

The Santa Claus Town Council & Santa Claus Town Council met in regular session on June 10, 2024 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, Jason Little, Mike Johannes and Brian Warran

**Absent:** Patricia Vaal

**Also, Present:** Clerk-Treasurer; Jane Lindsey, Town Attorney; Kevin Patmore, Park Superintendent; Zach Tischendorf; Utility Superintendent, Russ Luthy, Building Inspector Todd Hays.

**MINUTES**

Mike Johannes made a motion to approve the 05-13-2024 meeting minutes and Brian Warran seconded the motion.

Ayes: 4 Nays: None

Motion carried 4-0

**COMMENTS FROM THE FLOOR-**

No comments from the floor.

**COMMENTS FROM THE PRESIDENT**

Kevin Burke congratulated the new office holders at Christmas Lake Village and said he was looking forward to working with them. Burke also wanted to inform the Council that Centerpoint accepted the letter regarding the streetlights that was mailed to them by certified mail. The letter was signed for 05/31/2024.

**MAY REPORTS FROM DEPARTMENT HEADS**

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

**FIRE DEPARTMENT MAX MEYER**

Nothing to report.

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

Zach Tischendorf updated the Council that the Town was still being considered for the Readi 2.0 funding for the mountain bike trail project. No new information to report.

Tischendorf reported that the park was having sewer pump issues. Tischendorf stated that a larger basin needs to be installed along with back up alarms. Tischendorf said that they may have to close the restrooms during tournaments and use porta potties.

**BUILDING INSPECTOR TODD HAYS**

Todd Hays said it has been a slow month. Hays stated that there are 11 houses currently being built. Hays is also working on sign violations.

**POLICE DEPARTMENT JAMES FAULKENBURG**

—Robert Bone spoke on behalf of the department and stated everything was going well. The department has not had any major issues with Holiday World opening and the traffic is moving through smoothly.

**TRAILS RUSS LUTHY**

Russ Luthy stated that the trails are experiencing lots of activity and Luthy said he is happy to see that they are getting heavy use.

**STREET DEPARTMENT**

Russ Luthy reported he is working on the Community Crossing Grant. The application opens in August.

**WASTEWATER**

Russ Luthy presented Pay Request #4 from Performance Pipeline in the amount of \$97,401.88 and asked the Council to approve payment. Jason Little made the motion to approve Performance Pipeline Pay Request #4 in the amount of \$97,401.88. Mike Johannes seconded the motion.

Ayes: 4 Nays: None  
Motion carried 4-0

—Russ Luthy presented a pay request from Midwest Engineering invoice #202305902-04 in the amount of \$8,031.06. Jason Little made the motion to approve Midwest Engineering invoice #202305902-04 in the amount of \$8,031.06. Brian Warran seconded the motion.

Ayes: 4 Nays: None  
Motion carried 4-0

Russ Luthy informed the board he hired a new part-time Wastewater employee who will be making \$18/hour. The new employee began work on 06/06/2024. Luthy stated that he would like to see this position become a full-time position.

**OSHA**

No lost time injuries

**WATER RUSS LUTHY**

Luthy presented Pay Request #3 from Copper Ridge in the amount of \$14,946.46 to be paid from the EDA fund. Mike Johannes made the motion to pay Copper Ridge Pay Request #3 in the amount of \$14,946.46 to be paid from the EDA fund. Jason Little seconded the motion.

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

Luthy presented Invoice # 202108901-06 from Midwestern Engineering in the amount of \$2,755.00 to be paid out of Water Capital. Jason Little made the motion to pay Midwestern Engineering's invoice # 202108901-06 in the amount of \$2,755.00. Mike Johannes seconded the motion.

Ayes: 4 Nays: None  
Motion carried 4-0

## **INDUSTRIAL PARK**

Nothing to report.

## **TOWN ATTORNEY KEVIN PATMORE**

Kevin Patmore presented Ordinance 2024-03 AN ORDINANCE ADDING SECTION 10.04.112 AND 10.16.111(4)(F) AND (G) TO THE MUNICIPAL CODE OF THE TOWN OF SANTA CLAUS, INDIANA. Patmore stated that this is the first reading, and a public hearing will be held next month.

