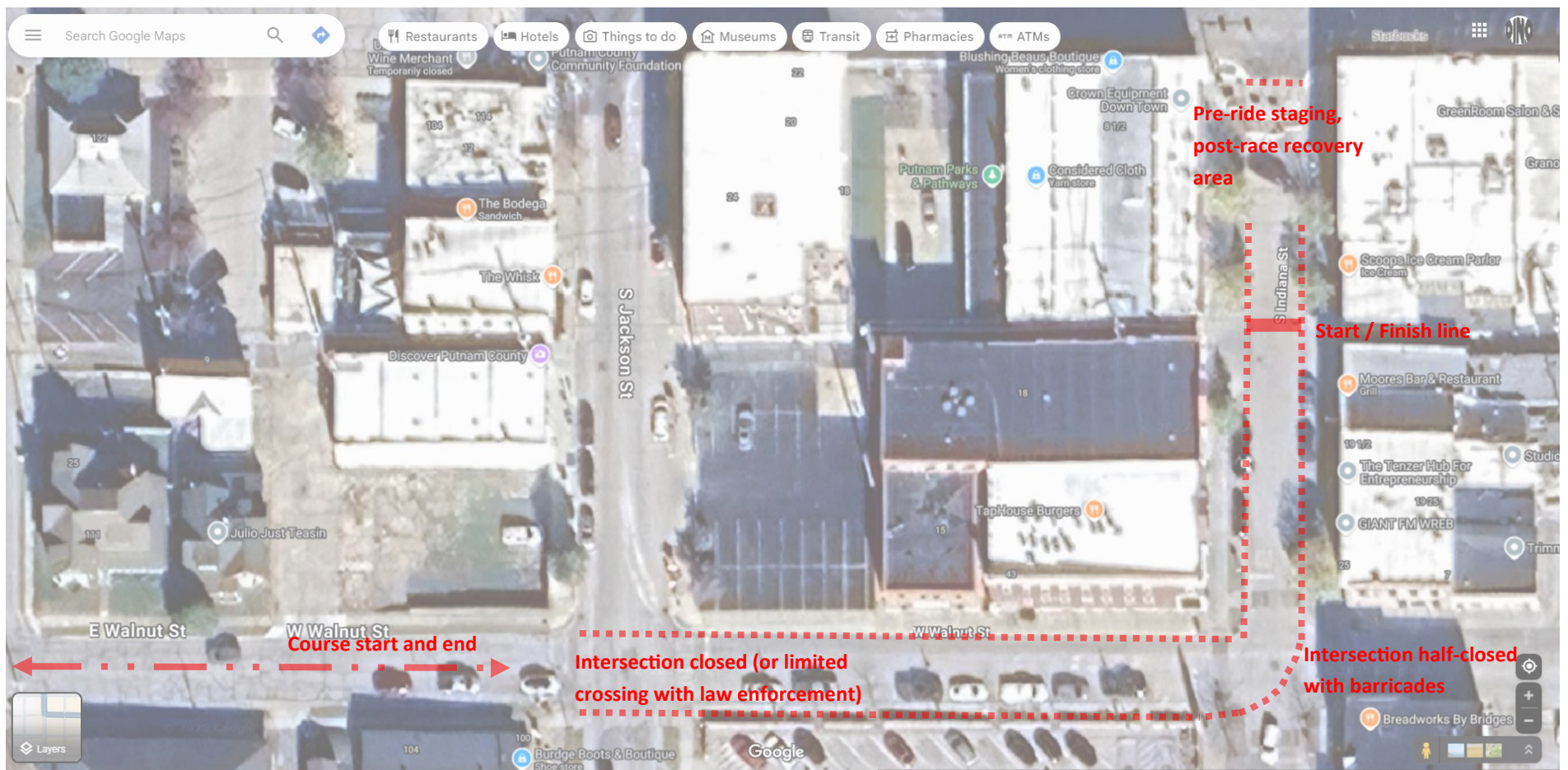
We expect this event to bring 300 or more cyclists from across the country, including many Indiana riders. Local resident / cyclist Wes Kendall has assisted us design the route.

We propose closing at least two blocks within Greencastle, including Indiana Street and Walnut Street. This involves two intersections:

Walnut & Jackson (full closure ideally, or a law enforcement officer allowing limited vehicle crossings)

Walnut & Indiana (full or half closure, space could be kept open at southeast of intersection for vehicles to pass)

Brian Holzhausen, Event Director, DINO LLC— 317-372-0104 Brian@DINOseries.com





Department Report

MEETING DATE

March 13, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

We had a very busy month with six funerals (6f:0c), three lots sold, two mausoleum crypts and house rental paid.

The Forest Hill Cemetery Board met on Thursday, February 6, 2025 for regular monthly meeting and approval of claims.

Employees assisted with Department of Public Works to remove the snow and make the cemetery safe for funerals during. Shout out to DPW for spreading salt and making our roads passable for funerals. The end of February saw three trees come down due to high winds that were cleaned up by cemetery staff. The trees have been evaluated and will likely need to come down completely due to the damage sustained.

ATTACHMENTS

1. Supt. Report February 2025
2. ExpendPage

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

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

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

March 2025

VENDOR:

AMOUNT:

Keystone Cooperative (01341)

\$247.32

CarQuest (00572)

\$77.34

Butler's L.P. (00203)

\$321.90

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 **February 2025** in the amount of **\$646.56** are hereby allowed, dated this day March 6, 2025 by the Forest Hill Cemetery Board.

Signatures of Governing Board of Forest Hill Cemetery



Department Report

MEETING DATE

March 13, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

Greencastle Fire Department February 2025 Council Report

The fire department responded to 119 calls for service in February 2025, compared to 163 calls for service in February 2024. There was a 31% decrease in calls in February 2025 compared to February 2024.

The fire department responded to 266 calls for service in 2025, compared to 287 calls for service in 2024. This is a 7.6% decrease compared to 2024.

Building Fire: 4
Cooking Fire: 1
Grass Fire: 1
EMS: 53
MVA: 2
Electrical Issue: 1
Gas Leak: 3
Lift Assist: 8
Water Leak: 1
Disregard: 11
Haz Mat: 1
No Incident Found: 6
Smoke Scare: 2
Alarm: 25

Total: 119

Firefighters completed 663.5 hours of training during February.

Three Reserve Firefighters worked 36.5 hours during February.

Completed 12 hours of fire prevention training, contacting 906 students and 12 adults.

February Anniversaries: None

- Several firefighters attended the State Fire Academy's Winter Fire School held in Plainfield.

- B-shift attended the GMS Career Fair
-
- Chief Frank represented the fire department at the Indiana Fire Chiefs Association Legislative Day at the State House meeting with Representative Beau Baird to discuss legislation that affects the fire department.
- Chief Frank and Captain Poole completed the Fire Officer IV class. This class is for command level officers and administrators overseeing fire departments. It covers key areas like human resources management, multi-agency coordination, and disaster planning.
- Captain Simonson, Captain Wiatt, Lieutenant Beebe, and Firefighter Bryan successfully completed Fire Officer II class. This class is designed for mid-level officers in fire departments. It strengthens their leadership skills in areas like budgeting, management, human resources, community relations, and emergency services delivery.
- Chief Frank and Lieutenant Newgent attended a three-day course taught by Curt Varone on the Fair Labor Standards Act and how it affects fire departments. The program covered overtime requirements, maximum hours, determining regular rate, comp time, substitutions, record keeping, and more.
- A-shift attended the Deer Meadow Career Fair.
- We partnered with DePauw University to complete annual fire drills in all dorms, fraternities, and sororities.

