

**TOWN OF CLERMONT**  
**9049 Crawfordsville Road**  
**Clermont, IN 46234**

**October 9, 2025**

**Monthly Town Council Meeting**

**I. Call to Order & Pledge of Allegiance at 7:00 P.M.**

The following council members, who constituted at least 50% of the members of the council, were present in person: Councilor Beam, Councilor Lambard, Councilor Lemaire, Councilor Sauro and Councilor Topf.

Absent Council Member(s): None

Others present: Police Chief, Steve Dulworth, Attorney, Bob Lutz; Clerk, Grace Brenzek; Clerk-Treasurer, Larry Beiter

**II. Special Guests:** None, originally scheduled proclamation by JD Ford was cancelled

**Special Guest Comment Period:** NA

**III. Public Comment**

**Public in Attendance:** Jason James, Tamera Patton, Graham E. Tracy

**Public Attending Remotely:** No remote attendees

**Comment Period:**

**Jason James** has been a Clermont resident for 6 years at 3428 Anderson Street. He joined the meeting to discuss the impact of the recent resurfacing project on the alley behind him, Pine Street. His wife requires use of a wheelchair and he also has some mobility issues. The recent repaving and curbing project made it difficult for him and his wife to access Maple Street from their property.

Councilor Lambard explained the goals of the project, some history of the drainage issue on that street and the logic behind the curbing installation. Resident and Councilor discussed the options for removal of the curb and potential impacts to his property. Councilor Lambard proposed some modifications to the curbing to facilitate wheelchair access. He will follow-up with a contractor to determine feasibility and cost.

**IV. Adoption of the Proposed 2026 Clermont Town Budget**

- A. The Clerk-Treasurer presented the 2026 budget for adoption. No changes have been made from the budget that was presented at the September Public Hearing. No concerns or issues were raised concerning the proposed 2026 Town Budget either in person at Town Hall or electronically.

***Councilor Lambard made a motion to adopt the 2026 Clermont Town budget as submitted. Councilor Beam seconded the motion.***

The council further discussed how to best to budget for projects and how funds are handled on a year-to-year basis. Councilor Sauro inquired about how best to proceed with the Miller Park improvements at the fire pit. The original funding was not rolled over into 2025. It was recommended that she develop a conceptual plan with cost estimates and bring it to the Clerk-Treasurer to determine proposed funding source prior to presenting to the Council for review.

***Councilor Beam votes, Aye, Councilor Lambard, Aye, Councilor Lemaire votes, Aye, Councilor Sauro votes, Aye, and Councilor Topf votes, Aye. Motion was unanimously approved.***

**V. Town Attorney's Report - Attorney Lutz**

- A. Real Estate Matters – 9046 Crawfordsville Road – This topic was previously discussed during the Executive Session on September 23<sup>th</sup>. Attorney Lutz gave a brief summary of recent communications. KGR is currently talking to a bond bank and Baker Tilly about how best to issue debt for Clermont. Mediation is scheduled for Nov 11. It is important that KGR and Baker Tilly confirm financing options prior to mediation. We will reschedule mediation if needed. No motions were made or acted on.

- B. Recodification – At the last Council Meeting, Clerk-Treasurer Beiter provided a copy of the proposed new service contract with General Code for Municipal Code on-line support maintenance. The Council and Attorney Lutz discussed the schedule for completion of the Municipal Code updates.

***Councilor Beam made a motion to accept proposed contract with General Code. Councilor Lemaire seconded the motion. Councilor Beam votes, Aye, Councilor Lambard, Aye, Councilor Lemaire votes, Aye, Councilor Sauro votes, Aye, and Councilor Topf votes, Aye. Motion was unanimously approved.***

**VI. Police Department Report – Frank Lemaire and Steve Dulworth**

- A. Ordinances – Violations – Councilor Lemaire is interested in developing and passing a Golf Cart Ordinance. Chief Dulworth provided background on the issue of golf carts on road and the various applicable state and local laws. Some residents have recently questioned whether golf carts are legal. The Councilors agreed to allow Attorney Lutz to develop a draft ordinance for review. There is an overgrown and unkempt property on 30<sup>th</sup> Street that has been discussed previously. Chief Dulworth gave some background on our previous attempts to force the homeowner to remediate the situation. The nearby neighbors are upset with the condition of the yard. Chief Dulworth and Attorney Lutz discussed ordinances that could support the concerns raised from a health, nuisance and sidewalk access standpoint. No motions were made or acted on.
- B. Miscellaneous – The existing police department laptops are approximately 7 years old. We are having trouble running the police dispatch software due to the age of the hardware and software. Chief Dulworth provided a proposal for review, including 6 new Dell laptops for a total of \$7025.43.

***Councilor Lemaire moved to approve no more than \$8000 for the purchase of 6 new laptops and software for the police department. Councilor Lambard seconded the motion. Councilor Beam votes, Aye, Councilor Lambard votes, Aye, Councilor Lemaire votes, Aye, Councilor Sauro votes, Aye, and Councilor Topf votes, Aye. Motion was unanimously approved.***

We plan to have increased police presence during the volunteer day to ensure the safety of the participants. Councilor Sauro and Chief Dulworth discussed various details of the volunteer work and potential locations for police vehicles. No motions were made or acted on.