Brian Warran expressed concern about homeowners being responsible for damage to the meters when the meters are required by the Town. Warran agreed to the exception when there is destruction on the homeowner's part. Warran stated that his opinion is that the Town should be responsible for their equipment if it fails even due to homeowners' negligence.

Luthy stated that currently the Town does accept responsibility for the equipment when it fails due to age or malfunction just not if it fails due to action on the homeowner's part.

Patmore added that the Water Board has requested to add \$100 labor in addition to the replacement costs.

Patmore stated that the 1<sup>st</sup> reading of this ordinance includes the fees for disconnect and reconnect.

Warran is concerned in regard to who decides if the meter fails due to age and parts wearing out or whether it is the homeowner's failure to protect. Luthy responded that he currently makes that call after an inspection of the meter.

Luthy stated that they replace about 6 meters a year.

Patmore stated that he will have to amend the ordinance to include easements prior to the next reading and adoption.

Mike Johannes made the motion for the first reading of Ordinance 2024-03 AN ORDINANCE ADDING SECTION 10.04.112 AND 10.16.111(4)(F) AND (G) TO THE MUNICIPAL CODE OF THE TOWN OF SANTA CLAUS, INDIANA. Jason Little seconded the motion. After the discussion the vote was taken:

Ayes: 3 Nays: 1  
Motion carried 3-0

## **CLERK TREASURER JANE LINDSEY**

Jane Lindsey presented the first reading of Ordinance 2024-04 AN AMENDED ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF SANTA CLAUS, INDIANA, WAGES AND SALARIES FOR 2024. Lindsey stated the amended ordinance was at the request of the Council to add an additional utility supervisor position that was approved at the May Town Council meeting. The new position would be called Supervisor #1 and the rate of pay would be up to \$35/hour. This amended ordinance would reflect this change.

Jason Little made the motion to accept the first reading of Ordinance 2024-04 AN AMENDED ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF SANTA CLAUS, INDIANA, WAGES AND SALARIES FOR 2024. Brian Warran seconded the motion.

Ayes: 4 Nays: None

— Motion carried 4-0

Russ Luthy requested the Council suspend the rules and have a 2<sup>nd</sup> reading and vote to approve immediately. Patmore reviewed the law and stated that the Council could proceed if there is a unanimous vote to suspend the rules.

Jason Little made the motion to suspend the rules and hear a second reading of Ordinance 2024-04 AN AMENDED ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF SANTA CLAUS, INDIANA, WAGES AND SALARIES. Brian Warran seconded the motion.

Ayes: 4 Nays: None

Motion carried 4-0

A second reading was presented by the Clerk-Treasurer Jane Lindsey.

Jason Little made the motion to approve the second reading of Ordinance 2024-04 AN AMENDED ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF SANTA CLAUS, INDIANA, WAGES AND SALARIES and adopt. Brian Warran seconded the motion.

Ayes: 4 Nays: None

Motion carried 4-0

— Jane Lindsey presented the Council with a list of needed repairs and maintenance for the Town Hall building. Lindsey went through the list item by item for public knowledge. Lindsey requested the Council to approve the list a presented and allow this maintenance to be paid for out of the CCB fund. Lindsey presented the Council with a fund report that showed the current balance of \$362,767.56 and the \$75,000 that was appropriated for the current year has not been spent. Lindsey requested permission to spend up to \$25,000 for Town Hall maintenance/repairs. Mike Johannes made the motion to authorize the Clerk-Treasurer to make needed repair/maintenance from the CCB fund not to exceed \$25,000. Brian Warran seconded the motion.

Ayes: 4 Nays: None

Motion carried 4-0

Lindsey asked the Council if she would need to present quotes to the Council on each project prior to having the maintenance completed. Lindsey stated that each project should be under the \$5,000 threshold department heads are allowed to spend without prior approval. The Council was unanimous in stating that the Clerk-Treasurer can have the work completed without submitting quotes in advance if the total project amount does not exceed \$25,000.

Lindsey stated that the Council needs to set a date for budget hearings with the department heads. The Council chose July 22<sup>nd</sup> at 5:00 pm. Lindsey will assign the department heads a time slot.

