

**Town of Lynnville
Lynnville Town Council
January 31, 2025, Agenda**

CALL TO ORDER

MOMENT OF SILENCE

PLEDGE OF ALLEGEANCE

ROLL CALL

APPROVAL OF MINUTES: January 7, 2025 – Tabled from 1/21/2025 meeting

APPROVAL OF CURRENT BILLS: January 22, 2025 – January 31, 2025

ADJUSTMENT

\$570.32 – 414 Deer Ln – Leak – **REPAIRED** (Receipts included)

NEW BUSINESS:

1. Community Crossing Grant Application Matching Funds
2. Lynnville Wayfinding Signage
3. Approval of Contractor’s Application #3
4. Approval of Wastewater Preliminary Engineering Report (PER) and Asset Management Plan (AMP) Contract

Brian Cook, Town Manager

Work Report Submitted

P.O. Report Submitted

Work Order Report Submitted

Mike Mitchell, Town Marshal

Work Report Submitted

Michael May, Fire Department

J. William Bruner, Attorney

Lauri Stockus, Clerk-Treasurer

Upcoming:

- | | |
|---------------------------------------|-------------|
| 1. Town Hall Closed – Presidents' Day | February 17 |
|---------------------------------------|-------------|

Training Schedule:

- | | |
|---|-------------|
| 1. Importance of Creative Development - Council | February 13 |
| 2. Enhancing Municipal Payments - Council | February 25 |
| 3. Local Agency Transportation Workforce - Council | March 13 |
| 4. Cyber Fraud - Council | March 27 |
| 5. Alliance Spring Conference - Town Manager | March 11-13 |
| 6. ILMCT Institute & Academy – Clerk-Treasurer | March 16-21 |

Rachel Titzer, Town Council Member/ Park Authority

Doris Horn, Town Council Member/ Park Authority

David Goldenberg, Town Council President/ Park Authority

****ADDRESS THE FLOOR****

NEXT MEETING: February 4, 2025, 6:00pm Lynnville Town Hall

ADJOURNMENT

ANY AND ALL BUSINESS TO PROPERLY COME BEFORE THE LYNNVILLE TOWN COUNCIL

Persons with disabilities or non-English speaking persons who wish to attend a public meeting or hearing and need assistance should contact Lauri Stockus or Brooklin Robbins, at Town Hall, 207 Main St., Lynnville, IN 47619 or 812-922-5111 not later than one (1) week prior to any meeting or hearing. Every effort will be made to provide reasonable accommodation for any such person(s).

**Town of Lynnville
Town Council Meeting
January 31, 2025, Meeting Roll Call**

Brian Cook, Town Manager	Present ___ Absent <u>X</u>
Katie Hofmann, Park Superintendent	Present ___ Absent <u>X</u>
Mike Mitchell, Town Marshal	Present ___ Absent <u>X</u>
Michael May, Fire Department	Present ___ Absent <u>X</u>
J. William Bruner, Attorney	Present ___ Absent <u>X</u>
Lauri Stockus, Clerk-Treasurer	Present <u>X</u> Absent ___
David Goldenberg, Town Council Member/Park Authority	Present <u>X</u> Absent ___
Doris Horn, Town Council Member/Park Authority	Present <u>X</u> Absent ___
Rachel Titzer, Town Council President/Park Authority	Present <u>X</u> Absent ___

Public Hearing Called to Order	<u> </u> pm
Public Hearing Adjournment	<u> </u> pm
Time Meeting Called to Order	<u>10:15</u> pm
Time Meeting Adjournment	<u>10:40</u> pm

NOTICE OF A PUBLIC MEETING

TOWN OF LYNNVILLE Special Meeting

Notice is hereby given that the

Town of Lynnville

Town Council

will hold a working meeting

on general operation.

Friday,

January 31, 2025

at

10:00am (local time)

at its regular meeting place at

Lynnville Town Hall

207 Main Street

Lynnville, Indiana 47619.

**Town of Lynnville
Town Council
Special Meeting
January 31, 2025**

Present: Lauri Stockus, David Goldenberg, Doris Horn, Rachel Titzer

Absent: Brian Cook, Katie Hofmann, Mike Mitchell, Michael May, J. William Bruner

Call Meeting to Order at 10:15am

Moment of Silence

Pledge of Allegiance

Roll Call

ADJUSTMENT

\$570.32 – 414 Deer Ln – Leak – REPAIRED (Receipts included)

Doris makes a motion to approve the wastewater adjustment as presented. Rachel seconds the motion.

Rachel in favor. Doris in favor. David in favor. Motion carries

Approval of Minutes

Doris makes a motion to approve January 7, 2025, minutes as presented. Rachel seconds the motion.

David in favor. Doris in favor. Rachel in favor. Motion carries.

Approval of Current Bills

Doris makes the motion to approve the January 22, 2025 – January 31, 2025, bills as presented. Rachel seconds the motion. David in favor. Doris in favor. Rachel in favor. Motion carries.

New Business:

Community Crossing Grant Application Matching Funds

Application is due today, and estimates have been received from Metzger Construction for all the roads in town. The total estimate for all the roads is \$1,217,350.40. With the CCMG Grant the town can receive a 75% matching grant from the state with the town responsibility to pay 25% if approved. The maximum amount allowed to apply for is 1.5 million for each town/city. After reviewing the roads, council has selected of repair the estimate for the roads to apply for grant will be around \$800,000. The town's responsibility to pay would be 25% of the \$800,000. The town's portion will be paid out of the Motor Vehicle and Highway (MVH) and Local Road and Street (LRS) with a total of \$124,187.48 and Public Improvement Fund with a total of \$274,332.63. Lauri asks about some purchases for the annex that are also supposed to be made from the Public Improvement Fund to keep mindful of the spending of Public Improvement Fund. The list of roads council has selected include: the entire length of 1st St, the entire length of 3rd St, the entire length of 4th St, Cherry St, Church St, Fawn Ln, Deer Ln, Terry Ln, Vine St, Elm St, Oak St, N Oak St, Oak Ln, Maple St, Peach St from 2nd St to End Point, Old Dam Rd, and Deerlane Ct.

