

## **September 18, 2025, Public Hearing and Town Council Meeting 6:30pm**

- **Roger Hammer initiates the pledge of allegiance.**
- **The roll call is conducted by Clerk-Treasurer Bart Whitesitt took roll call with the Town Council members that are present: Roger Hammer, Bruce Brown, Kevin Richey, Jeffrey Van Hoy, and Desiree Payton were all present. Meghan Haynes from The Courier-Times was absent.**

The September meeting covered budget estimates for 2026, including \$1,026,783 for the general fund, \$20,000 for the LRS fund, and \$180,965 for the MVH fund. The cemetery fund had \$112,863, and the CCI fund had \$0. The ARPA fund had \$69,895 left. The police department requested \$6,858.48 for new firearms. The council approved a \$4,000 bid for tree trimming and a \$15,000 special event permit. The cemetery superintendent position was promoted to Elvis Morrow. The council also discussed vacating a property and updating the golf cart ordinance to ensure safety and registration compliance. The meeting discussed the dismantling of the Ordinance Violations Bureau and the potential for recreating it. Speeding fines were divided among the state, county, and town, with \$50 sent for side street speeding tickets. Concerns about golf cart safety led to proposals for registration and inspection processes. The town engineer's invoices totaled nearly \$26,000, with detailed breakdowns needed. The town website needs updates, including replacing the homepage image. Michaela, a new employee, will assist with grants and organizational tasks. The payroll docket totaled \$476,921.19, with significant expenses for federal taxes and sewer projects.

### **Action Items**

- @Roxanna Bova - Coordinate with employees to get headshots for the town website.
- @Roxanna Bova - Follow up with IMPA to get a detailed breakdown of the \$45,000 invoice for the Stone Run project.
- Work with Jesse to get specifications for a contest to replace the homepage image on the town website, with a \$50 prize.
- Reach out to Revise to ensure the old town website domain is turned off.
- Provide a breakdown of the invoices from Gonzalez & Associates and request a meeting to discuss.
- Approve the September 2025 council docket in the amount of \$476,921.19.

- [ ] Approve the Knightstown Merchants' request to use the town square on October 25th.

### **Budget and Revenue Estimates/ Public Hearing and Meeting Proceedings**

- **Jeffrey Van Hoy makes the motion to suspend the Regular Town Council meeting to open the Public Hearing meeting, which is seconded by Kevin Richey. Motion carries 5-0.**
- Bart Whitesitt explains the different forms of revenue estimates, including Form 1 for budget estimates and Form 4B for detailed line items.
- **The proposal for 2026 includes \$1,026,783 for the general fund, \$20,000 for the LRS fund, and \$180,965 for the MVH fund.**
- **The Park fund has \$120,000.00, The cemetery fund has \$112,863, and the CCI fund has \$0, with a potential need for additional appropriations next year.**
- **The ARPA fund has \$69,895 left to spend, and the local law enforcement fund is set at \$15,000 for next year.**
- Roger Hammer opens the floor for public comment, but no one is prepared to speak.
- **Jeffrey Van Hoy makes the motion close the public hearing and reconvene the regular Town Council, which is seconded by Bruce Brown. Motion carries 5-0.**

### **Approval of Minutes and Public Comments**

- **Jeffrey Van Hoy makes a motion to approve the minutes from the August 21, 2025, meeting, which is seconded by Desiree Payton. Motion carries 5-0.**
- Roger Hammer introduces Mark Leefer from the Merchants of Knightstown Incorporated, who requests approval for a special event permit for a festival on October 25. **Bruce Brown makes the motion to approve closing the square 10/25/2025, which is seconded by Desiree Payton. Motion carries 5-0. Mark Leffer was asked if they had taken this to the Chamber of Commerce, he advised they had. The time for the event will be 5pm-10pm, so the square will be closed from 3pm-10pm. The porta-pots will be delivered on 10/24/2025 and will be picked up on 10/27/2025.**

### **Police Department Report**

- Landon Dean provides a detailed report on police activities, including 209 calls for service, 178 security checks, and 200 traffic stops.

