



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

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

AGENDA

- I. Call to Order; Roll Call**
- II. Pledge of Allegiance**
- III. Public Petitions and Comments**
- IV. Special Requests**
 - A. Noise Ordinance Waiver Request - DePauw Alumni Reunion Weekend 2025
 - B. Noise Ordinance Waiver Request- Phi Kappa Psi Fraternity Social Event With Guests
 - C. Noise Ordinance Waiver Request- Phi Kappa Psi Fraternity Social Event With Guests
 - D. Special Event Street Closure Request- DePauw University Commencement
- 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
 - i. March 2025 Summary Report
 - F. Water & Wastewater Department - Oscar King Jr.
 - i. Report
 - ii. March 2025 Water Department Labs
 - iii. March 2025 Water Department Report
 - 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
 - D. Greencastle/Putnam County Development Center Q1 2025 Report
- VII. Approval of Minutes**

- A. Approval of Minutes - March 13, 2025

VIII. Approval of Claims

IX. Old Business

- A. Ordinance 2025-02 An Ordinance Amending Section 8-22 of the Greencastle City Code Regarding No Parking Zones (Second Reading)

X. New Business

- A. Resolution No. 2025-1; A Resolution Replacing 2024-1, Authorizing The Use Of Credit Cards For City Officials

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?

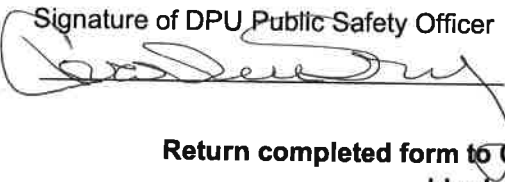
Yes: ☐ No: ☒

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
- 8:00-12:00 pm - Evening live entertainment on the East Lawn by Emison Building (Admissions Office) and outside of SAE Fraternity/Bowman Park
 - We are requesting the Noise Ordinance variance for this evening from 10:00 pm-12:00 am (two hours to cover the extended performance)

Sunday, June 8, 2025: Alumni departure date

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

City of Greencastle

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SPECIAL EVENT NOISE ORDINANCE WAIVER REQUEST

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

Sponsoring/Host Organization: Phi Kappa Psi Fraternity
Contact Name: Jack Blum
Contact Telephone: 815-388-4718 Contact E-Mail: jack.blum-2027@depauw.edu
Date of Council meeting you plan to attend: April 10th 2025 on a Thursday
Name of the Event: Social Event with Guests
Location of the Event: 110 E Larrabee St, Greencastle
Date(s) of the Event: 4/19/25 - 4/20/25
Time(s) of the Event: 10:00 pm - 2:00 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.

- If noise complaint is received DPWD will make contact. 2nd complaint, may be asked to turn off and move inside.

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 10002 (R1 / 08-2016)

City of Greencastle

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SPECIAL EVENT NOISE ORDINANCE WAIVER REQUEST

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

Sponsoring/Host Organization: Phi Kappa Psi Fraternity
Contact Name: Jack Blom
Contact Telephone: 815-388-4718 Contact E-Mail: jackblom-2027@depaww.edu
Date of Council meeting you plan to attend: Apr. 1 10th 2025 on a Thursday
Name of the Event: Social Event with Guests
Location of the Event: 110 E Larabee St, Greencastle
Date(s) of the Event: 4/26/25 - 4/27/25
Time(s) of the Event: 10:00pm - 2:00am
(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.

If noise complaint is received contact will be made by DPUPD. If 2nd complaint is received may be asked to turn off noise and move inside. *Greene Sy*

Return completed form to Clerk-Treasurer's Office at above address or to
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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 10002 (R1 / 08-2016)

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SPECIAL EVENT STREET CLOSURE REQUEST

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

Sponsoring/Host Organization: _____

Contact Name: _____

Contact Telephone: _____ Contact E-Mail: _____

Date of Council meeting you plan to attend: _____

Name of the Event: _____

Location of the Event: _____

Date(s) of the Event: _____

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

Streets requested to be closed:

Start and end time times for the closure:

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

**Return completed form to Clerk-Treasurer's Office at above address or to
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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)



Department Report

MEETING DATE

April 10, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

March was an active month included six interments (2/4) and six grave lot sales. We assisted DPW with the tree unloading at the YMCA, staked for the foundations to be installed and worked with the Putnam County Coroner to perform a burial for a decedent. Transplanted two trees that were dug up from VMH during the Vandalia Depot relocation and assisted with traffic control for the building move. Superintendent & Assistant Superintendent assisted several individuals with preplanning and at-need arrangements.

ATTACHMENTS

1. March2025
2. ExpendPage

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

**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

<u>VENDOR:</u>	<u>AMOUNT:</u>
Arab Termite and Pest (03186)	\$85.00
CDW Government, Inc. (01496)	\$921.20
Keystone Cooperative (01341)	\$261.37
Headley Hardware (00825)	\$50.52
CarQuest (00572)	\$52.00
Wilbert Burial Vault (02313)	\$955.00
Visa Card Services (02400)	\$143.87

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 **March 2025** in the amount of **\$2,468.96** are hereby allowed, dated this day April 3, 2025 by the Forest Hill Cemetery Board.

Signatures of Governing Board of Forest Hill Cemetery



Department Report

MEETING DATE

April 10, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

Greencastle Fire Department March 2025 Council Report

The fire department responded to 151 calls for service in March 2025, compared to 147 calls for service in March 2024. The call volume increased by 3% from 2024 to 2025.

The fire department has responded to 418 calls for service in 2025 compared to 434 calls for service in March 2024. There has been a 4% decrease in calls in 2025 compared to 2024.

Brush Fire – 5
Building Fire – 1
Trash Fire – 2
Cooking Fire – 1
Vehicle Fire – 3
EMS – 57
Extrication – 1
Motor Vehicle Accident – 2
Gas Leak – 6
Wiring Issue – 1
Downed Power Line – 4
Vehicle Accident General Clean-Up – 1
Lift Assist – 8
Assist Police – 1
Public Service – 6
Downed Tree – 6
Unauthorized Burning – 1
Disregard – 13
No Incident – 4
Smoke Scare – 2
Alarms – 23
Carbon Monoxide Alarm - 3

Firefighters completed 673 hours of training during March.

Four reserve firefighters worked 44.5 hours during March.

There were 37.5 hours of community risk reduction, fire prevention, and investigation training completed.

- Firefighter Cassie Baldwin participated in the Area 30 Women in Non-Traditional Fields event, where she provided young women with insight into a career in firefighting.
- We added a new reserve firefighter, Jen Navara. Jen successfully completed the Firefighter I/II course that was hosted at the Greencastle Fire Training Site.
- Eight department members attended two days of the Pittsboro Fire Officer Seminar in Plainfield. They learned leadership skills from four top-rated speakers from around the country.
- We conducted live fire flashover training for our department as well as the Area 30 Fire and Rescue students and Putnam County Firefighter I/II class. Overall, 34 students and instructors completed eight hours of live fire training.
- Probationary Firefighter Tyler Fiscus and part-time Firefighter Paul Weiss completed EMT class and earned their Nationally Registered EMT certificate. This adds two more certified EMT's to our roster.
- We started work with Zach Mathews from Experienced Solutions LLC. to develop core values for our department. Zach provided training to a committee on what strong core values are. There was a survey sent out to the department to find out what core values are important to our members, and then the committee will make the final decision on what our department's core values will be. There will be more to come on this.
- We hosted 21 instructors from 11 different fire departments for the District 7 Instructors meeting at our training site.