David makes a motion to approve up to \$800,000 of work for road improvements to submit for the CCMG Grant. Doris seconds the motion. Rachel in favor. Doris in favor. David in favor. Motion carries

Doris makes a motion to approve up to \$200,000 match for the town's responsibility of the CCMG Grant if approved. Rachel seconds the motion. Rachel in favor. Doris in favor. David in favor. Motion carries

Lynnville Wayfinding Signage

2 proofs of the sign were provided to each council member to decide which one they would like to move forward with. The sign is for Tecumseh Trail from the Access Indiana Grant Ali Oliver is applying for. The grant is a 50/50 match. The estimate from Custom Sign should be sent today to be submitted with the grant. The council needs to decide today which proof for the sign to also be sent with the grant application. Council decided on proof #1 (supporting documents provided)

Rachel has been in contact with INDOT to have the Welcome to Lynnville signs replaced. She is working to get approval before the permitting process may be started. Once the approval and permitting is complete Ali Oliver can start on a grant to replace the signs.

Approval of Contractor's Application #3

Removed.

Approval of Wastewater Preliminary Engineering Report (PER) and Asset Management Plan (AMP) Contract

Doris makes a motion to approve Wastewater PER and AMP as presented. David seconds the motion. Rachel in favor. Doris in favor. David in favor. Motion carries

Brian Cook, Town Manager – Not Present

Work Report Submitted

P.O. Report Submitted

Work Order Report Submitted

Mike Mitchel, Town Marshal – Not Present

Work Report Submitted

Michael May, Fire Department – Not Present

Work Report Submitted

J. William Bruner, Attorney – Not Present

Lauri Stockus, Clerk-Treasurer

Upcoming:

- 1. Town Hall Closed – President's Day February 17

Training Schedule:

- 1. Importance of Creative Development – Council February 13
- 2. Enhancing Municipal Payments – Council February 25
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- 6. ILMCT Institute & Academy – Clerk-Treasurer March 16-21

Doris Horn, Town Council Member/ Park Authority

Nothing to Add

David Goldenberg, Town Council Member/ Park Authority

Nothing to Add

Rachel Titzer, Town Council President/ Park Authority

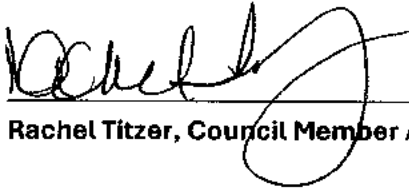
Will not attend the next council meeting due to vacation.

Address the Floor:

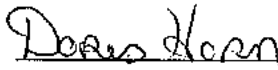
Next Meeting will be February 4, 2025, 6:00pm @ Lynnville Town Hall

Doris makes the motion to adjourn the Town Council meeting. Rachel seconds the motion. Rachel in favor. Doris in favor. David in favor. The meeting is adjourned at 10:40am.

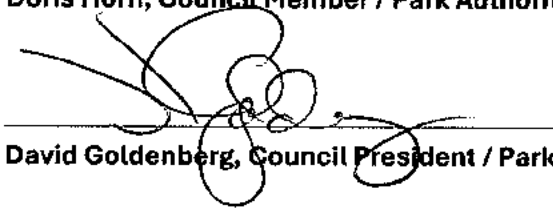
Lynnville Town Council:



Rachel Titzer, Council Member / Park Authority

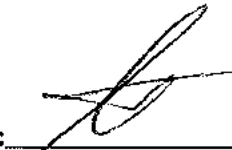


Doris Horn, Council Member / Park Authority



David Goldenberg, Council President / Park Authority

Attest:



Lauri Stockus, Clerk-Treasurer

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January 31, 2025

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ACCOUNTS PAYABLE VOUCHER REGISTER SUMMARY

TOWN OF LYNNVILLE

GOVERNMENTAL UNIT

AGENCY

APV Register Batch - January 31, 2025 Town Council Meeting

Page 1 of 1 Pages

Installed by the TOWN OF LYNNVILLE-2018

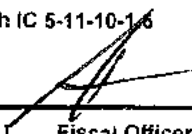
General Form No. 364 (1997) APVREGISTER_SUM.FRX

NOTES:(1) Use both sides of the form if needed. Signatures of governing board should appear only on the final page of each meeting in which accounts payable vouchers are allowed.
(2) The Memorandum is for entering action on accounts payable vouchers if disallowed in whole or in part, if continue to a later meeting of governing board, or for other pertinent information.