ATTACHMENTS

None



Department Report

MEETING DATE

March 13, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. Feb 2025 Fire Inspections



*Previous Month Fire Safety Inspections 2025

Occupant Name	Occupant Address	Inspection Number	End Date	Status
Mason Jewelers	45 Putnam Plaza	25-0015	2025-02-24 14:30:00	Fail
Aldi	65 Putnam Plaza Greencastle, IN 46135	25-0016	2025-02-25 11:30:00	Fail
Everwise Credit Union	57 Putnam Plaza Greencastle, IN 46135	25-0017	2025-02-25 22:00:00	Fail
Phillips Steven A	68 Lincoln Dr Brownsburg, IN 46112	25-0018	2025-02-25 14:00:00	Open
Label Shopper	27 Putnam Plaza	25-0019	2025-02-26 10:30:00	Fail
T&T Nails	9 Putnam Plaza Greencastle, IN 46135	25-0020	2025-02-26 11:00:00	Pass
Tobacco Shop	5 Putnam Plaza	25-0021	2025-02-26 23:30:00	Fail
O'Reilly Auto Parts	2 Putnam Plaza Greencastle, IN 46135	25-0022	2025-02-26 14:00:00	Fail
Tractor Supply Company	25 Putnam Plaza Greencastle, IN 46135	25-0023	2025-02-27 11:00:00	Fail
Monicals Pizza	29 Putnam Plaza Greencastle, IN 46135	25-0024	2025-02-27 14:30:00	Fail
Burger King	66 Putnam Plaza	25-0025	2025-02-28 11:00:00	Fail
Shoe Sensation	27 Putnam Plaza Greencastle, IN 46135	25-0026	2025-02-28 12:00:00	Fail

12 Inspections



Department Report

MEETING DATE

March 13, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. Department Report - Planning & Zoning
2. Building Division Report (February)

Greencastle Common Council Report— March 13, 2025

City Planning Department

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

Board of Zoning Appeals Meeting:

The BZA meeting for March was cancelled due to lack of business. The next filing deadline is March 11 for the April 1st meeting.

Technical Review Committee:

The Technical Review Committee meeting on February 13th was cancelled due to submittals not meeting the deadline. The Technical Review Committee meeting scheduled for March 13th will discuss the status of derelict properties as well as site modification on at least one commercial property's parking area.

Unsafe Building Committee:

There are no buildings currently on the docket to be reviewed by the committee. That is the final step before the city would take action to proceed with demolition.

Plan Commission Meeting:

Greencastle Plan Commission's February 24th meeting was cancelled due to lack of business. Plan Commission is scheduled to meet again on March 24th.

The Comprehensive Plan consultants met with city staff on February 25th to review different zoning map options plans which will be reviewed with the steering committee in March. Proposed amendments to the sign code and other miscellaneous changes to the zoning ordinance will be introduced at the March meeting.

MS4 Stormwater Committee Meeting and Activities:

Preparing the annual MS4 report due April 1st, documenting activities related to how the City meets IDEM stormwater permit requirements.

New water bills have resulted in questions from the general public. Guidance and general information as well as some corrections to individuals' billing have been discussed and will be addressed as part of further public outreach.

Activities

- Planning and Building-related fees are in the final stages of a draft proposal, to be introduced in the near future for an update.
- Staff participated in training for Municipal Electric Vehicle Charging Stations (hosted by Duke Energy).
- Staff participated in training on the topic of child-friendly cities, and how to design public spaces to be safe and fun for children.
- Street Tree Board – The board discussed recommended tree plantings at the February 5th meeting, including the YMCA's site plan. The next meeting will be held on May 7th.
- Sustainability Commission – The commission met on February 18th. A core part of the discussion was on electric vehicle charging stations and potential sites the city could integrate them.
- Code Enforcement Activity (Inspections/Notices/Fines):
 - 39 Martinsville St – Waste/Debris and Rank Vegetation
 - 614 Crescent Dr – Waste/Debris and Rank Vegetation
 - 6 Kentwood Dr – Parking (Inoperable Vehicles)
 - 523 N Indiana St – Entrance/Drive (Dimensions and Size)
 - 212 N Vine St – Waste/Debris and Rank Vegetation

- Resolving development standards violations at multiple sites (Colonial Arms, Robe Ann Apartments, Maple Terrace) to include exterior site and building improvements.
- Discussed potential ADA access requirements for 24 W Washington St.
- Working on condensing file storage and maximizing utility of physical space in City Hall. Relocation of file storage, disposing of waste, etc. with the goal of making the area more efficient for both public and staff.
- Reviewed various building and sign permits.

Building Division

From: 2/1/2025 to 2/28/2025 (Issued Date)

Permits Issued

Year:	2025			
Month:	Feb			
Permit Number	Owner	Permit Type	Address	Permit Fee
24-3459	Tracy Bridges	Remodel - Residential	403 E Hanna Street	\$100.00
25-3538	McFall Edward E & Emily V	Remodel - Residential	33 CENTER ST	\$70.00
25-3571	Shuee's Furniture & Appliance	Remodel - Commercial	24 North Jackson St.	\$190.00
25-3572	The Halls of Valhalla Trust	Remodel - Commercial	819 E FRANKLIN ST	\$190.00
25-3575	Vazquez Migel & Torres Sandra	Electrical - Residential	181 BARNABY MILL RD	\$30.00
25-3582	Moore Brian A	Electrical - Residential	36 MARTINSVILLE ST	\$30.00
25-3588	City Of Greencastle	Remodel - Commercial	1 N LOCUST ST	\$190.00
25-3592	DePauw University	Remodel - Commercial	2 West Seminary St	\$190.00
25-3593	Panoch Janet & Shane William	Remodel - Residential	405 E FRANKLIN ST	\$100.00
Month Total:				\$1,090.00

Permits Issued by Permit Type	Year:	2025	
	Month:	Feb	Year to Date
Accessory - Residential		0	1
Demolition - Commercial		0	1
Electrical - Commercial		0	1
Electrical - Residential		2	2
Multi-Family Building		0	5
Remodel - Commercial		4	6
Remodel - Residential		3	3
Single Family & Duplex		0	1
Total Issued:		9	20
Total Receipts:		\$1,090.00	\$2,622.00
Total housing:		\$0.00	\$495,728.00
Total Construction:		\$99,340.00	\$850,068.00

Building Division

From: 2/1/2025 to 2/28/2025 (Issued Date)

Percentage of Project Completion (filtered by Work Type) (Estimated Value of Project > \$100,000.00)

Address - Permit Type	%	Permit Id	Permit Number
1001 CRESCENT DR - Addition - Residential	50%	5858816	21-2430
1018 INDIANAPOLIS RD - Remodel - Commercial	88%	5936066	21-2475
1109 S INDIANA ST - Mechanical - Commercial	0%	6035631	21-2490
1120 Albin Pond Rd - Single Family & Duplex	88%	5785406	21-2375
208 W WALNUT ST - Remodel - Residential	17%	6070536	21-2504
211 N LOCUST ST - Remodel - Commercial	67%	5419420	21-2217
300 S WARREN DR - Remodel - Commercial	0%	5826503	21-2400
501 S Illinois St - Single Family & Duplex	100%	4783347	20-2124
511 E SYCAMORE ST - Single Family & Duplex	100%	4676822	20-2082
800 E TENNESSEE ST - New Building - Commercial	43%	9125595	22-2641
801 Tacoma Dr - Single Family & Duplex	71%	4411683	20-1898
890 ALBIN POND RD - Single Family & Duplex	22%	8637690	22-2621
DePauw Univ., Julian Center 602 S COLLEGE AVE - Mechanical - Commercial	0%	4267256	20-1845



Department Report

MEETING DATE

March 13, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. council report JAN 2025
2. council report FEB 2025

FEB 5TH, 2025

Greencastle Police Department Common Council Report JANUARY 2025

<u>CALL ACTIVITY TOP 5</u>	<u>#</u>
LOCKOUTS	74
ADMINISTRATIVE	26
SUSPICIOUS PERSON	25
DISTURBANCE	25
TRAFFIC VIOLATION	25

DEPARTMENT

EMPLOYMENT ANNIVERSARIES

OFFICER ALEC PETTIT 01-03-2017 (8 YEARS)

SGT. DET. MATT HUFFMAN 01-08-2007 (18 YEARS)

PATROL-Officers conducted 161 traffic stops in the month of January. Officers responded to 429 calls for service, opened 45 criminal case reports and completed 8 Indiana Crash Reports. Officers completed a total of 19 field arrests for the month.

DETECTIVES- Detectives were assigned 6 new cases as well as 1 DCS case. Detectives were called out 1 time during the month. 10 cases were sent to the Prosecutor's Office for charges. 2 cases were closed.

PARKING ENFORCEMENT- 27 tickets were issued for the month (12-3 HR, 5-wrong direction, 4-no parking, 3-Reserve parking, 1-parked in yellow, 1-handicap parking, 1-backed in).
3 warnings were written, 2 tickets were voided. 12 tickets have been paid and 13 have not been paid.