ATTACHMENTS

None



Department Report

MEETING DATE

April 10, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. Current_Month_Fire_Safety_Inspections-March-25



Current Month Fire Safety Inspections-1

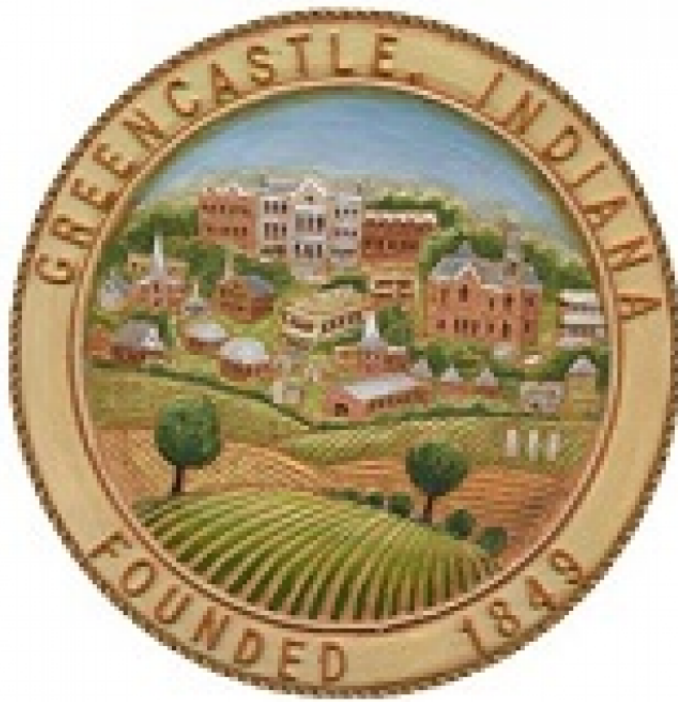
Inspection Location	Occupant Name	Inspection Type	Inspection Number	Inspector	Status
1360 Indianapolis Rd	Subway	B- Business General Fire	25-0027	John Burgess	Pass
1360 Indianapolis Rd	Metro Net	B- Business General Fire	25-0028	John Burgess	Pass
1360 Indianapolis Rd	Palm Beach Tan	B- Business General Fire	25-0029	John Burgess	Pass
1360 Indianapolis Rd	Jackson Hewitt	B- Business General Fire	25-0030	John Burgess	Fail
1360 Indianapolis Rd	No 1 Chinese	B- Business General Fire	25-0031	John Burgess	Fail
Putnam Plaza	Label Shopper	B- Business General Fire	R25-0019-01	John Burgess	Pass
1360 Indianapolis Rd	Check into Cash	B- Business General Fire	25-0032	John Burgess	Pass
1360 Indianapolis Rd	Staff Management	B- Business General Fire	25-0033	John Burgess	Fail
1360 Indianapolis Rd	Castle Smoke Shop	B- Business General Fire	25-0034	John Burgess	Fail
1360 Indianapolis Rd	Casa Grande	B- Business General Fire	25-0035	John Burgess	Fail
Putnam Plaza	China Buffet	B- Business General Fire	25-0036	John Burgess	Fail
1132 Indianapolis Rd	H&R Block	B- Business General Fire	25-0037	John Burgess	Pass
1310-1320-1350 Indianapolis Rd	Buffalo Wild Wings	B- Business General Fire	25-0038	John Burgess	Fail
1310-1320-1350 Indianapolis Rd	American Rental	B- Business General Fire	25-0039	John Burgess	Pass
1310-1320-1350 Indianapolis Rd	Dollar General	B- Business General Fire	25-0040	John Burgess	Pass
1109 Indianapolis Rd	Putnam County Prosecutor Child Support Division	B- Business General Fire	25-0041	John Burgess	Fail



Inspection Location	Occupant Name	Inspection Type	Inspection Number	Inspector	Status
1152 Indianapolis Rd	Taco Bell	B- Business General Fire	25-0042	John Burgess	Fail
1140 & 1148 Indianapolis Rd	Hendricks Physical Therapy	B- Business General Fire	25-0043	John Burgess	Pass
1132 Indianapolis Rd	Discount Tobacco	B- Business General Fire	25-0044	John Burgess	Pass
101 S Warren Dr	First Financial Bank	B- Business General Fire	25-0045	John Burgess	Fail
105 S Warren Dr	NAPA	B- Business General Fire	25-0046	John Burgess	Fail
117 S Warren Dr	North Salem State Bank	B- Business General Fire	25-0047	John Burgess	Fail
1128 Indianapolis Rd	First National Bank	B- Business General Fire	25-0048	John Burgess	Fail
1153 Indianapolis Rd	Speedway LLC	B- Business General Fire	25-0049	John Burgess	Fail
1107 Indianapolis Rd	Marathon	B- Business General Fire	25-0050	John Burgess	Fail
1111 Indianapolis Rd	Heather Taylor State Farm Insurance	B- Business General Fire	25-0051	John Burgess	Pass
1101 Indianapolis Rd	Ruoff Mortgage	B- Business General Fire	25-0052	John Burgess	Fail
1047 Indianapolis Rd	Arby's	B- Business General Fire	25-0053	John Burgess	Pass
1021 1023 Indianapolis Rd	Goodwill	B- Business General Fire	25-0054	John Burgess	Pass
1021 1023 Indianapolis Rd	Goodwill	B- Business General Fire	25-0054	John Burgess	Pass
1019 Indianapolis Rd	Speedway	B- Business General Fire	25-0055	John Burgess	Fail
1013 Indianapolis Rd	F.C. Tucker Advantage Realtors	B- Business General Fire	25-0056	John Burgess	Fail
65 Putnam Plaza	Aldi	B- Business General Fire	R25-0016-01	John Burgess	Pass



Inspection Location	Occupant Name	Inspection Type	Inspection Number	Inspector	Status
911 Indianapolis Rd	Auto Zone	B- Business General Fire	25-0057	John Burgess	Fail
1016 Indianapolis Rd	Tokyo Steakhouse	B- Business General Fire	25-0058	John Burgess	Pass
1058 Indianapolis Rd	Fairway Restaurant	B- Business General Fire	25-0059	John Burgess	Pass
1056 Indianapolis Rd	Sky Nails	B- Business General Fire	25-0060	John Burgess	Fail
1018 Indianapolis Rd	Wendy's	B- Business General Fire	25-0061	John Burgess	Fail
833 Indianapolis Rd	Smoke Shop	B- Business General Fire	25-0062	John Burgess	Fail
1010 Indianapolis Rd	CVS	B- Business General Fire	25-0063	John Burgess	Fail
833 Indianapolis Rd	T-Mobile	B- Business General Fire	25-0064	John Burgess	Pass
833 Indianapolis Rd	Clean Slate	B- Business General Fire	25-0065	John Burgess	Pass
833 Indianapolis Rd	Rent a Center	B- Business General Fire	25-0066	John Burgess	Fail
1021 1023 Indianapolis Rd	Rescued Treasures	B- Business General Fire	25-0067	John Burgess	Pass
100 5th St	Imagine that Hair Salon	B- Business General Fire	25-0068	John Burgess	Pass
100 5th St	Natasha Elson L.M.T	B- Business General Fire	25-0069	John Burgess	Fail
100 5th St	Creative Touch Salon	B- Business General Fire	25-0070	John Burgess	Pass
100 5th St	Creative Touch Salon	B- Business General Fire	25-0070	John Burgess	Pass
100 5th St	On Site Bookkeeping	B- Business General Fire	25-0071	John Burgess	Fail
100 5th St	On Site Bookkeeping	B- Business General Fire	25-0071	John Burgess	Fail