Check Date	Vendor	Name of Claimant	Office Department	Amount of Voucher	Amount Allowed	Warrant	Check/Memorandum (See Note (2) Above)
01/31/2025	102	4JS HARDWARE, LLC	9 -BUILDING REPAIR /	79.73	79.73	2376	Rec Building Repairs
01/27/2025	191	A T & T MOBILITY	9 -PHONE / INTERNET	86.05	86.05	23518	Monthly service
01/27/2025	191	A T & T MOBILITY	MATERIALS AND	370.50	370.50	23519	Monthly service
01/31/2025	54	AUTOZONE STORES LLC	TRANSPORTATION	130.18	130.18	5064	Battery w/ core credit
01/31/2025	99999	BECKY DEMASTUS	CUSTOMER DEPOSIT	96.60	96.60	5062	Meter Deposit Refund less final bill
01/30/2025	225	CITI CARDS	0 -OFFICE SUPPLIES	24.87	24.87	23541	Flash drives
01/30/2025	225	CITI CARDS	TRANSPORTATION	109.09	109.09	23542	Repair F250
01/31/2025	66	CORE & MAIN LP	MATERIALS AND	466.00	466.00	5065	4 Meter pit extension 20x3
01/28/2025	251	GUARDIAN PRIVATE UTILITY	PROJECT IN PROCESS	45427.75	45427.75	5059	Waterline Relocation Project
01/31/2025	99999	HOWARD CONSTRUCTION	CUSTOMER DEPOSIT	91.95	91.95	5060	Meter Deposit Refund less final bill
01/28/2025	5	IDEM	MATERIALS AND	30.00	30.00	5058	Application Fee
01/31/2025	292	INDIANA ASSOCIATION OF	0 -MEMBERSHIPS /	1233.00	1233.00	7454	Aim Annual Dues
01/27/2025	904	INDIANA DEPT OF	SALES TAX	1049.61	1049.61	23512	W/H
01/24/2025	904	INDIANA DEPT OF	PAYROLL STATE/LOCAL	926.76	926.76	23520	W/H
01/24/2025	904	INDIANA DEPT OF	PAYROLL STATE/LOCAL	456.38	456.38	23521	WH-3 Return Filed
01/27/2025	59	INTERNAL REVENUE SERVICE	PAYROLL FEDERAL 941	2598.93	2598.93	23511	W/H
01/31/2025	1203	LYNNVILLE UTILITIES	CUSTOMER DEPOSIT	11.45	11.45	5061	Meter Deposit final bill - Demastus
01/31/2025	243	MENARD INC	9 -BUILDING REPAIR /	545.18	545.18	2377	Rec Building Repairs
01/31/2025	3	OFFICE THREE SIXTY, INC	MATERIALS AND	185.96	185.96	5063	Paper
01/31/2025	3	OFFICE THREE SIXTY, INC	0 -OFFICE SUPPLIES	302.98	302.98	7452	Toner (2)
01/27/2025	1602	PAYROLL	0 -COUNCIL MEMBERS	3442.35	3442.35	23506	Gen Council
01/27/2025	1602	PAYROLL	SALARIES/WAGES	7821.81	7821.81	23507	WTP Wages
01/27/2025	1602	PAYROLL	PAYROLL FEDERAL 941	10849.50	10849.50	23508	Net DD Entry
01/27/2025	1602	PAYROLL	5 -REPAIRS AND	140.32	140.32	23509	Community Center-Repairs/Maint
01/27/2025	1602	PAYROLL	9 -GROUNDSKEEPER	2851.37	2851.37	23510	Park Groundskeeper
01/31/2025	264	RENTOKIL NORTH AMERICA	PROFESSIONAL SERVICES	80.00	80.00	5066	Quarterly pest control
01/31/2025	116	SIEGEL'S CORPORATION	0 -TOWN MARSHAL -	25.00	25.00	7453	Sheriff ID
01/31/2025	172	STOLL-KEENON-OGDEN PLLC	OPERATING SUPPLIES	4364.00	4364.00	2150	Legal services
01/31/2025	84	TAMAR FURRY WOLFE	VEHICLE/EQUIPMENT	29.75	29.75	2149	Pager repair
01/22/2025	99999	THOMAS BARCLAY	9 -DEPOSIT REFUND	490.10	490.10	2375	Lease Transfer Refund - 5 months
01/30/2025	99999	TRENT SOHN VP SOHN &	5 -DEPOSIT REFUND	100.00	100.00	2499	Community Center deposit refund
01/27/2025	200	WEX BANK	FUEL FOR TRUCKS	211.86	211.86	23517	Monthly Service
01/28/2025	53	ZURICH AGENCY SERVICES,	0 -TOWN INSURANCE	58.50	58.50	7451	Premier
		Checks: 2149- 23542		84687.53	84687.53		

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-16

1/31/2025




Fiscal Officer

ALLOWANCE OF ACCOUNTS PAYABLE VOUCHERS

TOWN OF LYNNVILLE

We have examined the Accounts Payable Vouchers listed on the foregoing Register of Accounts Payable Vouchers consisting of 1 pages and except for accounts payables not allowed as shown on the Register such accounts payables are hereby allowed in the total amount of \$ 84687.53.

Dated this 31st day of January 2025



Rachel Titzer



Doris Horn



David Goldenberg

Signatures of Governing Board

Notification of ACH Payment

To:
Of:
TOWN OF LYNNVILLE

From the Office

ELISE NIESHALLA

207 MAIN ST
Comptroller
PO BOX 99
WASHINGTON ST
LYNNVILLE, IN 47619
STATEHOUSE

RECEIVED

Lynnville Clerk Treasurer

State

200 W.

ROOM 240

INDIANAPOLIS,

IN 46204

Vendor ID	Bank ID #	Bank Account #	Payment Date	Handling Cd
0000072529	XXXXX8161	XXX0688	01/21/2025	UT

Payment Reference	Payment Amount	Unit	Description
012053480	311926.80	00800	Transportation

Invoice ID	Discount	Late Charge	PO ID	Invoice Dt	Gross
INDOT OCT24 1800176 UT 1	0.00	0.00		01/08/2025	311926.80