RESERVES- The Reserve Division worked 24 hours for the month.

TRAINING

None

Mar 5TH, 2025

Greencastle Police Department Common Council Report FEBRUARY 2025

<u>CALL ACTIVITY TOP 5</u>	<u>#</u>
LOCKOUTS	60
ADMINISTRATIVE	28
SUSPICIOUS PERSON	23
ACCIDENTS	23
ALARMS	17

DEPARTMENT

EMPLOYMENT ANNIVERSARIES

CHIEF CHRIS JONES 02-16-2003 (22 YEARS)

PATROL-Officers conducted 142 traffic stops in the month of February. Officers responded to 380 calls for service, opened 33 criminal case reports and completed 9 Indiana Crash Reports. Officers completed a total of 10 field arrests for the month. Officers helped with career day at Deer Meadow Elementary and Ridpath Elementary schools on February 26th.

DETECTIVES- Detectives were assigned 7 new cases as well as 3 DCS case. Detectives were called out 5 times during the month. 4 cases were sent to the Prosecutor's Office for charges. 17 cases were closed. 9 cases were moved to inactive.

PARKING ENFORCEMENT- 52 tickets were issued for the month (28-3 HR, 8-wrong direction, 2-no parking, 6-Reserve parking, 5-parked in yellow, 1-handicap parking, 1-backed in, 1-loading zone). 11 warnings were written, 1 ticket was voided. 36 tickets have been paid and 15 have not been paid.

RESERVES- The Reserve Division worked 32 hours for the month.

TRAINING

Officer Billy Dewitt started K9 School with new K9 (Gunner) Feb. 17-Mar 4th in Plainfield.

Officer Angela Taylor attended K9 training on Feb. 14TH in Vigo County.



Department Report

MEETING DATE

March 13, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

Summary Report for February 2025



Department of Public Works

Sign Work:

1. Installed 3 poles, 1 breakaway and 1 stop sign this month.

Mechanical:

1. 14' Elgin Sweeper- Did oil and filter change, replaced air filters, dirt shoes, main broom and main broom bearing.
2. Shop- Purchased a 55-gallon drum of diesel oil.
3. JCB backhoe- Purchased transmission filters.
4. 17' Chevy 1500- Replaced left front brake pads, caliper and rotor.

Storm Work:

1. Repaired 2 storm drains this month.
2. Cleaned out all trough drains this month.

Patching:

1. Patched city streets 4 times this month using 3 tons of CMA.
2. Dug out area on Madison St. in front of the moose building that was destroyed by heavy

- trucks during detour.
3. Dug out cut-out on Indiana St. from a water leak and put compactable gravel in for asphalt.
 4. Dug up a sink hole in Banner Graphic parking lot.

Snow Call – Out:

1. We went out 4 times this month driving 577 miles, used 108 gallons of diesel, 12 gallons of gas and 108.56 tons of CLS.

Tree Work:

1. Trimmed back low branches around town and on fence along VMH hauling off 8 truckloads of limbs.
2. Cut up and removed fallen branch on Highwood.

Misc:

1. Straightened street signs around town.
2. Disposed of 1 deceased animal.
3. Picked up trash on city right of ways 2 times this month collecting 6 bags of trash.
4. Hauled in 24.02 tons of sand.
5. Hauled in 38.7 tons of compactable gravel for street cuts.
6. Filled street cuts with compactable gravel.
7. Started digging a broken main water line on 240 but had to quit because of depth.

ATTACHMENTS

None



Department Report

MEETING DATE

March 13, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. Report to Council & BOW

2025

	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YEARLY AVERAGE
AVERAGE DAILY FLOW IN (M.G.D.)	1.501	1.449											1.475 YEARLY
TOTAL													
DAYS ABOVE DESIGN FLOW	0	0											0
DAYS OF OVERFLOW AT PLANT	0	0											0
RAIN INDUCED OVERFLOW COL. SYSTEM	0	0											0
MECH/ELECT ISSUE CAUSING OVERFLOW	0	0											0
SEWER CALLS BLOCKAGE IN CITY LINES	0	0											0
EMERGENCY REPAIRS MADE	0	0											0
OVERFLOW CAUSED BY BLOCKAGE IN CITY LINES	0	0											0
SEWER LINE CLEANED (FOOTAGE)	340	2,039											2,379
LOCATES	135	188											323
TAP PERMITS	0	0											0
SEWER LINES TELEVIEWED (FOOTAGE)	0	320											320

2024

	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YEARLY AVERAGE
AVERAGE DAILY FLOW IN (M.G.D.)	2.190	1.391	1.544	2.691	1.595	1.053	1.271	1.000	1.001	0.975	1.176	1.618	1.459 YEARLY
TOTAL													
DAYS ABOVE DESIGN FLOW	8	0	0	8	2	0	0	0	0	0	0	3	21
DAYS OF OVERFLOW AT PLANT	0	0	0	0	0	0	0	0	0	0	0	0	0
RAIN INDUCED OVERFLOW COL. SYSTEM	0	0	0	0	0	0	0	0	0	0	0	0	0
MECH/ELECT ISSUE CAUSING OVERFLOW	0	0	0	0	0	1	1	0	1	0	0	0	3
SEWER CALLS BLOCKAGE IN CITY LINES	0	1	0	1	0	0	0	0	0	0	0	0	2
EMERGENCY REPAIRS MADE	0	0	0	0	0	0	0	0	0	0	0	0	0
OVERFLOW CAUSED BY BLOCKAGE IN CITY LINES	0	0	0	0	0	0	1	0	0	0	1	0	2
SEWER LINE CLEANED (FOOTAGE)	0	1,530	1,580	1,260	4,626	2,107	2,487	4,054	550	895	3,657	340	23,086
LOCATES	112	120	247	207	207	198	222	249	188	250	191	165	2,356
TAP PERMITS	1	0	3	2	1	4	0	2	4	0	0	0	17
SEWER LINES TELEVIEWED (FOOTAGE)	0	1,295	2,931	2,125	3,074	2,756	4,728	2,644	2,117	3,884	4,396	1,746	31,696



Department Report

MEETING DATE

March 13, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

None



Department Report

MEETING DATE

March 13, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

The Board of Park Commissioners met on Wednesday, February 5, 2025 at 6:00pm for the monthly meeting and approval of claims.

STEAM Program wrapped for the older age group with Jason presenting the last lesson about “Pollinators and Their Impact”. The students were able to build “pollinators” from craft supplies and then tested to see what impact their “pollinator designs” had on collecting pollen and transferring it the flowers.

STEAM Program started for two classes of the younger group of students including their first lesson on Chicken Embryology where kids were able to have a hands-on lesson on chicken egg structures, discuss chick growth and learned how to candle eggs that are currently in incubation at the extension office. This was Jason’s favorite lesson, for obvious reasons! During the second session for the class, they learned about Literature in the Garden, where they read the book, and learned about the monochromatic illustrations in the book and how color affects and effects different reactions and feelings based. This lesson was geared towards learning about plant seeds, bulbs, corms, etc. that was presented to the older group. The students were able to learn what happened if producers, secondaries or consumers were removed from a hypothetical ecosystem.

We dealt with another round of snow fall, thankfully the residual effects of this last wave didn’t hang around as long as previous snow.

Construction on the pool’s Surge/Balance tank has wrapped up and concrete has been finished! Spear Corporation is still not finished with the filtration install, but we are nearing completion. The improved weather will speed up their ability to work.

The Guard Shack has been delivered and placed on the Northwest corner of the pool deck, this structure will provide a space for GAC employees to take breaks, spend some time in the shade and secure their personal belongings that were typically kept in the first aid room. The first aid room will be converted back to its original intended use as an office space and area where patrons can be assessed and treated.