Inspection Location	Occupant Name	Inspection Type	Inspection Number	Inspector	Status
1056 Indianapolis Rd	Sky Nails	B- Business General Fire	R25-0060-01	John Burgess	Pass
Putnam Plaza	Mason Jewelers	B- Business General Fire	R25-0015-01	John Burgess	Pass
Putnam Plaza	Mason Jewelers	B- Business General Fire	R25-0015-01	John Burgess	Pass
833 Indianapolis Rd	Kountry Healthcare	B- Business General Fire	25-0073	John Burgess	Fail
833 Indianapolis Rd	Ivy Nails	B- Business General Fire	25-0074	John Burgess	Fail
857 Indianapolis Rd	Verizon	B- Business General Fire	25-0075	John Burgess	Fail
Putnam Plaza	Tobacco Shop	B- Business General Fire	R25-0021-01	John Burgess	Pass
Putnam Plaza	Tobacco Shop	B- Business General Fire	R25-0021-01	John Burgess	Pass
2 Putnam Plaza	O'Reilly Auto Parts	B- Business General Fire	R25-0022-01	John Burgess	Fail

59 Inspections



Department Report

MEETING DATE

April 10, 2025

PREPARED BY

Blaine Rout, Planner

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. CC Agenda--Planning 04.10.25

Greencastle Common Council Report— April 10th, 2025

City Planning Department

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

Board of Zoning Appeals Meeting:

The BZA meeting for April was cancelled due to lack of business. The next filing deadline is April 15th for the May 6th meeting.

Technical Review Committee:

The Technical Review Committee meeting on March 13th was held, with the bulk of the discussion dedicated to Unsafe Buildings and nuisance properties. An update on a project at 275 Fawn View Drive was discussed as well. The Technical Review Committee meeting scheduled for April 10th will discuss the status of derelict properties in addition to one that is set for abatement provided that an acceptable rate for cleanup is provided from the contracting firm by the meeting date to discuss.

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. Future discussions are planned to address various abandoned/vacant structures in violation of Chapter 7 “Building and Construction Regulations” within the City Code. Many of these properties may need to be addressed through unsafe building committee action.

Plan Commission Meeting:

Greencastle Plan Commission’s March 24th meeting was held to discuss proposed amendments to the Zoning Ordinance. Representatives from American Structurepoint were present in person (as well as virtually) to give a presentation regarding information on the proposed changes. The content was received well but will need to be continued on the next Plan Commission meeting, scheduled for April 28th.

MS4 Stormwater Committee Meeting and Activities:

The annual report is complete and has been submitted to the state.

Activities

- Planning and Building-related fees are essentially complete. A calculation of a 5-year average of “annual construction value” is needed in order to have an appropriate calculation of fees prior to any discussion on the agenda for Council action.
- Street Tree Board – The next meeting will be held on May 7th. A “recommended plantings” list is available that provides the most suitable trees for our region.
- Sustainability Commission – The commission met on March 18th. Blaine provided an update on the EV charging station information obtained in a webinar training session hosted by Duke Energy. Other items of discussion included invasive tree removal along Veterans’ Highway, a regional workshop on wildlife habitat creation, pollinator/monarch gardens, the waterway near the bocce ball court at Robe-Ann Park, and an update on PC/RIP activities.
- Code Enforcement Activity (Inspections/Notices/Fines):
 - 39 Martinsville St – Waste/Debris and Rank Vegetation
 - 40 Frazier St – Unsafe Building/Building Nuisance
 - 7 Hammond St – Vacant/Abandoned Property & Waste/Debris and Rank Vegetation
 - 205 N Indiana St - Illegal Parking of an RV. (Resolved)
 - 805 Indianapolis Rd – Vacant/Abandoned Structure – Various Building Nuisance/Zoning Violations
 - 518 N Indiana St – Exterior Maintenance Issues (Working with Property Owner)

- 5 W Liberty St – Accessory Structure issue (setbacks, ROW encroachment, development standards)
 - 1 N Indiana St – Abandoned/vacant structure. Working with property owner who may be able to sell to an investor that will hopefully redevelop the site.
- Work being done with GIS maps to overlay historic districts as well as local/state/national historic properties. This is a slow process as time allows, but can provide updates if interested.
- Further work on condensing space at City Hall for employee use, but also for public accessibility and committee meetings. Continuing plans to digitize old documents, relocate the large Plotter machine, and dispose of obsolete/damaged/irrelevant items.
- Reviewed various building and sign permits.



Department Report

MEETING DATE

April 10, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. council report (1) MAR 2025

April 2nd, 2025

Greencastle Police Department Common Council Report MARCH 2025

<u>CALL ACTIVITY TOP 5</u>	<u>#</u>
LOCKOUTS	62
ACCIDENTS (T)	35
TRAFFIC VIOLATION (T)	35
ADMINISTRATIVE	31
SUSPICIOUS PERSON	29
DISTURBANCE	21

DEPARTMENT

EMPLOYMENT ANNIVERSARIES

K9 OFFICER BILLY DEWITT 3-07-2022 (3 YEARS)

DETECTIVE DARREL BUNTEN 3-12-2007 (18 YEARS)

PATROL-Officers conducted 258 traffic stops in the month of March. Officers responded to 450 calls for service, opened 38 criminal case reports and completed 11 Indiana Crash Reports. Officers completed a total of 15 field arrests for the month. Officer Jensen Clement and K9 Officer Angela Taylor participated in the Women Empowerment Event at Area 30 on March 4th where they talked to female students about law enforcement careers. On March 24th K9 Officer Taylor & Ziva assisted Crown Corporation with a K9 sweep of their Fillmore Road Facility.

DETECTIVES- Detectives were assigned 5 new cases as well as 1 DCS case. Detectives were called out 1 time during the month. 3 cases were sent to the Prosecutor's Office for charges. 7 cases were closed. Detectives served three search warrants for the month and 2 subpoenas.

PARKING ENFORCEMENT- 49 tickets were issued for the month (40-3 HR, 4-wrong direction, 1-no parking, 1-parked in yellow, 2-handicap parking, 1-blocking alley). 14 warnings were written, 6 tickets were voided. 24 tickets have been paid and 19 have not been paid.

RESERVES- The Reserve Division worked 18 hours for the month.

TRAINING

Officer Billy Dewitt graduated K9 School with new K9 (Gunner) on Mar 4th in Plainfield.

Officer Angela Taylor attended K9 training on March 3rd in Vigo County.

Detective Darrel Bunten attended advanced sexual assault investigations training on March 18-19 at ILEA.

GPD Officers attended emergency vehicle operations training on March 4-5th at ILEA.



Department Report

MEETING DATE

April 10, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

Summary Report for March 2025



Department of Public Works

Sign Work:

1. Installed solar stop sign at Walmart.
2. Replaced 2- poles and 1- stop sign this month.
3. Put out all detour and stop signs for 231 shutdowns.
4. Took down all winter banners from light poles.