Discount	Late Charge	Net
0.00	0.00	311926.80

*Payment Message: Inv#: INDOT OCT24 1800176 UT 1 PO 0020119779 DES 1800176 CPM

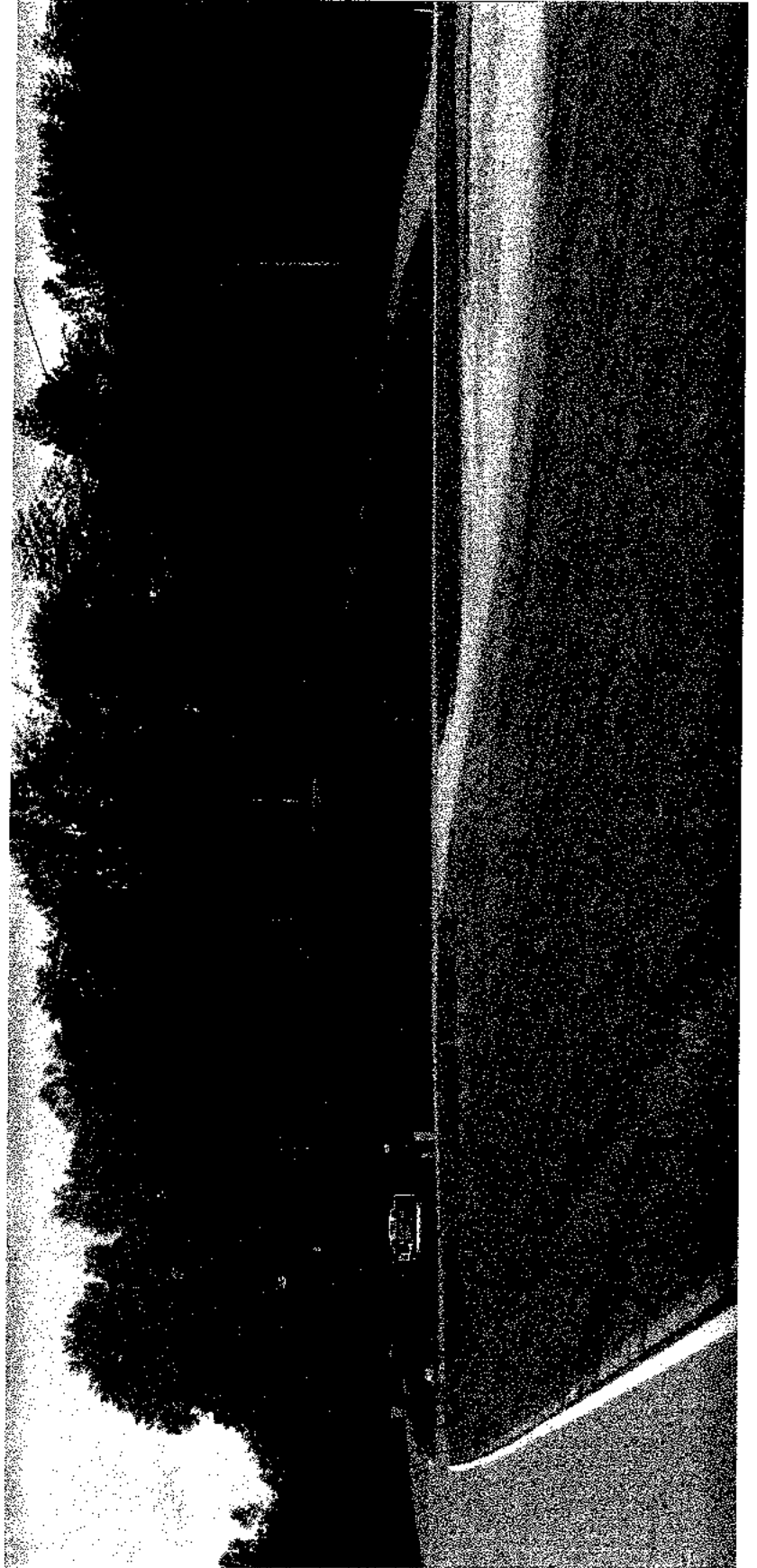
APPROVED

JAN 21 2025

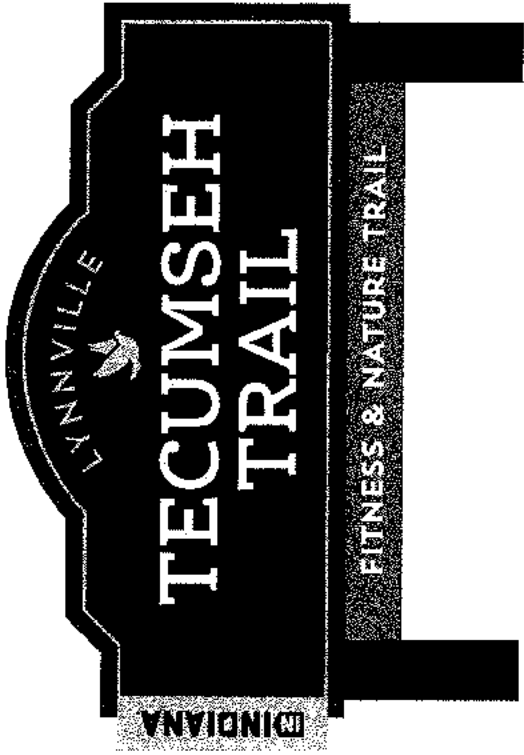
X *Rachel Titzer*
Rachel Titzer

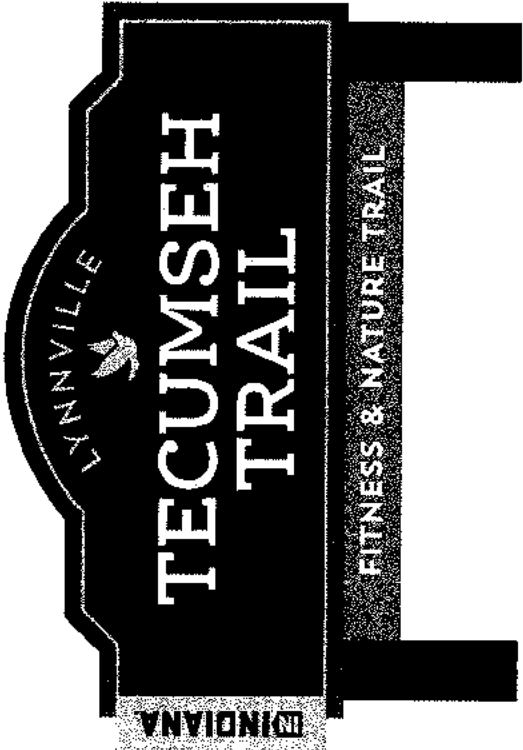
X *Doris Horn*
Doris Horn

X *David Goldstein*
David Goldstein









Lauri Stockus

From: Rachel Titzer
Sent: Wednesday, January 29, 2025 11:09 AM
To: Lauri Stockus
Cc: David Goldenberg; Doris Horn
Subject: Agenda
Attachments: LynnvilleSignage_TecumsehTrail.pdf

Please add to agenda for Friday.

Rachel

Task Order

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated January 4, 2016 ("Agreement"), Owner and Engineer agree as follows:

1. Specific Project Data

A. Title: Town of Lynnville, Indiana – SRF PER and SRF AMP

B. Description: Prepare the technical sections of an Asset Management Plan (AMP) for the Wastewater Utility. It is the Owner's intent to be eligible for available funds through the Clean Water State Revolving Fund (CWSRF). In addition, prepare a Preliminary Engineering Report (PER) for submittal to the Indiana Finance Authority (IFA) for project funding.

C. Number of Construction Contracts

The Specific Project is anticipated to be constructed under N/A Construction Contracts.