May Fund Balances:

— General-\$5,555,324.31

Water-\$1,169,228.52

TIF-\$792,952.20

**VOUCHERS**

Jason Little made a motion to approve General vouchers in the amount of \$62,040.00 and Mike Johannes seconded the motion.

Ayes: All Nays: None Motion carried 4-0

Mike Johannes made a motion to approve Payroll vouchers in the amount of \$91,492.13 and Jason Little seconded the motion.

Ayes: All Nays: None Motion carried 4-0

Jason Little made a motion to approve Wastewater vouchers in the amount of \$411,039.26 and Brian Warran seconded the motion.

Ayes: All Nays: None Motion carried 4-0

**MISC**

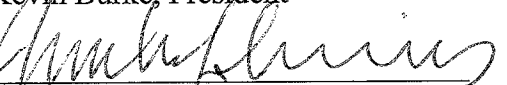
**ADJOURNMENT**


Jason Little made a motion to adjourn the town council meeting at 6:43 P.M. and Mike Johannes seconded the motion.

Ayes: All Nays: None Motion carried 4-0

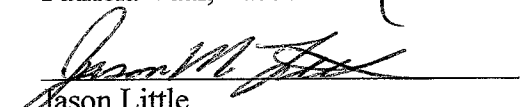
The next Town Council meeting will be July 8th at 5:30 pm.


  
Kevin Burke, President

  
Mike Johannes

  
Brian Warran

  
Patricia Vaal, Vice President

  
Jason Little

ATTEST  
  
Jane Lindsey, Santa Claus Clerk-Treasurer

**ORDINANCE 2024-04****AN AMENDED ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF SANTA CLAUS, INDIANA, WAGES AND SALARIES FOR 2024**

BE IT ORDAINED by the Town Council of the Town of Santa Claus, Indiana that the following shall be the salaries or wages of the respective elected officials and employees of the Town of Santa Claus, Indiana for the Calendar year 2024, and/or until otherwise adopted or modified by ordinance. Ordinance 2024-04 will amend the 2024 salary Ordinance 2023-14

<b>Position/Title</b>	<b>Rate or Range of Pay</b>
**Utilities & Street Superintendent meetings included bi-weekly	\$3,318.20
*Clerk-Treasurer meetings included bi-weekly	\$2,321.40
Town Marshall meetings included bi-weekly	\$2,203.19
****Park Superintendent meeting included bi-weekly	\$ 2,191.25
*Town Council President monthly	\$468.00
*Town Council Members monthly	\$415.00
Waterworks Board President monthly	\$119.00
Waterworks Board Members monthly	\$90.15
Park Board Members monthly	\$90.15
Supervisor #1 hourly up to	\$30.00
Supervisor #2 hourly up to	\$35.00
Lead Person hourly up to	\$27.00
Licensed Technician hourly up to	\$25.00
Full-Time Deputy Marshal hourly up to	\$23.00
Technician hourly up to	\$22.00
*Deputy Clerk hourly up to	\$21.00
**Lead Utility Clerk up to	\$20.00
** Administration Assistant hourly up to	\$18.00
***Utility Clerk hourly up to	\$18.00
Part-Time Deputy Marshal hourly up to	\$17.00
***PT Utility Clerk up to	\$16.00
Community Center Clean-Up per incident	\$100.00
Part-time Employees hourly	\$7.75-20.00
Overtime hourly rate	1.5

\*Salary is paid 1/3 from General, Wastewater, & Water

\*\*Salary is paid 1/2 from Wastewater & Water

\*\*\*Salary is paid 20% General, 40% Water & 40% Wastewater

\*\*\*\*Salary is paid 70% Park & 30% SCCC

All hourly pay rates are listed at a maximum rate for such titles listed above, with the minimum wage to be not less than minimum wage under Indiana Law.

Utility personnel stand-by time may be paid at a rate not to exceed \$ 15.00 per day or \$ 105.00 per week.

Employees called in to work or working an actual (not observed) holiday shall receive two (2) times their regular pay for all hours worked.

All full-time employees will receive the following paid Holidays: New Year's Day, Presidents Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Eve, Christmas Day and New Year's Eve. If a holiday falls a Saturday, it will be observed on the preceding Friday and if a holiday falls on a Sunday, it will be observed on the following Monday.

