

The Santa Claus Town Council met in regular session on March 10, 2025, at the Santa Claus Town Hall located at 90 N Holiday Blvd Santa Claus, In. The meeting was called to order by President, Kevin Burke

**Pledge of Allegiance**

**YouTube- YES**

**Town Council Members Present:** Kevin Burke, Michael Johannes (left early), Patricia Vaal, Brian Warran and Jason Little (5:10 pm)

**Absent:** None

**Also, Present:** Clerk-Treasurer; Jane Lindsey, Town Attorney; Kevin Patmore, Park Superintendent; Zach Tischendorf; Utility Superintendent, Russ Luthy, and Fire Chief Max Meyer

**MINUTES**

Patricia Vaal made a motion to approve the February 10, 2025 and Brian Warran seconded the motion.

Ayes: 4 Nays: None

Motion carried: 4-0

Patricia Vaal made a motion to approve the Town Council Special Meeting held on March 3, 2025 as presented. Michael Johannes seconded the motion.

Motion carried: 4-0

**COMMENTS FROM THE FLOOR-**

Fred Emory from Servepro gave a presentation on the services that Servepro can offer the Town of Santa Claus. Emory proposed for consideration on an agreement that would facilitate cleaning, restoration & construction in an emergency.

**COMMENTS FROM THE COUNCIL**

Kevin Burke stated that he has already saw many people from the community using the trails. Spring is coming hopefully.

**FEBRUARY REPORTS FROM DEPARTMENT HEADS**

Department reports were given to the Council prior to the meeting.

**FIRE DEPARTMENT MAX MEYER**

Max Meyer thanked the Council for the new fire truck. Meyer stated it will go into service on Saturday. Meyer said it took 29 months and Meyer ordered it in 2022.

Meyer stated that medicine cabinet cleanout will be held on 04/28/2025 from 8am-12pm at the fire station.

**PARKS & RECREATION/COMMUNITY CENTER ZACH TISCHENDORF**

Zach Tischendorf reported that the bathrooms at Yellig Park have been opened for the season. Tischendorf said the coffee hour is going well and have a steady stream of new community members joining as well as recurring members. Tischendorf stated they have added two new programs as well which include a walking group at 8am on Thursdays and a playground meet up on Wednesday at 10am. Both of these new programs will be at Yellig Park.

The committee for the new website was all in attendance. Jon Goldsberry presented a one-page comparison highlighting all the features available and costs for each of the 4 companies that made it to the short list of options. The committee has looked at multiple potential companies and have spoken to multiple towns regarding their website companies. The committee was all in agreement that Revize was the clear first choice. After a lengthy discussion, Jason Little stated that the committee has presented enough documentation and that a decision needed to be made.

Jason Little made a motion to move forward with Revize as the new website designer after attorney, Kevin Patmore has reviewed the contract. Little also said that Kevin Burke and Jane Lindsey should be allowed to sign the contract after review. Patricia Vaal seconded the motion.

Ayes: 5 Nays: None  
Motion carried: 5-0

**BUILDING INSPECTOR TODD HAYS**

Ron Smith and Joe Gwin from the Back 9 were present and requested an explanation on why they were denied a permit to start building new residential construction. Attorney, Kevin Patmore explained that since a preliminary plat was filed per the ordinance no construction could be started until the final plat was filed and approved. Gwin requested all communication be in writing going forward because they are working with the firm Cash Waggner and it would be easier to be able to forward exactly what was needed to them.

**POLICE DEPARTMENT JAMES FAULKENBURG**

Nothing to report.

**UTILITY SUPERINTENDENT-RUSS LUTHY**

Russ Luthy stated that there were two bid openings for tonight. One for the new excavator and one for surplus equipment. There were 7 bids presented for the excavator and one for the surplus property of an enclosed trailer. There were no bids for the tank, utility trucks or the fire truck. Attorney, Kevin Patmore opened the sealed bids in the public meeting. Bids for the excavator are as follows:

McCoy Construction	\$56,480.15	\$8500 trade-in
Boyd Cat	\$57,054.10	\$3500 trade-in
Hopf Equipment	\$47,137	\$12,000 trade-in
Boyd & Sons Mach	\$51,360.67	\$5000 trade-in
Hutson, Inc	\$51,900	\$5000 trade-in

03-10-2025 TOWN COUNCIL MTG

Wright Implement	\$62,303.63	\$5,000 trade-in
Wright Implement	\$46,903.52	\$5000 trade-in

Patricia Vaal made a motion to accept the lowest bid that meets the specs and timely delivery pending Russ' review. Jason Little seconded the motion.

Ayes: 4 Nays: None  
Motion carried: 4-0

Bid for surplus property of enclosed trailer.