2. Services of Engineer

Study and Report Services

Engineer shall also provide the following services:

Engineer to assemble an AMP in accordance with IC 5-1-2-10-16 in coordination with the Town and the Town's financial consultant. The Utility must develop and implement an AMP that includes the following minimum requirements:

1. System map
2. An inventory and assessment of system assets
3. Development of an infrastructure inspection, repair, and maintenance plan, including a plan for funding such activities
4. An evaluation and implementation of water and energy conservation efforts
5. An analysis of the customer rates necessary to support the AMP
6. An Audit performed every two years
7. Demonstration of the technical, managerial, legal and financial capability to operate and maintain the system, per the guidelines established by the IFA.

Engineer will complete the Technical and Managerial Sections. The Town's financial consultant will complete the financial sections. Services of the financial consultant are not part of this agreement. Engineer will assemble all sections into a final document.

Engineer shall prepare a Preliminary Engineering Report (PER) for submittal to the Indiana Finance Authority (IFA) to apply for project funding.

- Design Services
- Bidding or Negotiating Services
- Construction and Commissioning Services
- Resident Project Representative Services
- Other Services
- Additional Services

Part 6 of Exhibit A is incorporated by reference unless otherwise noted.

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 and in Exhibit B, subject to the following: Not applicable.

4. Times for Rendering Services

<u>Phase</u>	<u>Completion Date</u>
<u>Preliminary Engineering Report (PER)</u>	<u>April 1, 2025</u>
<u>Asset Management Report (AMP)</u>	<u>April 1, 2025</u>

5. Payments to Engineer

A. Owner shall pay Engineer for services rendered as follows:

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Lump Sum, or Estimate of Compensation for Services</i>
Basic Services (Exhibit A)		
Study and Report – PER and AMP	Lump Sum	\$50,000.00

B. The terms of payment are set forth in Article 4 of the Agreement and in Exhibit C.

6. Consultants: N/A

7. Other Modifications to Agreement:

A. Article 8.04.A., "Engineer's Certifications", of the Agreement is hereby amended to include the following:

"4. Pursuant to Indiana Code 22-5-1.7-11, the Engineer entering into this Agreement with the Owner is required to enroll in and verify the work eligibility status of all its newly hired employees through the E-Verify program. The Engineer is not required to verify the work eligibility status of all its newly hired employees through the E-Verify program if the E-Verify program no longer exists.

The Engineer hereby certifies to the Owner that the Engineer does not knowingly employ an unauthorized alien. The Engineer further affirms that, prior to entering into its Agreement with the Owner, the Engineer has enrolled in and agrees to verify the work eligibility status of all its newly hired employees through the E-Verify program.

The Engineer shall provide to Owner a sworn affidavit on an annual basis or as requested by the Owner.

5. Pursuant to Executive Order 13846, the Engineer hereby certifies to Owner that Engineer is not engaged in Investment Activities in Iran."

8. Attachments:

- None

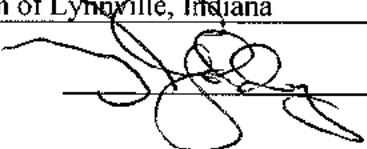
9. Documents Incorporated By Reference: Exhibit A, B & C.

10. Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is January 31, 20.

OWNER
Town of Lynnville, Indiana

ENGINEER
COMMONWEALTH ENGINEERS, INC.

By: 

By: _____

Name: David Goldenberg

Name: Toby L. Church, P.E.

Title: President

Title: Vice President

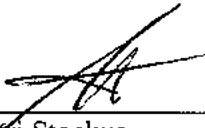
Engineer License or
Firm's Certificate No. 11300603
State of: Indiana

Date Signed: 1/31/2025

Date Signed: _____

Attest: _____

Attest: _____

By: 

By: _____

Title: Lauri Stockus
Clerk Treasurer

Title: Ann E. Dryer
CFO

CFO/Accounting
Approval: _____

DESIGNATED REPRESENTATIVE FOR
TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK
ORDER:

Name: Brian Cook

Name: Aaron R. Rohner, P.E.

Title: Town Manager

Title: Project Manager

Address: 312 Church Street, PO Box 99

Address: 420 NW 5th Street, Suite 201

Lynnville, Indiana 47619

Evansville, Indiana 47708

E-Mail
Address: townmanager@townoflynnville.com

E-Mail
Address: arohner@contactcei.com

Phone: (812)-922-5111

Phone: (812) 474-1177

Fax: (812)-922-3264

Fax: (812) 474-1176

Lauri Stockus

From: Rachel Titzer
Sent: Wednesday, January 29, 2025 11:11 AM
To: Lauri Stockus
Cc: David Goldenberg; Doris Horn
Subject: Fwd: [External]Town of Lynnville Meeting Items
Attachments: image001.png; image002.png; image003.png; image004.png; image005.png; image006.png; Lynnville - PAY APP #3.pdf; 2025-01 PER - AMP.pdf

Please add these to the agenda on Friday for approval.

Rachel

Begin forwarded message:

From: "Aaron Rohner, PE (IN, KY)" <arohner@contactcei.com>
Date: January 23, 2025 at 3:11:32 PM CST
To: Rachel Titzer <council2@townoflynnville.com>, David Goldenberg <council1@townoflynnville.com>, Doris Horn <council3@townoflynnville.com>
Cc: Lauri Stockus <clerk-treasurer@townoflynnville.com>
Subject: [External]Town of Lynnville Meeting Items

Good afternoon, Board.

I wanted to follow up on a few items:

1. **Town of Lynnville Wastewater Preliminary Engineering Report (PER) and Asset Management Plan (AMP) Contract**

Following our discussion on Friday January 17th, Commonwealth Engineers have drafted a Contract for Council's approval to complete the PER and AMP.

By authorizing this Contract, Commonwealth Engineers will compile a PER in accordance with Indiana Finance Authority (IFA) State Revolving Fund (SRF). This PER will be submitted to IFA for funding considering on April 1st, 2025. This PER will include a summary and analysis of the existing wastewater system (Wastewater Treatment Plant, Lift Stations, and Collection System), development of proposed projects and why they are needed, financial analysis for each project, and a recommended project.