All salary and hourly employees will be paid bi-weekly. Town Council members shall be paid monthly. Waterworks and Park Board Members shall be paid on the last payroll of the month following their meeting and shall be entitled to the monthly pay provided in the ordinance only for the months in which the member attends the regular monthly meeting of such board.

Department Supervisors/Police Chief/Clerk-Treasurer shall be required to attend regular and special meetings as part of their compensation. Hourly employees shall receive the greater of \$45.00 per regular, special, or executive meeting, or one and one half (1 1/2) times such employee's regular hourly pay for time served at such meeting, when required to attend by such employee's supervisor, except for disciplinary meetings concerning the employee. Police Officers, who are required to attend regular, special, or executive meetings, shall be compensated if the officer is not on duty, except for disciplinary meetings concerning the employee.

Waterworks Board and Park Board members shall receive \$25.00 per additional special meeting above and beyond the regular monthly meeting, not to exceed \$ 200.00 per member per year only for the months in which the member attends the special meeting of such board.

The Parks Superintendent shall be paid a commission equal to ten percent (10%) of the rent and/or fees paid to the Town for all new activities or uses of the Santa Claus Community Center or Yellig Park which are established during the Superintendent's employment with the Town, except gym memberships and concession sales. Such commission shall be paid quarterly for events occurring and being paid during the preceding quarter, and shall cease upon the termination of the Superintendent's employment with the Town.

Employees required by the Town Council to carry a cell phone for Town business, shall be paid \$ 45.00 per month. The employee must set up the voice mail and keep the cell phone on while on duty/off duty and/or on call.

A \$.25-\$1.00 per hour raise may be given to personnel upon receiving specialized certification directly related to their job assignments, as authorized by the Town Council.

Employees required by the Town Council to be Certified OSHA Coordinator (s) shall receive a \$.75 per hour increase on the employee's base pay as long as the certification is current.

A \$.25-\$1.00 per hour raise may be given to new personnel at two and or six-month introductory periods if the budget permits and supervisors' approval.

All full-time employees and the Clerk-Treasurer may be eligible to receive a contribution to the Town's Section 125 plan in the amount of \$200.00 per month, as authorized by the Town Council. All full-time employees and the Clerk-Treasurer shall receive dental, health, vision, and

life insurance coverage, with the Town paying all but 17.5% of the health insurance portion of the monthly insurance premium.

All full-time employees and the Clerk-Treasurer are eligible for deferred compensation. The Town will match retirement contributions made by the employee into the deferred compensation program (457-B Plan), which shall not exceed 5% of each plan participant's gross pay.

Year-end Holiday Merit pay may be awarded by the Town Council at the rate of \$ 19.80 per month for full- time employees and the Clerk-Treasurer as an employee benefit.

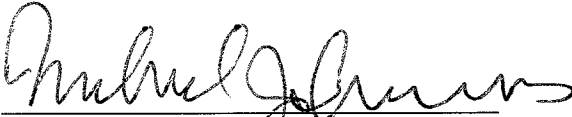
Year-end Safety Merit pay may be awarded by the Town Council at the rate of \$ 11.00 per month for full-time employees and the Clerk-Treasurer as an employee benefit.

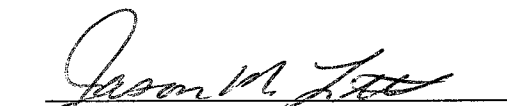
**PASSED AND ADOPTED** on this 10th day of June 2024 by the Santa Claus Town Council Santa Claus, Indiana.