Mechanical:

1. Bucket truck: Replaced the battery for air compressor.
2. 15' Kubota RTV: Replaced 1 turn signal bulb.
3. 17' Chevy 1500: Replaced right front rotor, caliper, brake pads and rubber hose on both sides.
4. Elgin Sweeper: Replaced right side gutter broom.
5. Scanner Tool: Bought the update card for it.
6. 11' F-650: Had the ECU flashed and reprogrammed with Cummins software.

Sweeping:

1. Swept city streets 6 times this month driving 116 miles, used 49 gallons of diesel, 1400 gallons of water and picked up 105 yards of debris.

Storm Work:

1. Cleaned city drains 2 times this month collecting 1.5 tons of debris.
2. Repaired 4 city street drains this month.
3. Repaired collapsed street drain pipe on Spring St. using 25' of 10" pipe, 4x6 adapter, 4' of 4" pipe, 7 tons of gravel and 4 bags of concrete.

Patching:

1. Patched city streets 2 times this month using 2.25 tons of CMA.

Tree Work:

1. Removed 3- trees on VMH for Depot move.
2. Unloaded 100 trees at the YMCA for planting.
3. Cleaned up grindings and refilled with dirt 35 stumps hauling off 19 truckloads.

Misc.:

1. Put out the big American flags on VMH.
2. Took down some fence and poles along VMH for Depot move.
3. Put gravel in the cutouts on Madison St. 2 times this month.
4. Repaired a water leak at the Sports Park.
5. Picked up trash along city right of ways 2 times this month collecting 7 bags of trash.
6. Removed and replaced 1- flower pot on the square that had been hit by a vehicle.

ATTACHMENTS

None



Department Report

MEETING DATE

April 10, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. Summary Report for March 2025

Summary Report for March 2025



Department of Public Works

Sign Work:

1. Installed solar stop sign at Walmart.
2. Replaced 2- poles and 1- stop sign this month.
3. Put out all detour and stop signs for 231 shutdowns.
4. Took down all winter banners from light poles.

Mechanical:

1. Bucket truck: Replaced the battery for air compressor.
2. 15' Kubota RTV: Replaced 1 turn signal bulb.
3. 17' Chevy 1500: Replaced right front rotor, caliper, brake pads and rubber hose on both sides.
4. Elgin Sweeper: Replaced right side gutter broom.
5. Scanner Tool: Bought the update card for it.
6. 11' F-650: Had the ECU flashed and reprogrammed with Cummins software.

Sweeping:

1. Swept city streets 6 times this month driving 116 miles, used 49 gallons of diesel, 1400 gallons of water and picked up 105 yards of debris.

Storm Work:

1. Cleaned city drains 2 times this month collecting 1.5 tons of debris.
2. Repaired 4 city street drains this month.
3. Repaired collapsed street drain pipe on Spring St. using 25' of 10" pipe, 4x6 adapter, 4' of 4" pipe, 7 tons of gravel and 4 bags of concrete.

Patching:

1. Patched city streets 2 times this month using 2.25 tons of CMA.

Tree Work:

1. Removed 3- trees on VMH for Depot move.
2. Unloaded 100 trees at the YMCA for planting.
3. Cleaned up grindings and refilled with dirt 35 stumps hauling off 19 truckloads.

Misc.:

1. Put out the big American flags on VMH.
2. Took down some fence and poles along VMH for Depot move.
3. Put gravel in the cutouts on Madison St. 2 times this month.
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6. Removed and replaced 1- flower pot on the square that had been hit by a vehicle.



Department Report

MEETING DATE

April 10, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

None



Department Report

MEETING DATE

April 10, 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	1.448										1.466
TOTAL													
DAYS ABOVE DESIGN FLOW	0	0	0										0
DAYS OF OVERFLOW AT PLANT	0	0	0										0
RAIN INDUCED OVERFLOW COL. SYSTEM	0	0	0										0
MECH/ELECT ISSUE CAUSING OVERFLOW	0	0	0										0
SEWER CALLS BLOCKAGE IN CITY LINES	0	0	0										0
EMERGENCY REPAIRS MADE	0	0	0										0
OVERFLOW CAUSED BY BLOCKAGE IN CITY LINES	0	0	0										0
SEWER LINE CLEANED (FOOTAGE)	340	2,039	1,971										4,350
LOCATES	135	188	246										569
TAP PERMITS	0	0	0										0
SEWER LINES TELEVIEWED (FOOTAGE)	0	320	947										1,267

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
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

April 10, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. March Labs

March 2025

3.55%		SCADA		Plant Tap			D.S.											
Date	Adjusted Gallons Pumped X 1000	Gallons Pumped X 1000	Pounds	Free	Total	Free	Total	Pounds	Finished	Pounds	Finished	Raw	Finished	Raw	Finished	Filter #	Filter Run	Backwash Usage X 1000
1	1,425.72	1,478.20	30	1.35	1.52	0.68	1.16	40	0.63	30	0.69	0.39	0.08	0.6	0.0			
2	1,511.28	1,566.90	31	1.36	1.50	0.61	0.64	33	0.81	18	0.77	0.15	0.01	0.2	0.0			
3	1,535.77	1,592.30	32	1.68	1.83	1.03	1.06	32	0.66	23	0.76	0.16	0.01	0.4	0.2			
4	1,492.27	1,547.20	29	1.41	1.49	1.27	1.52	30	0.77	29	0.75	0.17	0.01	0.3	0.1			
5	1,465.46	1,519.40	24	1.05	1.15	0.83	1.18	40	0.60	20	0.90	0.21	0.04	0.0	0.0			
6	1,564.52	1,622.10	31	1.11	1.23	1.13	1.36	35	0.61	30	0.92	0.20	0.02	0.0	0.0			
7	1,442.80	1,495.90	26	1.26	1.46	1.13	1.31	35	0.58	18	1.02	0.20	0.05	0.0	0.0	1	254	63.6
8	1,334.39	1,383.50	27	1.16	1.22	0.83	1.19	33	0.68	22	0.84	0.19	0.03	0.1	0.1			
9	1,425.92	1,478.40	28	1.21	1.33	1.03	1.17	35	0.88	23	0.73	0.17	0.03	0.3	0.1			
10	1,497.58	1,552.70	19	1.19	1.39	1.16	1.18	37	0.95	27	0.71	1.58	0.01	0.0	0.0			
11	1,561.43	1,618.90	42	1.24	1.44	1.21	1.32	30	0.76	30	0.76	0.17	0.03	0.8	0.2			
12	1,490.06	1,544.90	40	1.28	1.47	1.11	1.37	30	0.67	20	0.73	0.51	0.00	0.6	0.1			
13	1,441.16	1,494.20	31	1.25	1.50	1.21	1.37	30	0.57	20	0.77	0.22	0.06	0.3	0.3	2	252	56.8
14	1,341.91	1,391.30	29	1.30	1.49	1.31	1.43	35	0.77	30	0.40	0.29	0.14	0.2	0.4			
15	1,301.98	1,349.90	28	1.36	1.53	1.32	1.45	31	0.60	17	0.72	0.19	0.00	0.8	0.5			
16	1,366.02	1,416.30	24	1.41	1.57	1.17	1.26	34	0.91	21	0.69	0.22	0.10	0.1	0.1			
17	1,498.16	1,553.30	30	1.36	1.50	1.37	1.38	35	0.85	32	0.73	0.18	0.03	0.0	0.1			
18	1,452.83	1,506.30	30	1.30	1.51	1.26	1.37	35	0.67	20	0.65	0.00	0.00	1.0	0.1			
19	1,484.37	1,539.00	28	1.25	1.43	1.20	1.43	20	0.63	20	0.58	0.20	0.21	1.6	0.1			
20	1,494.01	1,549.00	28	1.21	1.41	1.18	1.36	40	0.72	30	0.36	0.55	0.08	0.5	0.5			
21	1,451.48	1,504.90	28	1.43	1.60	1.15	1.40	35	0.78	20	0.76	0.18	0.02	0.6	0.1			
22	1,384.83	1,435.80	25	1.39	1.50	0.97	1.07	35	0.68	20	0.72	0.11	0.00	0.0	0.1			
23	1,430.35	1,483.00	26	1.30	1.51	1.01	1.26	35	0.55	30	0.72	0.14	0.03	0.1	0.0			
24	1,513.69	1,569.40	28	1.25	1.47	1.13	1.35	20	0.74	20	0.74	0.63	0.05	0.9	0.3			
25	1,522.75	1,578.80	31	1.46	1.82	1.28	1.52	40	0.67	20	0.42	0.42	0.08	0.3	0.0	3	253	62.0
26	1,512.14	1,567.80	26	1.19	1.43	1.25	1.48	35	0.64	30	0.80	0.33	0.09	0.2	0.2			
27	1,456.01	1,509.60	30	1.16	1.25	0.46	1.32	33	0.51	20	0.68	0.46	0.04	0.0	0.0			
28	1,405.47	1,457.20	30	1.42	1.58	1.21	1.44	31	0.77	22	0.78	0.22	0.03	0.1	0.1			
29	1,377.31	1,428.00	28	1.34	1.51	0.84	1.01	34	0.66	28	0.81	0.17	0.02	0.3	0.1			
30	1,370.55	1,421.00	35	1.12	1.20	1.23	1.40	49	0.67	26	0.96	0.84	0.00	0.6	0.3			
31	1,542.52	1,599.30	19	1.36	1.48	1.21	1.35	31	0.68	22	0.70	0.18	0.03	0.1	0.1			
Gallons	45,094.715		893.0	1.3	1.5			1,048		738	0.59							182,400.0
Average	1,454.668					1.09	1.29	Avg	0.70	Avg	0.73	Avg	0.04	Avg	0.14			60,800.0
Peak	1,564.515		6			1.37	1.52	Max	0.95	Max	1.02	Max	0.21	Max	0.50			63,600.0
Minimum	1,301.979					0.46	0.64	Min	0.51	Min	0.36	Min	0.00	Min	0.00			56,800.0