- The department issued 49 tickets and 21 warnings, with a focus on documenting written warnings for better tracking.
- The police department has seen an increase in drug-related arrests, including possession of marijuana, methamphetamine, and stolen property.
- The department is considering purchasing new firearms, specifically Shadow Systems 9, which are cheaper and more efficient than Glocks. **Jeffrey Van Hoy makes the motion to purchase 6 Shadow System Handguns for \$6,858.48, which is seconded by Bruce Brown. Motion carries 5-0.**

### **Cemetery and Infrastructure Projects**

- Randy Anderson asked Kevin Richey if he would need cones or barricades for the weekend event. Kevin advised that they need some.
- Randy talked about paving project that will include Morgan St from 109 to Adams St, N. Jefferson St. from Morgan St to Brown St and Lake Dr by the little league park from 775 to just in front of the lift station. **Jeffrey Van Hoy makes a motion to approve paving, pending legal review for \$147,612.00, which is seconded by Bruce Brown. Motion carries 5-0.**
- Randy Anderson discusses various cemetery projects, including drainage issues and tree trimming.
- Three proposals for drainage work are presented, with Jacob Dobbins offering the most cost-effective solution. **Bruce Brown makes a motion to approve JDE bid for trenching for \$5650.00, which is seconded by Desiree Payton. Motion carries 5-0.**
- **Bruce Brown makes a motion to accept bid to cut 10 trees in the cemetery from Conner Smith for \$4,000.00, which is seconded by Desiree Payton. Motion carries 5-0.**
- Randy Anderson recommends promoting Elvis Morrow to cemetery superintendent, highlighting his good work and the need for a long-term, dedicated employee. **Bruce Brown makes the motion to approve the promotion of Elvis Morrow, which is seconded by Jeffrey Van Hoy. Motion carries 5-0.**

### **Ordinance Vacating Property**

- The council discusses and approves Ordinance 082125 to vacate a portion of property within the town of Knightstown between 18 and 24 E Brown. **Desiree**

**Payton makes the motion to approve Ordinance 082125 to vacate the property on second reading, which is seconded by Jeffrey Van Hoy. Motion carries 4-1.**

- Bruce Brown raises concerns about the town's ability to maintain the property and its impact on road and maintenance funding.
- The council decides to proceed with the ordinance, noting the need for further investigation into the property's maintenance responsibilities.

### **Medical Trust Costs**

- Bart Whitesitt presents the 2026 medical trust costs, noting a slight decrease in rates for both PPO and HSA plans.
- The council approves the new rates, with a reminder of the open enrollment period from October 15 to November 14. **Desiree Payton makes a motion to approve the AIM medical Trust, which is seconded by Bruce Brown. Motion carries 5-0.**
- Bart Whitesitt emphasizes the importance of timely communication to ensure employees can make any necessary changes to their plans.

### **Golf Cart Ordinance, Ordinance Violations Bureau and Speeding Tickets, Golf Cart Safety and Regulation, Registration and Inspection Process**

- The council discusses the golf cart ordinance, including requirements for registration, driver licensing, and passenger safety.
- Kevin Richey expresses concerns about the safety of children and passengers in golf carts, suggesting additional safety measures.
- The council considers updating the ordinance to include specific requirements for child safety seats and other passenger protections.
- Kevin Richey raises questions about the enforcement and cost of registering golf carts, seeking guidance on how to handle these issues.
- Bart Whitesitt discusses the dismantling of the Ordinance Violations Bureau and the potential for recreating it to handle ordinance violations.
- Roger Hammer explains the process of handling speeding violations and the division of fines among the state and the town.
- Roger Hammer expresses concerns about over-regulation and the importance of parental responsibility in golf cart safety.

- Kevin Richey emphasizes the need for golf cart safety regulations to protect children and older individuals.
- Roger Hammer suggests that golf carts should be inspected for safety before being allowed on public roads.
- Landon Dean proposes starting the registration process for golf carts on November 1 and enforcing it with stickers.
- Kevin Richey agrees with the registration process but prioritizes children's safety.
- Roger Hammer suggests that police officers should sign off on inspections to ensure compliance.
- Kevin Richey mentions the importance of having a sticker system to easily identify registered golf carts.