As part of the IFA SRF funding process, an asset management plan will be completed. This plan consists of three (3) parts, Technical, Managerial, and Financial. Commonwealth Engineers will be completing the Technical and Managerial Section of the plan. This includes summary of the entire wastewater system, age of the existing infrastructure, standard operating procedures for daily operation, and daily clerical process for the utility.

Attached is the contract for review and approval by Council at the next meeting. I will plan on attending the meeting to present the Contract and answer any questions Council may have. Beforehand, if Council has any questions, please feel free to reach out.

2. **SR 61 Waterline Relocation Project**

Attached is the copy of the pay application presented and approved at the last meeting. This payment application is for FINAL PAYMENT to Guardian. This does NOT free them up from performing warranty work on the project.

This payment will go through the INDOT reimbursement process.

3. **217 Oak Street Drainage**

During our meeting on last week, a drainage issue was discussed along Oak Street (near 217 Oak Street). Following the conversation, it was mentioned that the Town would like Commonwealth to assist with analyzing the issue.

Scope of Service – Commonwealth Engineers will review the area for watershed concerns along the immediate area of 217 Oak Street. Following the review, a brief technical memo will be developed to summarize the findings and present it to the board. Work will include a site visit to review with the Town, pictures of the area, brief sketches demonstrating the area of concern, and potential remediation of the issue.

If the Council would like for Commonwealth Engineers to commence on this review under our On-call Agreement for NTE \$7,000, a response to this email will serve as an approval note.

If you have any questions, please let me know.

Thanks,

Aaron Rohner, PE (IN, KY)

Associate, Project Engineer

T: 800-289-1177 | D: 812-618-4289 | M: 812-461-8930

Corporate Office: 7256 Company Dr., Indianapolis, IN, 46237, USA

Regional Offices: Crown Point, Evansville, Fort Wayne, Huntingburg, Indianapolis North, and South Bend, IN | Bowling Green, KY

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

January POs as of 1/30/25

Purchase Orders

PO Number	Date	Dept	Issued By	Issued To	Type (Op, Office, Project, Misc)	Store	Amount	Receipt	Notes	Turned In
?-2592	1/2/2025		Megan	Scott	Clamps for flagpole	4Js	6.76	Y	Inv 62742	Y
WW-2593	1/2/2025		Megan	Brian	Couplings for Blower at plant	Ryan's Hardware	38.85	Y	*Reimbursement	Y
?-2594	1/2/2025		Megan		Employee Hoodies	Tammy Boruff				
PD-2595	1/2/2025	Police	Megan	Mike Mitchell	IACP conference	IACP	350	Y	Inv 103176	Y
?-2596	1/3/2025		Megan		Jacob Green	Mceen LLC	6820	Y	Inv 1012	Y
?-2597	1/3/2025		Megan	Brian	Spring Conference	Alliance of IN Rural Water	265	Y	On CC	Y
P-2598	1/3/2025	Park	Megan	Katie	Rec Bldg Repair	Lowes, M&M Hardware	142.3	Y	Reimbursement	Y
P-2599	1/3/2025	Park	Megan	Katie	Tail light for Ranger	Autozone	8.07	Y	Inv 2604228657	Y
?-2600	1/3/2025		Megan			Commonwealth	1868.15	Y	Inv 61865	Y
F-2601	1/3/2025	Fire	Megan		Transfer	Home Depot	239.43	Y	FD funds transfer request	Y
?-2602	1/8/2025		Megan	Travis	Ice melt	Home Depot	304.98	Y		Y
?-2603	1/8/2025		Megan	David	Town Hall furniture	Corporate Design	12,339.31		Quote 43166	
F-2604	1/8/2025	Fire	Megan		Year 5/5	lamResponding	305	Y	Inv 7702	Y
PD-2605	1/8/2025	PD	Megan		Membership Renewal	IACP	235	Y	Inv 103001	Y
F-2606	1/8/2025	Fire	Megan		Transfer	Walmart, DG, etc	756.56	Y		Y
F-2607	1/8/2025	Fire	Megan		Rechargeable batteries	Nichols Fire & Fleet	113.2	Y	Inv 51929	Y
CC-2608A	1/9/2025	Comm Center	Megan	David	Comm Center Bathroom	TK Taylor Home Repair	4040	Y	To begin job	Y
CC-2608B	1/9/2025	Comm Center	Megan	David	Comm Center Bathroom	TK Taylor Home Repair	4040		At job finish	
P-2609	1/9/2025	Park	Megan		Rec Bldg Repair	4Js	61.26	Y	Inv 64126	Y
P-2610	1/9/2025	Park	Megan	David	Kubota Repair	Hopf	8598.53	Y	Quote 02-52562	Y
F-2611	1/13/2025	Fire	Megan		Fire Dept	Sigels Uniforms	119.99	Y	Inv 592354-1	Y
?-2611	1/9/2025		Megan	Austin		Core and Main	44.77	Y	Inv W252868	Y
?-2612	1/13/2025		Megan		Base Fee, Flow Fee	IN Dept of Envir Management	1215.456	Y	Inv 383236, 376900	Y
?-2613	1/13/2025		Megan		4th Qtr Ticket Fees	IN 811	179.55	Y	Inv-11163	Y
?-2614	1/14/2025		Megan	Brian	AIRW Spring Conference	French Lick Resort	280	Y		Y
WWW-2615	1/14/2025		Megan			SBOA	27,297.60	Y	Inv 3880, 3881	Y
?-2616	1/14/2025		Megan		Flags	American Legion	432	Y		Y