March 2025

March 2025			Chlorine				Fluoride		Polyphosphate		Iron		Manganese		Backwash		Water Temp		pH		Chlorine	Testing																
3.55%	Adjusted	SCADA	Plant Tap		D.S.																Lagoon	Done By																
Date	Gallons Pumped X 1000	Gallons Pumped X 1000	Pounds	Free	Total	Free	Total	Pounds	Finished	Pounds	Finished	Raw	Finished	Raw	Finished	Filter #	Filter Run	Backwash Usage X 1000	A.M.	P.M.	Raw	Finished	Total	Initial														
1	1,425.72	1,478.20	30	1.35	1.52	0.68	1.16	40	0.63	30	0.69	0.39	0.08	0.6	0.0				11.4	11.4	7.47	7.68		KW														
2	1,511.28	1,566.90	31	1.36	1.50	0.61	0.64	33	0.81	18	0.77	0.15	0.01	0.2	0.0				12.0	12.0	7.46	7.61		ERP														
3	1,535.77	1,592.30	32	1.68	1.83	1.03	1.06	32	0.66	23	0.76	0.16	0.01	0.4	0.2				11.6	7.49	7.49	7.64		DD														
4	1,492.27	1,547.20	29	1.41	1.49	1.27	1.52	30	0.77	29	0.75	0.17	0.01	0.3	0.1				11.8	11.7	7.49	7.71		ERP														
5	1,465.46	1,519.40	24	1.05	1.15	0.83	1.18	40	0.60	20	0.90	0.21	0.04	0.0	0.0				12.1	11.7	7.46	7.64		KW														
6	1,564.52	1,622.10	31	1.11	1.23	1.13	1.36	35	0.61	30	0.92	0.20	0.02	0.0	0.0				12.3	11.7	7.52	7.59		KW														
7	1,442.80	1,495.90	26	1.26	1.46	1.13	1.31	35	0.58	18	1.02	0.20	0.05	0.0	0.0				12.3	11.6	7.48	7.70		KW														
8	1,334.39	1,383.50	27	1.16	1.22	0.83	1.19	33	0.68	22	0.84	0.19	0.03	0.1	0.1	1	254	63.6	11.2	11.8	7.36	7.63		MC														
9	1,425.92	1,478.40	28	1.21	1.33	1.03	1.17	35	0.88	23	0.73	0.17	0.03	0.3	0.1				11.8	11.8	7.49	7.67		DD														
10	1,497.58	1,552.70	19	1.19	1.39	1.16	1.18	37	0.95	27	0.71	1.58	0.01	0.0	0.0				12.2	11.8	7.68	7.64		DD														
11	1,561.43	1,618.90	42	1.24	1.44	1.21	1.32	30	0.76	30	0.76	0.17	0.03	0.8	0.2				12.8	12.9	7.47	7.56		KW														
12	1,490.06	1,544.90	40	1.28	1.47	1.11	1.37	30	0.67	20	0.73	0.51	0.00	0.6	0.1				12.9	13.0	7.51	7.69		KW														
13	1,441.16	1,494.20	31	1.25	1.50	1.21	1.37	30	0.57	20	0.77	0.22	0.06	0.3	0.3	2	252	56.8	11.4	11.4	7.59	7.64		KW														
14	1,341.91	1,391.30	29	1.30	1.49	1.31	1.43	35	0.77	30	0.40	0.29	0.16	0.2	0.4				12.2	12.3	7.47	7.68		KW														
15	1,301.98	1,349.90	28	1.36	1.53	1.32	1.45	31	0.60	17	0.72	0.19	0.00	0.8	0.5				13.0	12.1	7.55	7.74		KW														
16	1,366.02	1,416.30	24	1.41	1.57	1.17	1.26	34	0.91	21	0.69	0.22	0.10	0.1	0.1				12.2	12.8	7.48	7.64		DD														
17	1,498.16	1,553.30	30	1.36	1.50	1.37	1.38	35	0.85	32	0.73	0.18	0.03	0.0	0.1				11.7	11.6	7.46	7.61		DD														
18	1,452.83	1,506.30	30	1.30	1.51	1.26	1.37	35	0.67	20	0.65	0.00	0.00	1.0	0.1				11.8	11.7	7.48	7.79		KW														
19	1,484.37	1,539.00	28	1.25	1.43	1.20	1.43	20	0.63	20	0.58	0.20	0.21	1.6	0.1				13.2	11.8	7.50	7.62		KW														
20	1,494.01	1,549.00	28	1.21	1.41	1.18	1.36	40	0.72	30	0.36	0.55	0.08	0.5	0.5				12.9	11.6	7.51	7.64		KW														
21	1,451.48	1,504.90	28	1.43	1.60	1.15	1.40	35	0.78	20	0.76	0.18	0.02	0.6	0.1				12.6	11.5	7.55	7.65		RD														
22	1,384.83	1,435.80	25	1.39	1.50	0.97	1.07	35	0.68	20	0.72	0.11	0.00	0.0	0.1				11.9	11.9	7.59	7.74		RD														
23	1,430.35	1,483.00	26	1.30	1.51	1.01	1.26	35	0.55	30	0.72	0.14	0.03	0.1	0.0				11.8	11.7	7.56	7.74		RD														
24	1,513.69	1,569.40	28	1.25	1.47	1.13	1.35	20	0.74	20	0.74	0.63	0.05	0.9	0.3				11.8	11.7	7.50	7.69		KW														
25	1,522.75	1,578.80	31	1.46	1.82	1.28	1.52	40	0.67	20	0.42	0.42	0.08	0.3	0.0	3	253	62.0	12.8	11.7	7.54	7.68		KW														
26	1,512.14	1,567.80	26	1.19	1.43	1.25	1.48	35	0.64	30	0.80	0.33	0.09	0.2	0.2				12.8	12.1	7.52	7.61		KW														
27	1,456.01	1,509.60	30	1.16	1.25	0.46	1.32	33	0.51	20	0.68	0.46	0.04	0.0	0.0				12.1	11.9	7.52	7.63		KW														
28	1,405.47	1,457.20	30	1.42	1.58	1.21	1.44	31	0.77	22	0.78	0.22	0.03	0.1	0.1				12.1	12.0	7.34	7.59		MC														
29	1,377.31	1,428.00	28	1.34	1.51	0.84	1.01	34	0.66	28	0.81	0.17	0.02	0.3	0.1				12.8	12.3	7.40	7.61		MC														
30	1,370.55	1,421.00	35	1.12	1.20	1.23	1.40	49	0.67	26	0.96	0.84	0.00	0.6	0.3				13.4	13.4	7.44	7.54		KW														
31	1,542.52	1,599.30	19	1.36	1.48	1.21	1.35	31	0.68	22	0.70	0.18	0.03	0.1	0.1				12.2	12.3	7.52	7.72		RD														
Gallons			893.0		1.3		1.5		1,048		0.59						182,400.0																					
Average			1,454,668						1.09		1.29		Avg		0.70		Avg		738		0.73		Avg		60,800.0		12.3		12.0		7.50		7.66		0.00			
Peak			1,564,515						1.37		1.52		Max		0.95		Max		1.02		Max		0.21		Max		63,600.0		13.4		13.4		7.68		7.79		0.00	
Minimum			1,301,979						0.46		0.64		Min		0.51		Min		0.36		Min		0.00		Min		56,800.0		11.2		11.4		7.34		7.54		0.00	