ATTACHMENTS

1. claims

Greencastle Parks & Recreation Department
Accounts Payable Voucher Docket
Wednesday, February 5, 2025
(For business of January 2025)

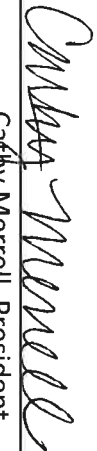
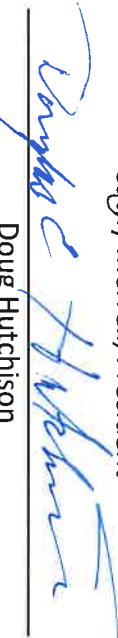
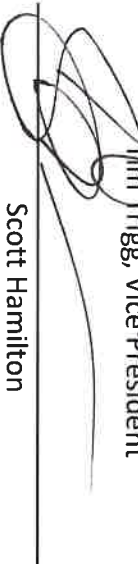
<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Headley Hardware	General Supplies and Repair Parts	\$ 98.09
Black Lumber Company	Plywood and Garage Door Weather stripping	\$ 87.39
Visa Card Services	Name badges, currency test pens, humidifier	\$ 48.21
Purdue Extension	Fetal Pigs	\$ 387.84

Total General Operation Expenses \$ 621.53

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 **\$621.53** dated **February 5, 2025**.

SIGNATURES OF THE GOVERNING BOARD

 Cathy Merrell, President	 Tim Trigg, Vice President
 Doug Hutchison	 Scott Hamilton

Greencastle Civil City, Putnam County, Indiana
Cash & Investments Combined Statement - 2024

	Local Fund Number	Local Fund Name	Beg Cash & Inv Bal Jan. 1, 2024	Receipts	Disbursement	End Cash & Inv Bal Dec. 31, 2024
Governmental Activities	1101	General	\$3,146,299.19	\$5,430,866.45	\$5,031,068.20	\$3,546,097.44
	2201	Motor Vehicle Highway	\$1,263,453.93	\$1,310,372.98	\$987,859.45	\$1,585,967.46
	2202	Local Road And Street	\$362,271.55	\$85,126.70	\$104,794.12	\$342,604.13
	2203	MVH Restricted	\$243.42	\$209,209.94	\$0.00	\$209,453.36
	2204	Park And Recreation	\$301,822.72	\$728,148.76	\$661,022.79	\$368,948.69
	2205	Cemetery	\$107,008.61	\$292,728.44	\$255,633.90	\$144,103.15
	2228	Law Enforcement Education	\$66,591.98	\$13,334.87	\$0.00	\$79,926.85
	2235	Riverboat Rev Fund	\$493,646.09	\$75,118.17	\$47,757.64	\$521,006.62
	2236	Rainy Day Fund	\$728,074.08	\$27,820.90	\$0.00	\$755,894.98
	2240	LIT Public Safety	\$3,542,546.96	\$1,127,816.81	\$853,291.21	\$3,817,072.56
	2256	OPIOID Distribution	\$13,741.21	\$16,633.67	\$0.00	\$30,374.88
	2257	OPIOID Distribution Unrestricted	\$5,436.22	\$6,700.31	\$0.00	\$12,136.53
	2300	Donation Fund	\$361,207.74	\$29,948.06	\$3,072.88	\$388,082.92
	2401	INDOT Grant	\$546,923.62	\$77,024.84	\$44,144.91	\$579,803.55
	2402	Local Road and Bridge Grant	\$899,981.09	\$0.00	\$899,981.09	\$0.00
	2403	ARP CORONAVIRUS LOCAL FIS	\$2,304,115.52	\$0.00	\$868,193.35	\$1,435,922.17
	2404	180 In Color	\$0.00	\$59,921.00	\$59,921.00	\$0.00
	2405	READI 180 - Housing Grant	\$0.00	\$18,292.00	\$18,292.00	\$0.00
	2511	Park Nr Basketball	\$25,555.67	\$4,739.66	\$4,599.31	\$25,696.02
	2512	Park Non Reverting Operating Softba	\$8,199.21	\$6,832.49	\$8,830.00	\$6,201.70
	2534	Law Enforcement Fund	\$7,697.89	\$294.14	\$0.00	\$7,992.03
	2566	Cemetery Ground Improvement	\$203,138.63	\$21,594.92	\$23,965.70	\$200,767.85
	2567	Cemetery Trustee	\$56,123.30	\$7,758.05	\$0.00	\$63,881.35
	2568	Old Mausoleum Fund	\$5,218.00	\$1,805.38	\$85.00	\$6,938.38
	3312	General Obligation Bonds	\$206,220.50	\$124,317.33	\$109,122.75	\$221,415.08
	4401	CCI	\$162,526.69	\$22,246.84	\$0.00	\$184,773.53
	4402	CCD	\$862,380.89	\$157,506.20	\$376,101.12	\$643,785.97
	4403	Park Non Revert Capital	\$300,786.35	\$6,697.85	\$932,032.12	-\$624,547.92

Greencastle Civil City, Putnam County, Indiana
Cash & Investments Combined Statement - 2024

	Local Fund Number	Local Fund Name	Beg Cash & Inv Bal Jan. 1, 2024	Receipts	Disbursement	End Cash & Inv Bal Dec. 31, 2024
Governmental Activities	4408	Industrial Development	\$141,841.04	\$5,419.97	\$0.00	\$147,261.01
	4417	RDC Bond Proceeds-Wellness Center	\$7,835,373.75	\$96,085.13	\$7,931,458.88	\$0.00
	4418	2015 RDC Bond and Interest	\$0.00	\$35,942.91	\$35,942.91	\$0.00
	4419	RDC Wellness Center Construction	\$14,039,303.86	\$397,747.97	\$11,320,823.45	\$3,116,228.38
	4420	RDC Wellness Center DSR	\$1,178,838.98	\$1,203,554.79	\$1,389,913.11	\$992,480.66
	4436	Economic Dev Income Tax	\$2,494,226.49	\$893,251.79	\$828,463.58	\$2,559,014.70
	4445	Tif Allocation	\$6,733,254.80	\$5,480,296.16	\$1,986,438.63	\$10,227,112.33
	4446	Redev Dist Cap Fund	\$594,684.14	\$1,968,284.61	\$1,968,353.07	\$594,615.68
	4650	City Hall N/R	\$94,036.12	\$3,240.39	\$11,040.20	\$86,236.31
	4651	BIG WALNUT PARK PROJECT	\$1,218.77	\$0.00	\$0.00	\$1,218.77
	4699	Contractor Escrow	\$9,847.66	\$0.00	\$0.00	\$9,847.66
	8801	Fire Pension Fund	\$313,966.82	\$116,594.11	\$108,660.64	\$321,900.29
	8802	Police Pension Fund	\$255,393.99	\$125,812.44	\$116,847.65	\$264,358.78
	8901	Payroll Fund	\$3,006.28	\$0.00	\$0.00	\$3,006.28
	9274	Police Grants	\$992.75	\$0.00	\$0.00	\$992.75
	9275	FIRE GRANTS	\$12,500.00	\$0.00	\$12,097.65	\$402.35
SubTotal			\$49,689,696.51	\$20,189,087.03	\$36,999,808.31	\$32,878,975.23
TRASH	6604	TRASH & GARAGE PICKUP	\$748,901.31	\$595,575.22	\$504,850.61	\$839,625.92
	6607	Trash Deposit	\$25,135.64	\$1,126.32	\$0.00	\$26,261.96
SubTotal			\$774,036.95	\$596,701.54	\$504,850.61	\$865,887.88
WASTEWATER	6201	Sewer Operating Fund	\$3,850,510.56	\$3,178,898.54	\$2,301,804.80	\$4,727,604.30
	6203	Sewage Improvement	\$4,634,314.86	\$172,769.97	\$133,957.67	\$4,673,127.16
	6205	Sewage Customer Deposit	\$54,796.52	\$2,422.39	\$0.00	\$57,218.91
SubTotal			\$8,539,621.94	\$3,354,090.90	\$2,435,762.47	\$9,457,950.37
WATER	6101	Water Operating	\$2,817,729.62	\$3,234,751.96	\$2,884,638.53	\$3,167,843.05
	6102	BNY Mellon Bond and Interest	\$143,201.28	\$182,065.88	\$176,642.54	\$148,624.62
	6103	Water Improvement	\$998,815.82	\$28,849.50	\$830,319.51	\$197,345.81
	6104	Water Meter Deposit	\$88,897.83	\$7,622.71	\$0.00	\$96,520.54

**Greencastle Civil City, Putnam County, Indiana
Cash & Investments Combined Statement - 2024**

	Local Fund Number	Local Fund Name	Beg Cash & Inv Bal Jan. 1, 2024	Receipts	Disbursement	End Cash & Inv Bal Dec. 31, 2024
WATER	6108	WATER DEBT SERVICE RESERVE-BNY	\$646,143.05	\$33,788.74	\$0.00	\$679,931.79
		SubTotal	\$4,694,787.60	\$3,487,078.79	\$3,891,600.58	\$4,290,265.81
		GRAND TOTAL	\$63,698,143.00	\$27,626,958.26	\$43,832,021.97	\$47,493,079.29

GREENCASTLE HEAVY TRASH DAY

KEEPING GREENCASTLE BEAUTIFUL

SATURDAY, MAY 10, 2025

8:00 am - 12:00 pm

Customers will be expected to unload their own vehicles.