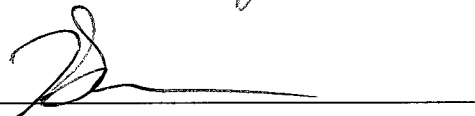
SANTA CLAUS TOWN COUNCIL


  
Kevin Burke, President

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Patricia Vaal, Vice President

  
Michael Johannes, Member

  
Jason Little, Member

  
Brian Warran, Member

Attest:   
Jane Lindsey, Clerk-Treasurer Town of Santa Claus



**SANTA CLAUS VOLUNTEER FIRE DEPARTMENT'S**

**ACTIVITY REPORT**

**May 1 - 31, 2024**

**First Responder (EMR) – 16**

**Disregard Signal 9 – 2**

**Investigate Strong Odor – 1**

**Escort for High School Sports -1**

**Fire Alarm Disregard – 1**

**21- Total Runs**

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**BBQ SATURDAY JUNE 29<sup>H</sup> SERVING STARTS AT 11AM**

# *Town of Santa Claus*

TOWN COUNCIL AND  
OFFICE OF THE CLERK-TREASURER



90 N. HOLIDAY BLVD.  
P.O. BOX 92  
SANTA CLAUS, INDIANA 47579  
(812) 937-2551  
FAX (812) 937-2630

## **Santa Claus Police Department Activity for May ,2024**

**Off Duty Call Out's – 9**  
**Citations for Town of Santa Claus - 9**

**Warnings for Town of Santa Claus – 29**

**Crash reports for the Month - 6**

**Vehicle Inspections - 6**

**Domestic Disturbances- 2**

**Assist another Depts.- 17 See Attached**

**Medical Emergencies- 2**

**Disturbances - 52**

**Theft Reports - 2**

**Verbal Warnings - 4**

**Case reports/ Investigations- 6 / 52**

**Warrant Service- 1**

**Gun Permits- 1**

**Arrests- 2**

**Assist Motorist- 7**

# **Christmas Lake Village Activity For May 2024**

**Chestnut by The Fire - DCS  
Melchior Dr – Vin Check  
Melchior Dr – Invasion of Privacy  
Ornament – Vin Check  
Tinsel Circle – Vin Check  
CLV Gate – Vehicle Complaint  
Blitzen – Vin Check**

County – Suicidal Person  
County – Suicidal Person  
County – Suspicious Person  
County – Crash PI  
Dale - Missing Juvenile

SANTA CLAUS UTILITY REPORT

**PLANT INFORMATION**

Treatment

May	2024	25.1	MG
May	2023	17.5	MG

Precipitation

May	2024	7.62	INCHES
May	2023	3.38	INCHES

**OPEN ACTION ITEMS**

Process control testing, plant O&M. Work continues on the AMP project. Inlet distributor for O2 ditch received- Install being scheduled. Digested sludge hauling complete. Digester air diffusers removed and cleaned by town forces. DMR QA/QC samples received.

**COLLECTION SYSTEM**

SSO(s)	0
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**OPEN ACTION ITEMS**

Routine station and maintenance checks. Sewer main and lateral rehab ongoing. Repair gravity main at LS 5. Work on #19, #13, #5 L.S.'s

**LATERAL INSPECTIONS**

REVOLVING TOTAL LATERAL INSPECTIONS		17		CIPP (To Date)
NEW IN: May 24	#	5	Mainline Prep (ft.)	22,852
<b>COC'S</b>			Mainline Install (ft.)	5649
COC'S COMPLETED	#	2	Lateral Prep (ea.)	51
REQUIRING REPAIRS	#	4	Lateral Line (ea.)	0
NO REPAIRS	#	1	<b>Safety</b>	
EXEMPT LATERALS	#	0	As of June 21, 2024, no Lost Time injuries	
<b>YEAR TO DATE</b>			<b>3 field Assessments conducted:</b>	
REQUIRING REPAIRS	#	6	Water leak, ADA ramp repair, and tree trimming	
NO REPAIRS	#	8		
EXEMPT	#	3		

**STREETS**

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

**OPEN ACTION ITEMS**

Assist other depts as needed. Culvert inspections, veh/equip maint and repair, road inspections. Ditching along: Prep for '24/25 Paving. Complaint regarding culvert under Brown Road and Walnut Dr. investigated, will require culvert repair and ditching.

**WATER AND WORK ORDERS**

WORK ORDERS- TOTAL RECEIVED	#	39
WORK ORDERS- COMPLETED	#	39
WORK ORDERS- PENDING	#	0

**OPEN ACTION ITEMS –Water**

EDA water line project halted due to SWWPP deficiencies. 400K gal El. tank interior/exterior cleaned/inspected. 700K gal el. tank spring punch-list items, paint touch-up and ground restoration still needed.