Department Report

MEETING DATE

April 10, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

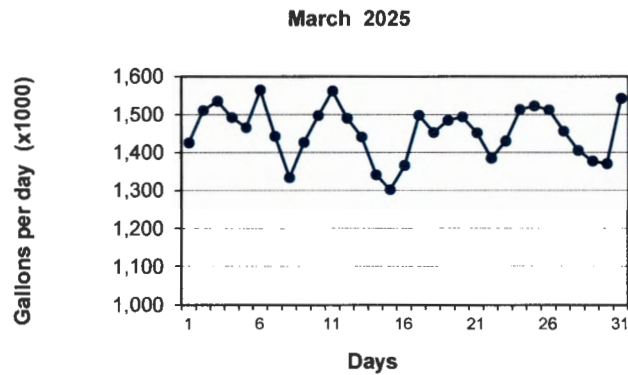
ATTACHMENTS

1. March report 2025

Monthly Report

Current

1,454,668	Average daily pumpage	1,276,727	1,267,334
1,564,515	Peak Day	1,368,818	1,417,140
1,301,979	Minimum Day	1,159,618	1,154,892

[illegible]

Month	Calendar Month Pumpage	Read Cycle Adjustment		Known Water Usage / Loss	Metered but not yet billed (Average)	Gallons Sold	Adjusted Gallons Pumped	Unaccountable Water	Peak Day Gallons	Peak Day
		Pumpage subtracted to match reading dates	Pumpage added to match reading dates							
2022	January	39,076,621	3,408,254	817,189	1,428,399	28,483,840		12.6%	1,497,193	10
	February	37,784,673		441,958	1,429,651	29,018,660		18.2%	1,421,769	1
	March	41,499,923		217,901	1,410,729	31,184,868		20.9%	1,600,877	14
	April	40,216,949	1,353,970	485,137	1,706,713	31,196,836		20.3%	1,471,152	12
	May	44,807,005	1,353,970	1,307,148	1,723,094	32,964,360		16.6%	2,008,764	13
	June	43,633,016		401,317	1,715,389	34,963,016		15.0%	1,620,939	13
	July	45,122,107		793,733	1,752,472	35,574,880		15.5%	1,659,133	6
	August	47,113,510		2,340,069	1,760,308	35,998,996		14.9%	2,184,110	22
	September	42,706,324	2,665,589	657,242	1,723,856	35,084,192		18.5%	1,594,415	1
	October	41,695,914		1,641,504	1,731,631	29,472,696		14.8%	1,718,835	15
	November	38,912,077		611,264	1,717,494	28,682,600		20.3%	1,577,440	1
	December	41,252,630	0	2,590,360	1,737,914	30,982,908		19.7%	1,726,744	26
YTD	Totals:	503,820,748	7,427,812	6,609,920	13,219,722	1,760,308	383,607,852	20.7%	2,184,110	

2023	January	41,239,898	2,590,360	0	4,036,264	1,706,541	26,770,172	32,906,732	18.6%	1,457,456	4
	February	38,336,946	0	0	2,213,767	1,684,266	27,835,324	34,438,913	19.2%	1,515,326	12
	March	39,287,364	0	2,385,980	660,645	1,708,194	31,965,032	39,304,505	18.7%	1,417,140	7
	April	40,785,136	2,385,980	0	370,428	1,708,524	30,017,988	36,320,205	17.4%	1,594,319	23
	May	43,505,894	0	0	651,513	1,725,563	35,085,688	41,128,819	14.7%	1,771,401	22
	June	44,088,742	0	2,573,670	877,926	1,717,253	36,387,208	44,067,233	17.4%	1,649,970	4
	July	44,838,641	2,573,670	0	1,374,222	1,713,804	32,229,076	39,176,944	17.7%	1,565,287	14
	August	48,423,398	0	0	1,382,355	1,740,583	37,310,240	45,300,459	17.6%	2,106,179	24
	September	46,526,226	0	1,414,560	2,820,141	1,739,768	36,795,616	43,380,877	15.2%	3,032,774	10
	October	42,488,540	1,414,540	0	1,595,838	1,708,726	32,915,740	40,598,516	18.9%	1,630,101	10
	November	38,912,077		611,264	1,717,494	28,682,600			20.3%	1,577,440	1
	December	44,143,236	0	1,274,880	2,549,266	1,732,727	31,393,560	41,136,122	23.7%	1,738,608	27
YTD	Totals:	512,576,098	8,964,650	7,649,090	19,143,630	1,740,583	387,388,244	490,376,426	21.0%	3,032,774	