Wildlife Properties \$200

Jason Little made a motion to approve the bid in the amount of \$200 presented by Wildlife Properties. Patricia Vaal seconded the motion.

Ayes: 4 Nays: None  
Motion carried: 4-0

Russ Luthy also received quotes to remove two dangerous trees. Luthy chose K & K Dirtworks to remove the two trees. The trees will be removed by March 31<sup>st</sup> to follow the bat requirements.

**TRAILS**

Russ Luthy met with the engineers for the Next Level Trail last week. Luthy said it will be bid out in late spring to early summer.

**STREET DEPARTMENT**

Nothing to report

**WASTEWATER**

Russ Luthy presented Pay Request #11 from Performance Pipeline in the amount of \$202,569.52 from wastewater capital.

Jason Little made a motion to approve Pay Request #11 for Performance Pipeline in the amount of \$202,569.52. Brian Warran seconded the motion.

Ayes: 4 Nays: None  
Motion carries 4-0

**OSHA**

No lost time injuries

**WATER RUSS LUTHY**

Russ Luthy requested a pay increase for Paul Scherzer. Luthy said that Scherzer is taking on more responsibility, is dependable and always willing to learn and help as needed. Luthy stated that Scherzer would be filling the water department lead position and asked the Council to approve a pay increase to \$23.50 per hour.

**INDUSTRIAL PARK**

**TOWN ATTORNEY KEVIN PATMORE**

Kevin Patmore informed the Council that he has a potential buyer for land owned by the Town. Prior to purchase the buyer has concerns about electrical lines and buyer would like to have a conversation with Centerpoint. Patmore stated he would need Council's approval to give permission to Centerpoint to discuss the electrical lines with the potential purchaser.

Patricia Vaal made a motion to authorize Centerpoint to discuss the power lines with the potential purchaser. Jason Little seconded the motion.

Ayes: 4 Nays: None  
Motion carried: 4-0

There was discussion on whether to have the land appraised again prior to the sell. It was discussed and determined to price the land according to the most recent appraisal.

Patmore presented Ordinance 2025-02 AN ORDINANCE RE-ADOPTING EMPLOYEE POLICY AND PROCEDURE MANUAL OF THE TOWN OF SANTA CLAUS, INDIANA.

After a long discussion and feedback given by Council and Clerk-Treasurer Jane Lindsey the Ordinance moved for approval.

Jason Little made a motion to approve the 1<sup>st</sup> reading of Ordinance 2025-02 AN ORDINANCE RE-ADOPTING EMPLOYEE POLICY AND PROCEDURE MANUAL OF THE TOWN OF SANTA CLAUS, INDIANA. Brian Warran seconded the motion.

Ayes: 4 Nays: None Motion carried 4-0

**CLERK TREASURER JANE LINDSEY**

**February Fund Balances:**

General:	\$6,356,741.94
Water:	\$1,546,643.44
Wastewater:	\$2,287,571.28
TIF:	\$972,482.85

Clerk-Treasurer Jane Lindsey stated she and her staff have been receiving lots of complaints regarding the late penalties applied to utility accounts when the payment has been received in her office after the deadline of the 26<sup>th</sup>. Lindsey stated that there have been several customers who have been angry and treated her staff and herself with verbal abuse. Lindsey presented the IC code stating that she could not waive the penalties without being personally responsible for the fees. Lindsey stated that per the ordinance penalties had to be charged and by waiving the penalty fees she would be intentionally disregarding the requirements and therefore would be held personally responsible. Lindsey stated she always invites those who have complaints to attend the Waterworks board meeting or the Council meeting to present their concerns.

03-10-2025 TOWN COUNCIL MTG  
VOUCHERS

Jason Little made a motion to approve General vouchers in the amount of \$468,065.05 and Patricia Vaal seconded the motion.

Ayes: All Nays: None Motion carried 4-0

Jason Little made a motion to approve Payroll vouchers in the amount of \$98,740.57 and Brian Warran seconded the motion.

Ayes: All Nays: None Motion carried 4-0

Jason Little made a motion to approve Wastewater vouchers in the amount of \$350,632.38 and Brian Warran seconded the motion.

Ayes: All Nays: None Motion carried 4-0

Jason Little made a motion to approve Wastewater vouchers in the amount of \$9,670.00 and Patricia Vaal seconded the motion.

Ayes: All Nays: None Motion carried 4-0

**MISC**

None presented

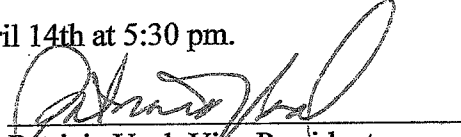
**ADJOURNMENT**


Brian Warran made a motion to adjourn the town council meeting at 8:04 P.M. and Brian Warran seconded the motion.