Help will be available for those not physically able to unload.

City of Greencastle Trash Customers are invited to dispose of their trash at the following designated location at **NO CHARGE (FREE)**

REPUBLIC SERVICES- 525 W Columbia St

(Must enter off of W Columbia St.)

Will accept the following items:

- *Household furniture, mattresses, large toys, small appliances, large appliances (limit 1), microwaves, television sets (limit 2), etc....
- *Carpeting: tied in three (3) foot bundles
- * Small (limited) amounts of construction debris, **(NO Contractor, Business or Remodeling Companies Allowed)**
- *Automobile tires (limit 4) **NO Tractor** tires or Large Equipment tires accepted

Yard Waste Site will be open **9:15 am - 12:00 pm May 10, 2025**

2362 South County Road 250 West - Located by County Highway Dept.

YARD WASTE ONLY- NO CHARGE TO GREENCASTLE TRASH CUSTOMERS

*Persons who require assistance under the American w/Disabilities Act are requested to telephone Laurie Hardwick, ADA Coordinator, at (765)655-2301 or (765)653-3100, at least three days in advance of the event, and a work order will be submitted. Work order is scheduled, and items will be collected and disposed of at the next scheduled service date.

Greencastle Heavy Trash Day is free of charge with proof of residency, copy of utility bill, or a copy of fiver.

****Tox-Away Day is the same date, see additional enclosed flyer for more information. ****

2025 TOX-AWAY DAYS

- ♦ May 10 @ Area 30 (across from Walmart), Greencastle
- ♦ September 13 @ 4-H Fairgrounds, Rockville

Saturday(s) 8:00am-1:00pm (Rain or Shine) *no early birds please

Residents of Putnam and Parke Counties only are welcome at all WCSWD Tox-Away Days to properly dispose of household hazardous wastes in a safe, drive-thru environment. *Please stay inside your vehicle and trained personnel will unload your items. Most items are accepted free of charge, unless noted. Cash/checks accepted. *Regulations prohibit the collection of hazardous wastes from businesses, churches, schools, and non-profits at these events.*



HAZARDOUS & PROBLEM WASTES ACCEPTED FREE OF CHARGE (Unless otherwise noted)

- ♦ Acids/Bases/Solvents/Drain Openers/Adhesives/Sealers
- ♦ Auto: Antifreeze/Fluids/Fuels/Oil/Oil Filters (**No drums please**)
- ♦ Appliances (refrigerator/freezer/a/c unit/stove/dishwasher/washer/dryer/water heater/humidifier/dehumidifier/microwave)
- ♦ Batteries (auto/rechargeable/hearing aid/button)
- ♦ Computers (monitor/tower/printer/tablet/keyboard/cords)
- ♦ Electronics (DVD/VCR/BluRay players/GPS/cell phones/radios/blenders/chargers) *Exception: **\$20 fee for televisions**
- ♦ Fluorescent Tubes (PCB/CFL bulbs/ballasts)
- ♦ Household Cleaners/Chemicals/Pool/Spa Chemicals
- ♦ Medications (non-controlled only) Vitamins/Lancets/Sharps
- ♦ Mercury Items (thermometers/thermostats)
- ♦ Oil Based Paint Only (**No latex: see drying instructions** ➡)
- ♦ Paint Thinners/Removers/Varnish/Stains/Spray Paint
- ♦ Pesticides/Herbicides/Fertilizers/Poison
- ♦ Small Propane Tanks (camping or grill size only)



NOT ACCEPTED AT TOX-AWAY EVENTS:

- ♦ Vacuum cleaners/Hair Dryers/Irons
- ♦ Furniture/Mattresses/Grills/Mowers/Sat. Dish
- ♦ Trash, Recyclables, VHS tapes, Alkaline Batt.
- ♦ Ammunitions/Firearms/Explosives
- ♦ Asbestos/Shingles/Siding/Lumber/Flooring
- ♦ Containers over 5 gallons (**No Drums**)
- ♦ Cylinders (compressed gas, air, helium, etc.)
- ♦ Lab Chemicals
- ♦ Medical/Clinical/Infectious Waste
- ♦ Smoke Alarms (Call First Alert 800-323-9005)
- ♦ Radioactive Materials
- ♦ **Latex Paint** is water based and non-hazardous. Residents should dry out latex paint by removing the lid, mixing paint with equal parts of cheap kitty litter, sand, oil dry, or shredded newspaper. The paint should dry to a solid form in a couple days. Set the dried paint out for trash pick up with the lid removed. Liquid paint is not accepted by trash haulers.



GOT TIRES? BRING THEM TO US!

Car/Light Truck Tires: first 6 free/ \$2 each addtl (combined limit=12)

Tires on Rim (car/ light truck) \$2 per tire (limit 12)

Semi Truck Tires: first 2 free/ \$5 each addtl (combined limit =4)

*Sm. Tractor Tires Under 54": first 2 free/ \$15 each addtl (combined limit =4)

*Lg. Tractor Tires Over 54": **"Quartered"** first 2 free/ \$5 each addtl; **"Whole Tire"** \$25 each (\$65 savings per tire pd by WCSWD) limit=4 (whole, quartered, or combination). **Excluded:** Flotation, Earthmover, and Combine tires

Recycle TV's



\$20 (each/any size)

*Checks for TV's & Tires payable to **Nu Genesis**



WEST CENTRAL SOLID WASTE DISTRICT

765-653-2150 / Find us on Facebook!



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

February 13, 2025 | 7:00 PM
City Hall
One North Locust Street, P.O. Box 607
Greencastle, Indiana 46135

MINUTES

I. Call to Order; Roll Call

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

II. Pledge of Allegiance

III. Public Petitions and Comments

IV. Special Requests

- A. Street Closure and Noise Ordinance Waiver Request - Greencastle Music Fest
Councilor Masten made a motion to approve the street closure and noise ordinance waivers as presented, second by Councilor Asbell, 7-0, motion carried.
- B. Street Closure Request - ShamRock 5K
Councilor Masten made a motion to approve the street closure and noise ordinance waivers as presented, second by Councilor Asbell, 7-0, motion carried.
- C. Street Closure Request - Pedal Putnam Cycling Event
Councilor Aguirre made a motion to approve the street closure request as presented, second by Councilor Hammer, 7-0, motion carried.
- D. Street Closure Request - Moore's to Moore's 5K
Councilor Masten made a motion to approve the street closure request as presented, second by Councilor Nicholson, 7-0, motion carried.
- E. Street Closure Request and Noise Ordinance Waiver Request - C.A.R.R. 5K and After Party Celebration
Councilor Langdon made a motion to approve all 3 requests as they've been presented in the past, second by Councilor Nicholson, 7-0, motion carried.
- F. Street Closure Request - Greencastle Farmers' Market
Councilor Nicholson made a motion to approve the street closure request as presented, second by Councilor Aguirre, 7-0, motion carried.
- G. Street Closure Request - First Friday

Councilor Hammer made a motion to approve the street closure request as presented, with the exception to close the streets at 4pm instead of 5pm, second by Councilor Aguirre, 7-0, motion carried.