2024	January	47,050,046	1,274,880	0	1,691,397	1,748,240	31,900,704	42,335,529	24.6%	2,318,465	18
	February	39,659,758	0	0	534,936	1,709,999	32,124,356	37,414,822	14.1%	1,490,442	1
	March	39,578,547	0	0	385,486	1,710,295	31,461,628	37,482,766	16.1%	1,368,818	7
	April	41,215,979	0	0	1,016,171	1,722,801	31,968,772	38,477,006	16.9%	1,893,506	29
	May	44,258,108	0	2,517,350	1,266,366	1,742,539	36,790,380	43,766,552	15.9%	1,875,953	3
	June	41,305,677	2,517,350	0	583,700	1,664,449	31,930,624	36,540,177	12.6%	1,518,123	22
	July	45,253,568	0	0	1,601,502	1,700,286	36,342,328	41,951,781	13.4%	2,068,467	11
	August	45,847,508	0	2,766,100	555,168	1,660,546	38,903,480	46,397,894	16.2%	1,636,274	28
	September	43,920,244	2,766,100	0	394,987	1,704,224	34,047,716	39,054,933	12.8%	1,611,680	4
	October	42,266,415	0	0	407,797	1,676,866	33,140,888	40,181,752	17.5%	1,712,470	21
	November	38,394,527	0	1,391,800	894,580	1,661,218	29,474,192	37,230,528	20.8%	1,449,258	12
	December	38,513,835	1,391,800	0	610,679	1,657,116	29,445,768	34,854,241	15.5%	1,427,749	17
YTD	Totals:	507,264,211	7,950,130	6,675,250	9,942,767	1,748,240	397,530,836	494,298,324	19.6%	2,318,465	

2025	January	43,075,631	3,065,900	1,139,200	555,056	1,690,091	30,936,532	38,903,784	20.5%	1,576,089	28
	February	42,688,191	2,937,000	0	500,814	1,675,221	29,569,188	37,575,156	21.3%	1,696,459	13
	March										
	April										
	May										
	June										
	July										
	August										
	September										
	October										
	November										
	December										
YTD	Totals:	86,763,822	6,002,900	1,139,200	1,055,870	1,690,091	60,506,720	78,164,161	22.6%	1,696,459	



Department Report

MEETING DATE

April 10, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

None



Department Report

MEETING DATE

April 10, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

March saw the end of our Homeschool STEAM program in partnership with the Putnam County Extension Office. We also participated with the Public School STEAM program day during the Monday of Spring Break. On-going work continues to prepare for the upcoming pool season, mowing started April 1, 2025 and we have only been able to get a portion of BWSP mowed due to standing water. We will continue our routines as the weather allows.

ATTACHMENTS

1. Claims Docket

Greencastle Parks & Recreation Department
Accounts Payable Voucher Docket
Wednesday, April 2, 2025
(For business of March 2025)

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Arab Termite & Pest	Quarterly Service	\$ 75.00
CDW Government, Inc	Sonicwall	\$ 921.20
Headley Hardware	Repair Parts	\$ 539.45
JTN Services, Inc.	Oil Filters, Blades, Oil	\$ 238.59
Visa Card Services	Ice Maker Filters, ServeSafe Training, Red Cross manuals	\$ 307.17
CarQuest	Oil, Vice, Oil Filters, Lithium Grease	\$ 538.29
Jason Keeney	Reimbursement: Fruit for STEM Class	\$ 35.83
Keystone Cooperative	Diesel & Regular Unleaded	\$ 834.76
S5 Security Solutions	Monitoring at GAC	\$ 29.95

Total General Operation Expenses \$ 3,520.24

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 **\$3,520.24** dated **April 2, 2025**.

SIGNATURES OF THE GOVERNING BOARD

Cathy Merrell, President

Tim Trigg, Vice President

Doug Hutchison

Scott Hamilton



Department Report

MEETING DATE

April 10, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. Greencastle City Council 2025 Quarterly Updates Q1



TO: Greencastle City Council Members
FROM: Kristin Clary, GCPCDC Executive Director
DATE: April 2025

Per our contract, quarterly update of the 2025 activity and projects at the Economic Development Office (Development Center).

PROJECTS

- Putnam County Housing Study (from READI 1 grant):
 - Firm has been hired
 - Steering Committee has been formed and met multiple times
 - Study with in-depth data has been performed
 - Housing Symposium has been scheduled for April 23rd from 9-11 at the Y
- Tax Abatement:
 - Reminders have been sent to all fourteen existing abated companies for compliance filings
 - Working with Liberty Industries (Town of Fillmore) on new personal property abatement
- RFIs:
 - Have responded to 5 RFIs from IEDC and submitted sites to Zoom
- Duke Site Readiness Program:
 - Have submitted application for this program with a property in Cloverdale
- Putnam County Redevelopment Commission:
 - Redevelopment Commission has been approved by County Commissioners
 - Working with Commissioners and Council members on appointments to Commission
 - Have begun paperwork to form first TIF District
- Bainbridge Redevelopment Commission:
 - Redevelopment Commission has been approved by Bainbridge Town Council
 - Members have been appointed to Commission
 - Have begun paperwork to form TIF District
 - District is being formed because of industrial company coming to Bainbridge
- Business Retention and Expansion:
 - Met with 5 Greencastle companies on their industrial needs and future growth plans



- Included IEDC, Ivy Tech, and WorkOne (Workforce Investment Board)
- Childcare Grant:
 - Applied for (board member Vince Aguirre) grant from IEDA
 - Awarded grant of \$40,000
 - Working with Steering Committee to determine best uses of grant funds
- Small Business Microloan Program:
 - Have made three new loans to small businesses in Putnam County
- Putnam County Leadership Academy:
 - Sixth cohort of Academy is in full swing, started in March, with 15 attendees
 - Karen Heavin is again facilitating PCLA
 - Karen had a day-long youth leadership program with 24 high school students attending from all four county schools
- Workforce Development:
 - Continue to meet with School Superintendents and Plant HR Managers to further workforce discussions
 - Working with all four county school corporations on problem-solving initiative with STARTedUP Foundation.
- Main Street Greencastle
 - Serve on board, executive committee, and economic vitality committee (Tami)
- Local Elected Officials Workshop
 - Invited over 70 local elected officials
 - Attended by over 30 participants
 - Shared what we do and how local government and economic development work together to be growth advocates within our community

This is a list of things we are working on in Q1 2025.

Please let me know if you have any questions. Thanks, ~Kristin



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

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, Masten, Nicholson, and Aguirre were present. Councilor Langdon was absent.

II. Pledge of Allegiance

III. Public Petitions and Comments

IV. Special Requests

- A. Street Closure Request - Dust Bowl 100 Gravel Bicycle Race
Councilor Thomas made a motion to approve the street closure request as presented, second by Councilor Hammer, 6-0, motion carried.
- B. Street Closure Request - Little 5 Time Trial
Councilor Nicholson made a motion to approve all three street closure requests for Little 5 as presented, second by Councilor Asbell, 6-0, motion carried.
- C. Street Closure Request - Little 5 Street Sprints
- D. Street Closure Request - Little 5 Criterium
- E. Street Closure Request - NCAC Outdoor Track & Field Championships
Councilor Masten made a motion to approve the street closure request as presented, second by Councilor Aguirre, 6-0, motion carried.
- F. Street Closure Request - Gravel Grinder National Championship
Councilor Hammer made a motion to approve the street closure request as presented, second by Councilor Nicholson, 6-0, motion carried.
- G. Street Closure Request - First Friday
Councilor Asbell made a motion to approve the street closure request as presented, second by Councilor Hammer, 6-0, motion carried.