Ayes: All Nays: None Motion carried 4-0


The next Town Council meeting will be April 14th at 5:30 pm.

  
\_\_\_\_\_  
Kevin Burke, President

  
\_\_\_\_\_  
Patricia Vaal, Vice President

  
\_\_\_\_\_  
Michael Johannes

\_\_\_\_\_  
Jason Little

  
\_\_\_\_\_  
Brian Warran

ATTEST:  
  
\_\_\_\_\_  
Jane Lindsey, Santa Claus Clerk-Treasurer

**SANTA CLAUS VOLUNTEER FIRE DEPARTMENT'S**

**ACTIVITY REPORT**

**February 1 – 28, 2025**

**First Responder (EMR) – 13**

**Fire Alarm - 2**

**Person stuck in an elevator - 1**

**16 - Total Runs**

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**MEDICINE CABINET CLEAN OUT DAY APRIL 26 8AM – 12N AT THE FIRE STATION**

**NEW ENGINE**

**UPSTAIRS CONSTRUCTION UPDATE**

# Santa Claus Park & Recreation Department

## February 2025 Report

### SCCC Memberships, Daily Admittance, Room Rentals

	Senior (62+)	Youth (14-17)	Adult	Daily	Large Room Hour Rental
February	15	13	72	12	8

### Completed Projects

- New Janitor Closet at SCCC

### New/Ongoing Projects

- Maintenance Building Insulation
- Spring Sports
- Janitor/Field Supply Orders
- Yellig Master Plan - steering committee formed, public meeting date set
- DNR/LWCF Grant
- Trail Maintenance
- Basketball court resurfacing

### Items for Town Council/Redevelopment Commission

**SANTA CLAUS INSPECTION REPORT**  
**February 2025**

**TOTAL PERMITS**

5 Improvement Location  
3 Building Permit  
0 911 Addresses  
0 Electrical

**TOTAL INSPECTIONS**

1 Temporary Electric  
0 Footers  
0 Foundations  
1 Basement Walls  
0 Waterproofing  
0 Underground plumbing  
2 Framing  
1 R.I. Electric  
2 R.I. Plumbing  
1 R.I. HVAC  
7 General  
0 Gas  
2 Electric Meter  
0 Post  
2 Final  
2 Certificate of Occupancy

**Reporting:** February 1 – March 1, 2025

**Misc. :**

APC Meeting

B.O.Z.A Public Hearing CLV sign variance

SANTA CLAUS UTILITY REPORT

**PLANT INFORMATION**

Treatment

February	2025	30.45	MG
February	2024	14.84	MG

Precipitation

February	2025	7.11	INCHES
February	2024	2	INCHES

OPEN ACTION ITEMS

Process control testing, plant O&M. Work continues with the AMP project. Inlet distributor for O2 ditch – Installed. Auto Samplers installed and operating.

**COLLECTION SYSTEM**

SSO(s)	0
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OPEN ACTION ITEMS

Routine station and maintenance checks. Sewer main and lateral rehab ongoing. Work on #'s 10, and 5 L.S.'s.

**LATERAL INSPECTIONS**

REVOLVING TOTAL LATERAL INSPECTIONS		0	CIPP (To Date) As of 3.5.2025	
NEW IN: February	#	0	Mainline Prep (ft.)	52,718
<b>COC'S</b>			Mainline Install (ft.)	35,415
COC'S COMPLETED	#	0	Lateral Prep (ea.)	207
REQUIRING REPAIRS	#	0	Lateral Lined (ea.)	197
NO REPAIRS	#	0	<b>Safety</b>	
EXEMPT LATERALS	#	0	As of February 28, 2025, no Lost Time injuries	
<b>YEAR TO DATE</b>			0 field assessment(s) completed	
REQUIRING REPAIRS	#	0	Will need to appoint safety coordinator	
NO REPAIRS	#	0		
EXEMPT	#	0		

**STREETS**

MOWING		No
SIGN- REPLACE/REPAIR/INSTALL	#	No
COMPLAINTS	#	Yes
STREET REPAIRS		YES

OPEN ACTION ITEMS

Assist other depts as needed. Culvert inspections, veh/equip maint and repair, road inspections. Prep for '24/25 Paving. Snow removal and Tree debris clearing.

**WATER AND WORK ORDERS**

WORK ORDERS- TOTAL RECEIVED	#	11
WORK ORDERS- COMPLETED	#	11
WORK ORDERS- PENDING	#	0

OPEN ACTION ITEMS –Water

Piping complete, tie ins and service re-connections complete. Final grading and seeding, April'25. Prelim engineering begun on SC to Mariah Hill main reinforcement. Patoka Pit (Master point of sale to TSC).