V. Department Reports

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

VI. Reports

- A. Mayor's Report
February 24, 2025 at 5:30pm INDOT public meeting at the fairgrounds.
March 1, 2025 ribbon cutting for the opening of the YMCA around 10am at the YMCA.
Official opening on March 3, 2025.
March 3, 2025 at 7pm, Mayor's State of the City Address.
AIM invited all Mayors to visit the state house today to discuss SB1.
- B. Clerk-Treasurer's Report
- C. Councilors' Report
Councilor Aguirre thanked Mayor Dunbar for her work on SB1, stopped in the YMCA for a tour, we've received Bankshot basketball and it will be installed in warmer weather, Economic Development hasn't met yet but he met with the executive director to apply for a \$40,000 child development grant.
Councilor Langdon January, February, and March Farm Bureau hosts local legislators, next meeting is Saturday 9am.
Councilor Asbell is the council liaison for the police department and therefore meets with them frequently. She wanted to comment how proud she is of how hard they work. She is also on the sustainability committee and urges citizens to get involved and reach out if they are interested in serving.
Councilor Hammer commends the progress on Toddson Drive Sewer project and enjoyed attending the last Park Board meeting that was held back at City Hall.
Councilor Thomas shared information on the West Central Solid Waste District.

VII. Approval of Minutes

- A. Approval of Minutes - January 9, 2025
Councilor Hammer made a motion to approve the minutes with the name spelling correction of Dave Guinney, second by Councilor Aguirre, 7-0, motion carried.

VIII. Approval of Claims

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

IX. Old Business

- A. Appointment to Commission on Sustainability (3 year)
Councilor Asbell made a motion to appoint Vanessa Fox to the Commission on Sustainability for a 3 year term, second by Mark Hammer, 7-0, motion carried.
- B. Ordinance 2024-16 An Ordinance Adopting and Establishing Designated Outdoor Refreshment Areas in the City of Greencastle, Indiana
Councilor Masten made a motion to untable Ordinance 2024-16, second by Council Hammer, 7-0, motion carried.
Councilor Hammer made a motion to adopt Ordinance 2024-16 (Second Reading), second by Councilor Aguirre,

Ron Pittman, citizen, addressed his concerns with the ordinance.

Pete Meyer, owner of Moore's Bar, shared why he is in favor of the ordinance.

Joel Everson, citizen and owner of two downtown businesses, shared his thoughts on the ordinance as well.

A roll call vote was taken, 4-3, motion carried.

Councilor Aguirre - yes

Councilor Nicholson - yes

Masten - No

Langdon No

Asbell yes

Hammer yes

Thomas no

Motion carried at 7:59pm

X. New Business

- A. Ordinance 2025-01 An Ordinance Amending Section 8-26 of the Greencastle City Code Regarding Limited Parking Zones
Councilor Masten made a motion to approve Ordinance 2025-01 as presented, second by Councilor Hammer, 6-1, motion carried.
- B. Ordinance 2025-02 An Ordinance Amending Section 8-22 of the Greencastle City Code Regarding No Parking Zones

Councilor Masten made a motion to approve Ordinance 2025-02 as presented, second by Councilor Asbell.

Trudy Selvia, Franklin St resident and business owner, shared her thoughts and concerns on the ordinance.

Councilor Aguirre, shared his thoughts on the ordinance and traffic safety.

Councilor Nicholson, shared her thoughts and believes that Franklin is too narrow for parking and two-way traffic.

Councilor Aguirre made a motion to table Ordinance 2025-02, second by Councilor Langdon, 7-0, motion carried to table the ordinance.

C. Ordinance 2025-03 An Ordinance Amending Section 8-15 of the Greencastle City Code Regarding One-Way Streets

Councilor Masten made a motion to approve Ordinance 2025-03 as presented, second by Councilor Nicholson, 7-0, motion carried.

D. Ordinance 2025-04 An Ordinance Amending Ordinance 2000-4 of the Greencastle City Code Regarding Stop Signs

Councilor Hammer made a motion to approve Ordinance 2025-04, second by Councilor Aguirre, 7-0, motion carried.

XI. Adjournment

Councilor Hammer made a motion to adjourn at 8:36pm, second by Councilor Nicholson, 7-0, motion carried.

Lynda R. Dunbar, Mayor

ATTEST:

Mikayla J. Johnson, Clerk - Treasurer

ORDINANCE 2025-01

**AN ORDINANCE AMENDING SECTION 8-26 OF THE GREENCASTLE CITY CODE
REGARDING LIMITED PARKING ZONES**

WHEREAS, the Indiana Department of Transportation reconstructed part of US231 throughout downtown Greencastle in 2024 and construction will continue in 2025;

WHEREAS, the Common Council passed temporary traffic control measures to address the temporary changes to the traffic patterns, including increasing the time limit in limited parking zones from two hours to three hours;

WHEREAS, the Common Council wishes to continue the change to the limited parking zones until further study of the area has been conducted and additional input from stakeholders is gathered;

NOW THEREFORE be it further ordained that Section 8-26, Schedule of Limited Parking Zones, is hereby amended as follows: the time limit for all parking spaces listed in Section 8-26 shall be amended to 3 hours.

All other provisions in Section 8-26, as amended, shall remain in full force and effect.

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 ____ 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

ORDINANCE 2025-02

**AN ORDINANCE AMENDING SECTION 8-22 OF THE GREENCASTLE CITY CODE
REGARDING NO PARKING ZONES**

WHEREAS, Section 8-22 of the Greencastle City Code lists the no parking zones within the City of Greencastle;

WHEREAS, the City wishes to update its list of no parking zones.

NOW THEREFORE be it ordained that Section 8-22, Schedule of No Parking Zones, is hereby amended by adding the following no parking zones:

<u>Street</u>	<u>Side</u>	<u>From</u>	<u>To</u>
Franklin Street	North	Indianapolis Road	Spring Street

The above restriction does not apply to existing parking bays.

All other provisions in Section 8-22, as amended, shall remain in full force and effect.

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 ____ 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

Franklin Street Preliminary Assessment

The purpose of this assessment is to ascertain the possibility of modifications to markings and other aspects for purposes of safety and parking. The starting point is at the intersection at College Street and ends at Indianapolis Road.

Listings of dimensions and accessories by block

All blocks contain the following:

- a 28 ft corridor (outside of curb to outside of curb) ,
- a 5 ft wide sidewalk (north side)
- curb and gutter without sidewalk (south side)

College to Spring

North side – 6 ft grass buffer / parking lane with parallel parking, stop sign

South side – no sidewalk, no parking sign

Spring to Locust

North side – 6 ft grass buffer, parking allowed

South side – no sidewalk, no parking sign

Locust to Paradise

North side – 6 ft grass buffer, parking allowed

South side – no sidewalk, no parking except for small bumpout (residential, 2 spots)

Paradise to Northwood/Durham

North side – some 3 ft grass buffer, mostly sidewalk abuts to back of curb, parking allowed

South side – no sidewalk, no parking sign

Durham to Arlington

North side – 3 ft grass buffer, parking allowed, speed limit (30 mph)

South side – no sidewalk, no parking signs (2), Wayfinding signs (2) (National Guard Armory/Tzouanakis School)

Arlington to Depauw

North side – stop sign, 3 ft grass buffer, parking allowed, stop ahead sign

South side – no sidewalk, utility pole, fire hydrant, no parking sign

Depauw to Indianapolis

North side – 3 ft grass buffer, parking allowed, speed limit (30 mph)

South side – no sidewalk, fire hydrant, no parking allowed

Classification and Standards

Franklin Street is classified as a collector street per the “Thoroughfare Plan” for the City of Greencastle. On page 13 of section 6, subsection 6 in the City of Greencastle Subdivision Control Ordinance, a chart is provided to list the geometric design standards for all types of roadways, streets and thoroughfares within the City of Greencastle as shown below.

Design Standard (all measurements in feet)	Local Street		Collector Street		Arterial Street*
	Residential	Non-Residential	Residential	Non-Residential	
Right-of Way Width (no parking)	50	50	50	50	60
Right-of Way Width (parking on 1 side)	50	50	50	60	
Right-of Way Width (parking on 2 sides)	50	60	60	60	
Pavement Width (no parking)	24	24	24	24	24
Pavement Width (parking on 1 side)	24	32	32	32	
Pavement Width (parking on 2 sides)	32	40	36	40	
Curb Requirement	Vertical	Vertical	Vertical	Vertical	Vertical
Pavement/Sidewalk Separation	3	3	3	3	8
Sidewalk Width	5	6	5	6	5
Maximum Grade	8%	4%	8%	4%	4%
Minimum Grade	0.5%	0.5%	0.5%	0.5%	0.5%
Minimum Tangent Distance	100	100	150	150	200
Minimum Corner Radius	25	25	30	30	35
* 2-lane Arterial Street Standards Shown - all Other Arterial Street Designs Shall be Consistent with the Requirements of the City Engineer and INDOT					

Highlighted are the specifications that apply, both for 1-sided parking which is Franklin Street’s current application, and no parking. All widths provided are from outside of curb to outside of curb.