?-2617	1/16/2025	Megan	Scott	Repair F250	Amazon	109.09	Y		Y
?-2618	1/16/2025	Megan	David	Annex doors	PRPC	1457.57	Y	Estimate 1182	Y
W-2619	1/17/2025	Megan		Water Stock 2025 Q1	Core and Main				
?-2620	1/17/2025	Megan		Jump drives, kleenex	Amazon	32.47	Y	Order -8222	Y
?-2621	1/17/2025	Megan	Brian	WWETT Show	WWETT, Hifton	170,908	Y		Y
?-2622	1/23/2025	Megan	Lauri	Paper, envelopes	Office360	185.96	Y	Inv 3078846	Y
P-2623	1/23/2025	Megan	Katie	Rec Bldg Repair	Menards	267.44	Y	Inv 33309	Y
P-2624	1/23/2025	Megan			Cintas	387.87	Y	Inv 4218251387	Y
?-2625	1/23/2025	Megan			Cintas	182.35	Y	Inv 4218251329	Y
?-2626	1/23/2025	Megan		2025 AIM Dues	AIM	1101	Y	Inv 115613	Y
?-2627	1/23/2025	Megan		2025 Dues	ILMCT	197	Y		Y
?-2628	1/23/2025	Megan		2025 Dues	INADA/TitleVI CA	25	Y		Y
?-2629	1/23/2025	Megan		2652 Lynn Ridge	Wilcox				
?-2630	1/24/2025	Megan	Scott		Autozone	25.19	Y	Inv 02604236896	Y
P-2631	1/24/2025	Megan	Katie	Rec Bldg Repair	Menards	277.74	Y	Inv 33684	Y
W-2632	1/27/2025	Megan	Brian	F250	Autozone	104.99	Y	Inv 00682091983	Y
?-2633	1/28/2025	Megan			Core and Main	2,786.08	Y	W311142	
?-2634	1/28/2025	Megan		Quarterly Service	Action Pest	80	Y	Inv 110444615	Y
F-2635	1/28/2025	Megan		Legal	SKO Firm	4364	Y	Inv 1065108	Y
?-2636	1/28/2025	Megan	Travis	Locator Paint	Core and Main	77.65	Y	W367273	
?-2637	1/28/2025	Megan	Brian	Operator Cert Exam	IDEM	30	Y		Y
?-2638	1/28/2025	Megan		Water Line Relocation	Guardian	45427.75	Y		Y
?-2639	1/29/2025	Megan	Lauri	Toner	Office360	97.99, 204.99	Y	Ref # 3084234, 3089038	Y
F-2640	1/29/2025	Megan		Pager Repair	Wolfe	29.75	Y	Inv 2107	Y
P-2641	1/29/2025	Megan		Rec Bldg Repair	Communications	79.73	Y	Inv 66873	Y
?-2642	1/30/2025	Megan		Jetting lines	4is				
?-2643	1/30/2025	Megan		Stock	Joe Beard and Sons	171.51	Y	W333734	
PD-2644	1/30/2025	Megan		Sheriff ID	Core and Main	25	Y	Inv 594161-1	Y
					Siegels				

Recent work orders as of 1/30/25

	E	F	G	H	I	K
28	Travis Porter	Travis Porter	45671	416 first street turn water off 122 wait customer called and waiting to hear back town hall	Yes	Disconnect water for nonpayment at: 416 E 1st St - Michael King 122 W SR 68 - Theodore Browning
29	Travis Porter	Travis Porter	45671	Took picture final read	No	Final Reading for 2543 Lynn Ridge
30	Brian Cook	brian cook	45672	turn water back on	no	Reconnect service at 416 E 1st St - Michael King. Paid in full.
31		Scott Whitfield	45673	Completed	No	1/20 or 1/21 - Turn off water at 103 Old Damm Rd for Tim Lillipop at his request. Will be gone for several months.
32		W. Smith	45681	Was CC not Amex completed Trash	No	Trash from outside Annex needs removed.
33		W Smith	45681	Moves to town shop Sand bags	No	Sand bags from Gazebo need to go to shop. Garland from gazebo taken to Annex with xmas decorations.
34		Travis	45686	Turned off water	Yes	Turn water off at 419 E 1st St has busted pipe
35	Travis Porter	Travis Porter	11/13/2024	Yes- checked for chlorine ,no chlorine present. Looks as if could be run off water from rain over the weekend.	Yes- will check in couple days see if there us still seepage.	Check for slow leak at 2nd and Main per David
36	Travis Porter	Travis Porter	11/13/2024	Yes 10:35 Reading: 96470.2 Lock put on	No	Disconnect at 433 W SR 68 for Kenneth Powers.
37				Completed by Wyatt		Put heaters in front of Town Hall away.

	E	F	G	H	I	K
38				Completed by Scott		Customer reported a culvert needs cleared at 1st and Church St.
39				Completed by Scott		Clean culvert at 206 Deer Lane that goes under road, per Lauri.
40				Completed by Travis		Clear parking lot of Rec Bldg
41						Work on filing at Town Annex. See Lauri for details.
42				Completed by Scott		Inspect tree removal at 210 Violet Ln (Jay Almon).
43				Completed by Travis		Town Ranger needs cleaned and cigarette smell cleared per Brian Cook.
44						Get count of all locks for all town buildings, per Dave.
45				Completed by Wyatt		Bring Christmas totes to Town Hall to put away decorations and put them and the tree in storage.
46				Completed by Travis		Pick up pallet of salt from Menards. Advised it would likely be Monday.
47				Completed by Travis		No water for 2 days at 107 Red Sage Rd - please take a look.
48						Complete adjustment req report for Ruth Shigley - paperwork in town box.
49						PARK - Fix gutter and soffit on bathrooms and ice guard on barn. See separate email for pics!

	E	F	G	H	I	K
50				Completed by Lauri		Take empty boxes from Lauri's office to Annex and bring empty totes from Annex back to Town Hall for files.
51				Completed by Travis		Brian called about Continuous Consumption alert for Ben Modlin at 221 E 3rd St. Shows 14,736 gals used since yesterday. Wants you to check it out.
52				Completed by Travis		Water Inspection at 2647 Lynn Ridge for Howard Construction.
53				Completed by Travis		Please turn water off at 117 Main St. at customer request. Customer has moved.