#### **Cemetery Position and Town Engineer**

- Roger Hammer mentions the cemetery position which was already approved and the need for a town engineer.
- Roger Hammer discusses the request for qualifications (RFP) sent out to potential town engineers.
- Roxanna Bova provides updates on invoices from the current town engineer, Gonzalez, and the need for a detailed breakdown of services provided.
- Roger Hammer suggests requesting more information from Gonzalez to understand the services and costs involved.

#### **Town Website and IT Services**

- Roger Hammer discusses the town website and the need for updates, including the removal of old content.
- Roxanna Bova mentions the availability of meeting minutes online and the need for a clear policy on posting unapproved minutes.
- Roger Hammer suggests replacing the current homepage picture with a more representative image of Knightstown.
- Roxanna Bova proposes a contest for the best picture of Knightstown to be used on the website.

#### **New Employee Introduction, Grant Writing and Future Plans**

- Roxanna Bova introduces Michaela Bova, the new **Utility Works manager and police assistant**, who has experience in organizational management and grant writing.
- Michaela has been training with Katie and has been researching potential grants for the police department.
- Roxanna Bova discusses Michaela's grant writing experience and her potential to assist with grants for the police department.
- Michaela has been researching potential grants to update the police department's facilities and improve training rooms.
- Roxanna Bova mentions Michaela's previous experience with the Indiana FFA Foundation and her grant writing skills.
- Michaela's role includes assisting with grants, organizing, and providing support to the police department.
- **Jeffrey Van Hoy makes a motion for the Halloween hours to be Friday 10/31/2025 with the hours of 5:00pm-8:00pm, which is seconded by Bruce Brown. Motion carries 5-0.**

#### **Final Approvals and Closing Remarks**

- Bart Whitesitt provides a detailed breakdown of the payroll docket, including federal taxes and other expenses.
- Roger Hammer moves to approve the payroll docket and the Council docket. **Jeffrey Van Hoy makes a motion to approve the Payroll docket of \$289,829.61, which is seconded by Bruce Brown. Motion carries 5-0. Jeffrey Van Hoy makes a motion to approve the council docket of \$476,921.19, which is seconded by Desiree Payton. Motion carries 5-0.**
- Roxanna Bova mentions the need to clarify who is responsible for paying certain bills, such as those from IMPA for the Stone Run project.
- Roger Hammer suggests contacting IMPA for a detailed breakdown of the costs involved in the Stone Run project.
- Roxanna Bova confirms that the dumpsters and trash bins are being picked up promptly, improving the town's waste management.

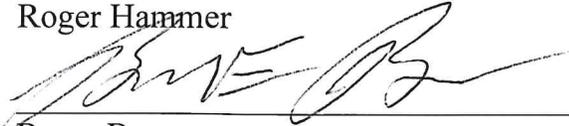
**Meeting adjourned at 8:48PM**

September 18, 2025 Public Hearing and Regular Town Council Meeting Minutes  
**TOWN OF KNIGHTSTOWN, INDIANA, BY ITS TOWN COUNCIL**

Voting Affirmative:

Voting Opposed:

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Roger Hammer



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Roger Hammer

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Bruce Brown



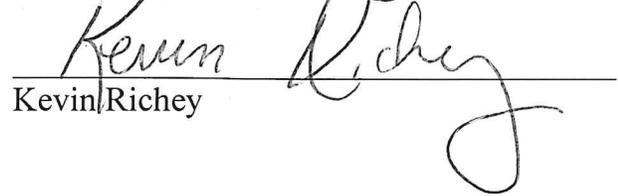
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Bruce Brown

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Jeffrey Van Hoy



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Jeffrey Van Hoy

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Desiree Payton



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Desiree Payton

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Kevin Richey



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Kevin Richey

ATTEST:



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Bart Whitesitt, Clerk-Treasurer