Summary

According to the geometric design standard as adopted by the City of Greencastle, Franklin Street already fails to meet the standard to allow 1-sided parking in its current classification as a collector street. The minimum width by standard is 30.0 FT, and the current corridor width (outside of curb to outside of curb) is 28.0 FT, a difference of 2.0 FT. The purpose of the standard is to create a safe travel environment for drivers, reduce safety risks for those who would use roadside parking, and establish a consistent presentation to drivers when utilizing similar streets (collector streets) in the City of Greencastle.

The reasons why Franklin Street is not to standard cannot be known at this time. What is known is that any reduction in width of pavement (i.e. painting a barrier line parallel to the north curb and gutter) will not reduce the standard nor will it improve it for 1-side parking. A greater measurement than the minimum standard would be necessary to reduce lane width and still maintain 1-sided parking.

The option to remove 1-side parking from Franklin Street within the assessed sections can allow for lane reductions as the width requirement would be reduced from 30.0 FT to 24.0 FT. However, it should be noted that the minimum measurement is outside of curb to outside of curb, which is not pavement measurement. Therefore, any reduction of lane widths would have to be mitigated for both lanes, and a centerline marker should be painted to keep travel to the desired lane of travel for both directions, in addition to a barrier marker for the 'buffer' along the north side to pull traffic away from the curb.

However, the classification of Franklin Street as a collector street presents problems with lane reduction. The ideal lane width for a collector street is 12.0 FT each lane. Franklin Street already meets this ideal width at 24.0 FT, and any change in lane width presents a possible conflict with its classification as a collector street by the Thoroughfare Plan.

Finally, the chart above also lists "Pavement/Sidewalk Separation" which is the buffer zone between edge of sidewalk and edge of curb. The minimum required for this zone is 3.0 FT. In *all* blocks assessed, the separation either met or exceeded this requirement, with the exception of one section of sidewalk between Paradise and Northwood, and this section was limited in scope and length along that block.

This assessment also reviewed the Indiana MUTCD to see if any markings or standards could be implemented to achieve an additional buffer width between traffic and sidewalk. No such applications were found.

ORDINANCE 2025-03

**AN ORDINANCE AMENDING SECTION 8-15 OF THE GREENCASTLE CITY CODE
REGARDING ONE-WAY STREETS**

WHEREAS, Section 8-15 of the Greencastle City Code designates one-way streets within the City of Greencastle; and,

WHEREAS, the City wishes to update its list of one-way streets.

NOW THEREFORE, be it ordained by the Common Council of the City of Greencastle that Section 8-15, Designating One-Way Streets is hereby amended, as follows:

<u>Street</u>	<u>From</u>	<u>To</u>
Anderson Street	Bloomington Street 286 feet east of Bloomington Street	Wood Street

NOW THEREFORE be it further ordained that the temporary designation regarding Anderson Street, contained in Greencastle Ordinance 2024-2 is hereby repealed.

All other provisions in Section 8-15 shall remain in full force and effect.

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 ____ 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.

ATTEST:

Lynda Dunbar, Mayor

Mikayla J. Johnson, Clerk-Treasurer

ORDINANCE 2025-__

**AN ORDINANCE AMENDING ORDINANCE 2000-4 OF THE GREENCASTLE CITY
CODE REGARDING STOP SIGNS**

WHEREAS, Ordinance 2000-4, as amended, lists all parking signs within the City of Greencastle; and

WHEREAS, the City wishes to update its list of stop signs.

NOW THEREFORE be it ordained that Ordinance 2000-4, listing the Stop Signs within the City of Greencastle, is hereby amended by adding the following stop signs:

<u>Street—Sign Location</u>	<u>Intersecting Street</u>	<u>Number of Stop Signs</u>
College Street	Franklin Street	2
Franklin Street	Northwood Blvd/ Durham Street	2
Madison Street	Columbia Street	2
Calbert Way	Entrance to Walmart	2

All other provisions in Ordinance 2000-4 as amended, shall remain in full force and effect.

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 ____ 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

CANCELLATION OF WARRANTS – OLD OUTSTANDING CHECKS

Pursuant to IC 5-11-10.5, all checks outstanding and unpaid for a period of two years as of December 31 of each year shall be declared cancelled. Not later than March 1 of each year, the Clerk-Treasurer shall prepare a list in duplicate of all checks outstanding for two or more years as of December 31 last preceding. The original copy shall be filed with the city council and the duplicate copy maintained by the clerk-treasurer of the city of Greencastle. The clerk-treasurer shall enter the amounts so listed as a receipt to the fund or funds upon which they were originally drawn and remove the checks from the list of outstanding checks. If the fund from which the check was originally drawn is not in existence or cannot be ascertained, the amount of the outstanding check shall be receipted into the general fund.

Payroll Account – 9999 102.0000

DATE	CHECK NUMBER	DESCRIPTION	AMOUNT
		TOTAL	\$0.00

Cash Account – 9999 101.0000 Utility Refunds

DATE	CHECK NUMBER	DESCRIPTION	AMOUNT
01/20/2022	60421	Aaron Lake	\$75.12
01/20/2022	60431	Eliot D Parks	\$77.20
04/21/2022	60880	Prime Automotive LLC	\$100.00
09/29/2022	61829	Gabrielle Hardy	\$119.93
12/01/2022	62235	Terra L Straight	\$119.93
		TOTAL	\$492.18

Cash Account – 9999 101.0000

DATE	CHECK NUMBER	DESCRIPTION	AMOUNT
6/10/2022	61104	John Zeller	\$498.00
11/17/2022	62009	Culligan Water Conditioning	\$175.10
12/09/2022	62136	Pro Train Inc.	\$550
		TOTAL	\$1,223.10

Presented to and Approved by the Common Council of the City of Greencastle, Indiana this 13th day of March, 2025, at _____ o'clock p.m.

Mark Hammer _____ David Masten _____

Stacie Langdon _____ Tina Nicholson _____

Vincent Aguirre _____ Katherine Asbell _____

Darrel Thomas _____

Attest:

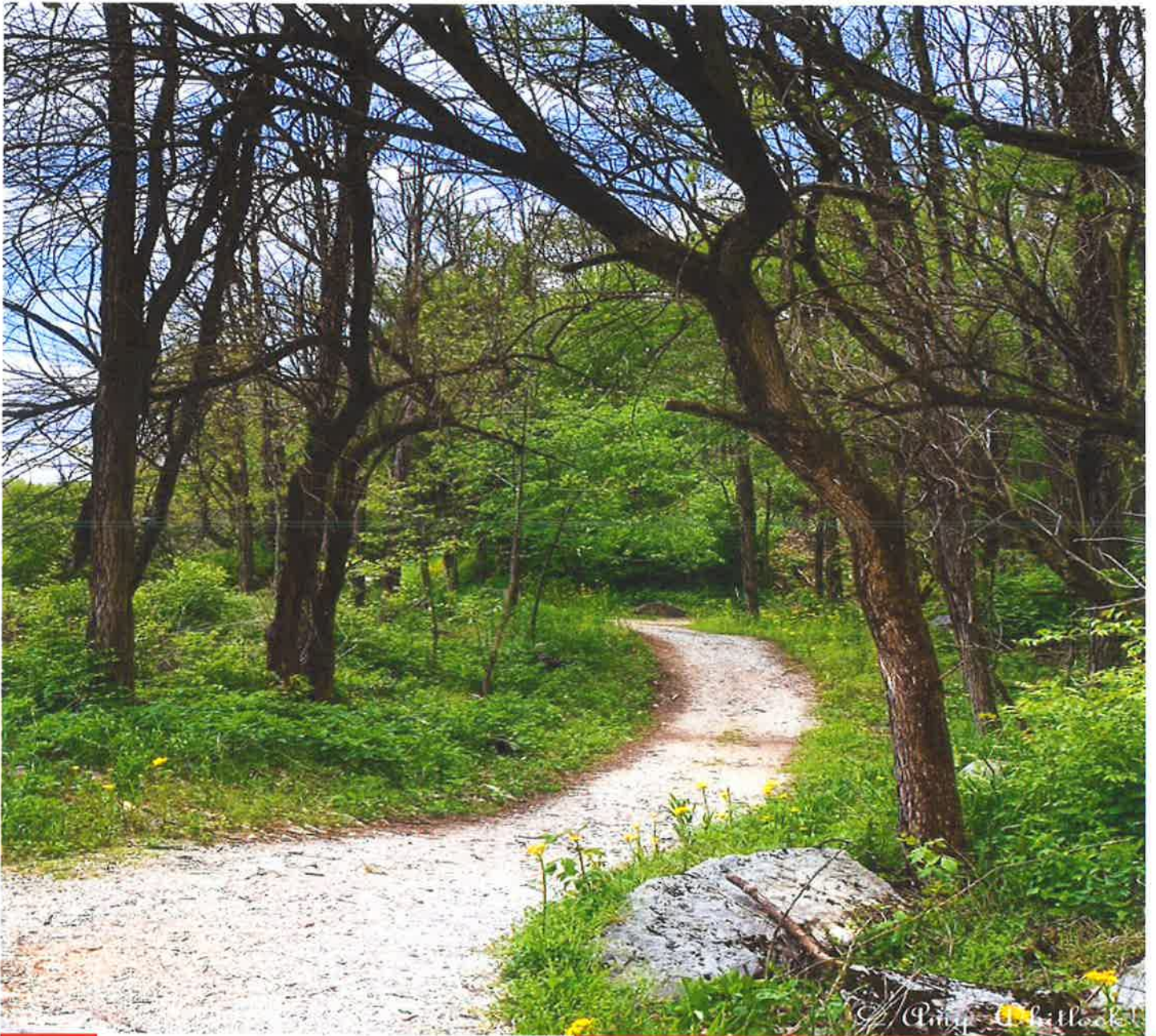
Mikayla J. Johnson, Clerk-Treasurer



GREENCASTLE REDEVELOPMENT COMMISSION

ANNUAL REPORT FOR CALENDAR YEAR 2024

CITY OF GREENCASTLE



REPORT PREPARED IN COMPLIANCE WITH INDIANA CODE 36-7-14-13

Approved by the Greencastle Redevelopment Commission on February 24, 2025 at regular commission meeting.

Approved by the Common Council on March 13, 2025

Lynda R. Dunbar, Mayor

Mikayla Johnson, Clerk-Treasurer

Erika Gilmore, Greencastle Redevelopment Commission President

GREENCASTLE REDEVELOPMENT COMMISSION ANNUAL REPORT FOR CALENDAR YEAR 2024

Name of Qualified and Acting Commissioners for 2024

- Cody Eckert Replace by Eric Birt
- Chris Flegal
- Erika Gilmore
- Brice LeBlanc
- Stacie Langdon

Officers of the Greencastle Redevelopment Commission for 2024

- President – Erika Gilmore
- Vice President – Stacie Langdon
- Secretary- Chris Flegal

Employees of the Greencastle Redevelopment Commission in 2024

The Greencastle Redevelopment Commission does not currently have any employees. Services needed are provided through city departments or contracted outside vendors.



FINANCES OF THE GREENCASTLE RDC FOR 2024

INCOME:

TIF Allocation \$5,156,490.82

Interest Earned

Fund 4445- TIF \$323,805.34

Fund 4417- Bond Int \$ 96,085.13

Fund 4419- RDC Constr. Int \$397,747.97

Fund 4420- Debt Service Reserve Int \$148,573.27

Total Interest \$ 966,211.71

Farm Ground Rent \$ 17,668.80

Total Income in 2024 \$ 6,140,371.33

EXPENSE:

Projects:

Campus Link Trails Engineering \$183,075.00

Wellness Center:

Construction- Tonn & Blank \$19,486,665.12

Architect- Elevatus \$ 181,167.60

YMCA Cement Test \$ 52,171.50

Utilities During Construction \$ 20,996.74

Landscaping \$ 14,887.00

Total Wellness Center \$19,744,000.96

Washington Street Engineering \$ 175,560.00

South Street Drainage \$ 17,316.25

Greencastle Community Schools Fab Lab \$ 122,187.37

Lighting Project Engineering \$ 12,145.15

Avenue E Project \$ 850.00

Total Expenses in 2024* \$20,270,021.73

*Does not include Bond Principal & Interest

FUND BALANCES AS OF DECEMBER 31, 2024

Fund 4445- TIF Allocation	\$10,227,112.33
Fund 4446- Redevelopment District Capital Fund	\$ 594,615.68
Fund 4417- RDC Bond Wellness Center	\$ 0
Fund 4418- 2015 RDC Bond and Interest	\$ 0
Fund 4419- RDC Wellness Center Construction	\$ 3,116,228.38
Fund 4420- RDC Wellness Center DSR	<u>\$ 992,480.66</u>

Total Cash on Hand 12/31/2024	\$14,930,437.05
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Outstanding Bonds- Payments Made In 2024

2015 RDC Bond	\$ 35,942.91
RDC Bond Wellness Center	\$1,389,913.11

Outstanding Debt Obligations:

Tax Increment Revenue Bond of 2015

Maturity Date:	February 1, 2040
Original Amount:	\$600,000.00
Outstanding Amount as of December 31, 2024	\$425,000.00
Principal Paid in 2024:	\$ 20,000.00
Interest Paid in 2024:	\$ 15,942.91
Principal to be Paid in 2025:	\$ 20,000.00

Tax Increment Revenue Bond of 2022

Maturity Date:	February 1, 2040
Original Amount:	\$14,120,000.00
Outstanding Amount as of December 31, 2024	\$13,140,000.00
Principal Paid in 2024:	\$ 745,000.00
Interest Paid in 2024:	\$ 644,913.11
Principal to be Paid in 2025:	\$ 790,000.00

SUMMARY OF MAJOR ACTIVITIES IN 2024

Next Level Trails-Campus Link Trail Along SR 240

In 2020 and also in November of 2021, the commission committed to providing local match for a potential pathway project along SR 240 and Veterans Memorial Highway that would be funded by a grant from the state's Next Level Trails program. An application was submitted to the state for Round 2 funding, which was not funded. In December 2021, an application was submitted for Round 3, and in 2022 the state announced an award of \$2.186 million for this project. With the award of the grant, engineering and ROW determination started in 2022, and has continued through 2024. Construction is scheduled to begin in 2025. The city has until 2026 to complete the project.

Wellness Center, YMCA, Medical Office

Construction began in the Spring of 2023. The construction was almost completed in 2024 but definitely will be completed in 2025. The opening date is scheduled for March 3rd, 2025.

Washington Street

Engineering, survey and ROW was started in 2024 to improve the failing road by the Greencastle High School. In July of 2024, the city submitted a Community Crossing Grant application for a total reconstruction of this road. In November of 2024, the city was rewarded the 1.5 million grant and the city will use EDIT dollars to complete this much needed improvement.

Lighting Project- REDI 1 Grant

At the end of 2023, the Redevelopment Commission approved the city to seek grant moneys from the REDI Grant program. In January 2024, the city was notified that we received \$200,000 in REDI funding to improve much needed lighting upgrades on Indiana Street and Jackson Street in downtown Greencastle. Engineering is being done in 2024, with the completion of the project at the end of 2025.

Greencastle Community Schools Fabrication Labs

The Greencastle Redevelopment Commission desires to partner with the Greencastle public school system to provide much needed dollars to implement new educational opportunities to our local high school and middle school student. A disbursement was given to the school system to make the necessary upgrades to the school's fab labs to improve our next generation of entrepreneurs here in Greencastle and Putnam County.

Grants or Loans made by the Commission

The Redevelopment Commission did not make any grants or loans to any other entity in 2024.

Name of Commissioners Appointed or Removed from Office in 2024.

Most of 2024 members were reappointed in January 2025, except for Brice LeBlanc and he is being replaced by Beau Battin.

- Erika Gilmore- Corporate Learning and Development Officer
- Stacie Langdon- Retired Banker and City Councilor
- Chris Flegal- United Way Director
- Eric Birt- Retired employee of Buzzi Unicem
- Beau Battin- VP of Customer Relations