2025 AIM Events

Clerk-Treasurer

ILMCT Institute & Academy (Plainfield)	March 16-21
Clerk-Treasurer Budget Workshop (Virtual)	May 14-15
ILMCT Conference & SBOA (French Lick)	August 10-15
ILMCT Institute & Academy (Virtual)	November 4-6

Town Manager

Alliance of Indiana Rural Water Spring Conference (French Lick)	March 11-13
Alliance of Indiana Rural Water Fall Conference (Fort Wayne)	October 21-23

Town Council

2025 Legislative Session Recap (Virtual)	May 8
Council Member Budget Workshop (Virtual)	May 16
Aim Council Member Event (Virtual)	September 16
Ideas Summit (French Lick)	October 21-23
2026 Legislative Session Preview (Virtual)	December 18

AIM Roundtables

Roundtable – 1 will be for Southern Region	April 9,16,23
Roundtable – 1 will be in Southern Region	October 29, 30
Roundtable – 1 will be in Southern Region	November 5, 12, 13

AIM Webinars (Topics TBD)

Importance of Creative Development	February 13
Enhancing Municipal Payments – Tools, Trends & Best Practices	February 25
Local Agency Transportation Workforce Challenges & Opportunities	March 13
Cyber Fraud: How to Defend Against the Inevitable Attack	March 27
The Advantages of Synthetic Turf	April 8

Aim Webinar	April 22	Aim Webinar	September 9
Aim Webinar	May 20	Aim Webinar	September 23
Aim Webinar	June 10	Aim Webinar	October 7
Aim Webinar	June 24	Aim Webinar	October 30
Aim Webinar	July 15	Aim Webinar	November 5
Aim Webinar	July 24	Aim Webinar	November 12
Aim Webinar	August 14	Aim Webinar	December 9
Aim Webinar	August 28		

				running total	
west	First Street	entire length	\$ 58,159.05		
east	First Street	entire length	\$ 32,799.30		
				\$ 90,958.35	
west	third		\$ 38,686.55		
east	third		\$ 31,176.70		
				\$ 69,863.25	
west	4th		\$ 22,159.15		
east	4th		\$ 147,741.50		
				\$ 169,900.65	
	cherry		\$ 42,257.05	\$ 42,257.05	
	kiddle		\$ 20,503.85	\$ 20,503.85	
	church		\$ 52,051.80	\$ 52,051.80	
	fawn		\$ 9,711.65	\$ 9,711.65	
	deer ln		\$ 75,462.60	\$ 75,462.60	
	terry ln.	???	\$ 31,733.60	\$ 31,733.60	\$ 562,442.80
	vine		\$ 12,371.35		
	elm		\$ 22,463.25		
	oak		\$ 35,726.30		
	n oak		\$ 22,139.30		
	oak ln		\$ 12,202.65	\$ 667,345.65	
	petersburgh	maple to doerner	\$ 42,284.30	\$ 709,629.95	
	maple		\$ 16,723.20	\$ 726,353.15	
NO	peach		\$ 62,297.15		
	2nd		\$ 68,255.50		
	meade		\$ 74,385.00		
	old dam		\$ 28,540.20		
	spurgeon		\$ 33,661.05		
	doerner		\$ 158,997.30		
	deer		\$ 10,190.35		
	petersburg		\$ 41,688.85		
	central		\$ 11,088.00		
	w 3rd???	6 ft lengthx 18.5 wide	\$ 1,892.85		
			\$ 490,996.25	\$ 490,996.25	
		GRAND TOTAL		\$ 1,217,349.40	
		Metzger Total		\$ 1,217,350.40	
		diff		\$ (1.00)	

12/11/27 hrs

Installed by the TOWN OF LYNNVILLE-2018

Fund Report

All Funds

From 01/01/2025 Thru 01/31/2025

Grouped By Bank Number
Ordered By Bank Number, Fund Number

FUND TITLE	BALANCE BEG OF YEAR	REVENUE YTD	DISBURSED YTD	BALANCE BEG OF MONTH	REVENUE MTD	DISBURSED MTD	CURRENT BALANCE
1101 GENERAL	57931.31	25.00	6536.42	57931.31	25.00	6536.42	51419.89
1176 ARPA GRANT - COMMUNITY CENTER	1800.00	0.00	0.00	1800.00	0.00	0.00	1800.00
1177 ARP GRANT	5861.90	0.00	0.00	5861.90	0.00	0.00	5861.90
2201 MVH - MOTOR VEHICLE HIGHWAY	40531.57	0.00	1735.50	40531.57	0.00	1735.50	38796.07
2202 LRS - LOCAL ROADS AND STREET	50732.31	0.00	304.98	50732.31	0.00	304.98	50427.33
2203 MVH-50% RESTRICTED	34964.08	0.00	0.00	34964.08	0.00	0.00	34964.08
2217 DONATION	1381.02	0.00	0.00	1381.02	0.00	0.00	1381.02
2240 PUBLIC SAFETY	94291.64	0.00	1948.93	94291.64	0.00	1948.93	92342.71
2241 POLICE DONATION FUND	150.00	0.00	0.00	150.00	0.00	0.00	150.00
2242 RAINY DAY FUND	46535.06	0.00	0.00	46535.06	0.00	0.00	46535.06
2256 OPIOID SETTLEMENT UNRESTRICTED	1923.76	0.00	0.00	1923.76	0.00	0.00	1923.76
2257 OPIOID SETTLEMENT RESTRICTED	1705.44	0.00	0.00	1705.44	0.00	0.00	1705.44
2270 TECUMSEH TRAIL FUND-MAINTENANCE AND DONATION	4906.64	0.00	178.52	4906.64	0.00	178.52	4728.12
3311 REDEVELOPMENT AUTHORITY 2024 PROJECT CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4401 CCI - CUMULATIVE CAPITAL IMPROVEMENTS	7457.22	0.00	0.00	7457.22	0.00	0.00	7457.22
4402 CCD - CUMULATIVE CAPITAL DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4405 PUBLIC IMPROVEMENT PROJECTS	167866.90	127930.45	21464.72	167866.90	127930.45	21464.72	274332.63
4437 LIT - LOCAL INCOME TAX	91439.43	0.00	1838.98	91439.43	0.00	1838.98	89600.45
SubTotal Bank Number 0	609478.28	127955.45	34008.05	609478.28	127955.45	34008.05	703425.68
6101 WTP-CASH OPERATING-DAILY DEPOSITS	7630.91	16551.04	25654.04	7630.91	16551.04	25654.04	-1472.09
6103 WTP-DEPRECIATING	38546.99	500.00	13648.80	38546.99	500.00	13648.80	25398.19
6104 WTP-CUSTOMER DEPOSITS	41804.74	200.00	200.00	41804.74	200.00	200.00	41804.74

**Bank Number 0

**Bank Number 1