V. Department Reports

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

VI. Reports

- A. Mayor's Report

Mayor Dunbar spoke with the City's INDOT representative earlier this week regarding the US231 project. They reported that they are on schedule; the water line is almost completely installed, the sewer line is almost installed, and 4 laterals have been attached. The City continues to work with trucks and cars every day and keep up with potholes, but we currently only have cold patch until the asphalt companies open. Mayor Dunbar has fielded many concerns about Calbert Way now that the YMCA is open and drivers are not accustomed to stopping and yielding to Calbert Way traffic when leaving WalMart. Our solar-powered light-up stop sign came in and is on show at tonight's meeting. The Street Department will install the stop sign tomorrow. Ordinance 2025-1 to be removed from tonight's agenda. Mayor Dunbar and Main Street Greencastle hosted a meeting with downtown businesses regarding parking downtown. Mayor Dunbar and Kate Knaul, Main Street Executive Director, are planning to meet with the police department to discuss their findings from the meeting and then will re-draft a completely new ordinance for downtown parking.

March 25 at 7pm Mayor Dunbar and Clerk-Treasurer Mikayla Johnson will be hosting an informative session regarding the "ABC's of Property Tax" and encourage everyone to attend.
- B. Clerk-Treasurer's Report

The Annual Financial Report was included in the packet for review and there were no questions.

Fliers for Greencastle Spring Heavy Trash Day and 2025 Tox-Away Days were included in the packet.

The Clerk-Treasurer took a few minutes to show councilors an easier way to access their council packets using the CivicPlus software.

C. Councilors' Report

Councilor Aguirre: Encourage everyone to join the YMCA! He didn't think that he would join but after seeing all of the amenities, he couldn't miss out.

He's requesting feedback from 4th ward residents in how they'd like to see his EDIT dollars spent.

First Economic Development board meeting tomorrow.

He's working on a project that should be upcoming in the paper soon, so stay tuned for that.

Councilor Nicholson: E911 Board liaison, Dave Costin is retiring July 4th, so the County Commissioners are interviewing for his replacement and someone should be hired by the end of March.

Councilor Masten: Reported a good tech review meeting this morning.

Councilor Asbell: Chief Chris Jones is celebrating 24 years with GPD. She gave an update on Gunner, new K9 for the police department. As the weather is warming up, she encourages individuals to take a bag with them to help pick up trash.

Councilor Hammer: Echoes Councilor Aguirre's encouragement to checkout the YMCA.

VII. Approval of Minutes

A. Approval of Minutes - February 13, 2025

Councilor Thomas made a motion to approve the February 13 2025 Common Council minutes as presented, second by Councilor Hammer, 6-0, motion carried.

VIII. Approval of Claims

Councilor Hammer made a motion to approve the claims as presented, second by Councilor Masten, 5-0-1, motion carried. Councilor Aguirre abstained due to a conflict of interest.

IX. Old Business

A. Ordinance 2025-01 An Ordinance Amending Section 8-26 of the Greencastle City Code Regarding Limited Parking Zones (Second Reading)

Councilor Aguirre made a motion to deny approval of Ordinance 2025-01 as presented, second by Councilor Nicholson, 6-0, motion carried to deny approval of Ordinance 2025-01 as presented.

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 remove Ordinance 2025-02 from the table, second by Councilor Hammer, 6-0, motion carried.

Councilor Hammer made a motion to approve Ordinance 2025-02 as presented on first reading, second by Councilor Asbell, 5-0-1, motion carried with Councilor Aguirre abstaining.

- C. Ordinance 2025-03 An Ordinance Amending Section 8-15 of the Greencastle City Code Regarding One-Way Streets (Second Reading)
Councilor Hammer made a motion to approve Ordinance 2025-03 as presented on second reading, second by Councilor Nicholson, 6-0, motion carried.
- D. Ordinance 2025-04 An Ordinance Amending Ordinance 2000-4 of the Greencastle City Code Regarding Stop Signs (Second Reading)
Councilor Masten made a motion to approve Ordinance 2025-04 as presented on second reading, second by Councilor Aguirre, 6-0, motion carried.

X. New Business

- A. Outstanding 2022 Warrants (Checks)
Councilor Aguirre made a motion to approve Outstanding 2022 Warrants to be receipted back, second by Councilor Masten, 6-0, motion carried.
- B. Greencastle Redevelopment Commission Annual Report for Calendar Year 2024
Councilor Asbell made a motion to approve the Greencastle Redevelopment Commission Annual Report for Calendar Year 2024 as presented, second by Councilor Nicholson, 6-0, motion carried.

XI. Adjournment

Councilor Hammer made a motion to adjourn the meeting at 8:10pm, second by Councilor Aguirre, 6-0, motion carried.

Lynda R. 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

RESOLUTION NO. 2025-1

A RESOLUTION REPLACING 2024-1, AUTHORIZING THE USE OF CREDIT CARDS FOR CITY OFFICIALS

WHEREAS, the various departments within the City of Greencastle make expenditures, such as purchasing gasoline, office supplies and other operating good and supplies from numerous vendors.

WHEREAS, the use of credit cards from one company would reduce the time currently required to process claims to the numerous vendors, freeing City officials to carry out other official duties and expediting the claims process.

NOW THEREFORE BE IT RESOLVED THAT THE COMMON COUNCIL OF THE CITY OF GREENCASTLE authorizes the use of credit cards as follows:

1. City approved credit cards may be used to make the following expenditures:
 - a. office supplies;
 - b. goods and supplies necessary for the operation of the department
 - c. gasoline and automotive supplies and repairs
 - d. training expenses
 - e. travel expenses
 - f. other work- related expenses

No other uses are approved.

2. A list of authorized cardholders and limits is attached as Exhibit A which is incorporated herein. All employees must comply with all City policies regarding credit card usage. The authorized cardholders may delegate his/her duties and allow a member of his/her department to make purchases with the credit card; however, the official shall be responsible for the actions of his/her employee. The employees must return the card to the official immediately after the employee has made the assigned purchase.

This Resolution replaces 2024-1 in its entirety.

PASSED AND ADOPTED by the Common Council of the City of Greencastle, Indiana this 10th day of April 2025.

Mark Hammer

David Masten

Stacie Langdon

Tina Nicholson

Vincent Aguirree

Katherine Asbell

Darrel Thomas

Approved and signed by me this 10th day of April, 2025, at _____ o'clock p.m.

Lynda R. Dunbar, Mayor

ATTEST:

Mikayla Johnson, Clerk-Treasurer

Exhibit A

Employees Authorized to use City of Greencastle Credit Cards

Lynda Dunbar, Mayor	\$5,000.00
Mikayla Johnson, Clerk- Treasurer	\$5,000.00
Dept. Heads and Assistants	
Laurie Hardwick	\$1,000.00
Melanie Welker	\$1,000.00
Chris Jones	\$4,000.00
Ed Wilson	\$1,000.00
Rob Frank	\$3,000.00
Jason Keeney	\$3,500.00
Andrew Rogers	\$1,000.00
David Grimes	\$1,000.00
Oscar King	\$3,000.00
Tom Swenson	\$1,000.00
Rick Denney	\$3,000.00
Blaine Rout	\$1,000.00
Aubree Hiatt	<u>\$1,000.00</u>
Total	\$34,500.00