**VII. Clerk-Treasurer's Report - Larry Beiter**

- A. Financial Report - Clerk-Treasurer Beiter presented for review the previous month and year-to-date financial reports, including a full record of all receipts and disbursements. Bank Account reconciliation was completed successfully. No other issues were noted with the Financial Review.

***Councilor Lemaire made a motion to accept the September financial report. Councilor Sauro seconded the motion. Councilor Beam votes, Aye, Councilor Lambard, Aye, Councilor Lemaire votes, Aye, Councilor Sauro votes, Aye, and Councilor Topf votes, Aye. Motion was unanimously approved.***

- B. Meeting Minutes - Prior to this meeting, Council members reviewed the draft minutes for the September 11<sup>th</sup> Regular Council Meeting. Minor comments were addressed previously.

***Councilor Lambard made a motion to accept the September 11<sup>th</sup> Regular Council Meeting minutes. Councilor Sauro seconded the motion. Councilor Beam votes, Aye, Councilor Lambard, Aye, Councilor Lemaire votes, Aye, Councilor Sauro votes, Aye, and Councilor Topf votes, Aye. Motion was unanimously approved.***

Prior to this meeting, the Council reviewed the draft minutes for the September 23<sup>rd</sup> Executive Meeting.

***Councilor Lemaire made a motion to accept the September 23<sup>rd</sup> Executive Session Memoranda. Councilor Sauro seconded the motion. Councilor Beam votes, Aye, Councilor Lambard, Aye, Councilor Lemaire votes, Aye, Councilor Sauro votes, Aye, and Councilor Topf votes, Aye. Motion was unanimously approved.***

- C. Revised 2025 Budget Reduction Appropriation Resolution – Clerk-Treasurer explained that he made an error in allocations during preparation of the 2025 Budget Reduction Appropriation Resolution, 20250911-R01, which was presented and approved at the September meeting. The Property Acquisition budget line does not have enough funds to support the originally proposed reduction. A revised proclamation was presented for review councilor review. The Clerk summarized the changes for the Council.

***Councilor Beam made a motion to suspend normal rules and allow a vote on the Revised 2025 Budget Reduction Appropriation Resolution. Councilor Sauro seconded the motion. Councilor Beam votes, Aye, Councilor Lambard, Aye, Councilor Lemaire votes, Aye, Councilor Sauro votes, Aye, and Councilor Topf votes, Aye. Motion was unanimously approved.***

***Councilor Lemaire made a motion to approve the Revised 2025 Budget Reduction Appropriation Resolution as presented. Councilor Sauro seconded the motion. Councilor Beam votes, Aye, Councilor Lambard, Aye, Councilor Lemaire votes, Aye, Councilor Sauro votes, Aye, and Councilor Topf votes, Aye. Motion was unanimously approved.***

This Resolution was approved and assigned number 20251009-R01

- D. Miscellaneous – The clerk summarized the current status of insurance coverage for our janitorial services contractor. Our insurance provider will not add our janitorial service provider to our insurance. They offered several suggestions, including having the contractor sign a waiver, helping the contractor secure insurance or bringing the contractor on-board as an employee. The Council discussed briefly, Councilor Sauro noted that if the contractor currently brings her own cleaning supplies the salary concern would be complicated. This topic will be discussed further at the next meeting. No motions were made or acted on.

#### **VIII. Facilities and Maintenance – Councilor Sauro**

- A. Volunteer Event – Councilor Sauro is currently developing a plan for a community service day on October 17<sup>th</sup>, staffed by a group of approximately 150 – 180 volunteers from IU Health. The Council discussed various aspects of the plan. It is scheduled for 9:00 AM to 2:30 PM, lunch provided, parking at Lions Club. Sue noted that we will use the Lions Club for parking, breaks and lunch. Councilor Sauro provided an overview of current maintenance and beautification projects including some proposed plans for new banners and equipment maintenance.

***Councilor Topf motioned that we transfer \$1,500 from Promotions to Miller Park within the General Budget to support purchase of materials, tools and other community day project needs. Councilor Lemaire seconded the motion. Councilor Beam votes, Aye, Councilor Lambard, Aye, Councilor Lemaire votes, Aye, Councilor Sauro votes, Aye, and Councilor Topf votes, Aye. Motion was unanimously approved.***

Kim provided an overview of purchases and plans for right-of-way hardscape plantings. The Council discussed additional aspects of this project and related efforts. No motions were made or acted on.

- B. Miscellaneous – Councilor Sauro discussed the need for an individual budget line for tools and equipment. She provided all councilor and clerk an inventory of Town Barn tools. The Clerk will make a note for the next budget cycle. No motions were made or acted on.

#### **IX. Streets Report – Tim Lambard**

- A. CCMG Grants – The 2024 CCMG Project is mechanically complete. The final invoices have been presented for payment. The 2026 CCMG grant submission is in progress. No motions were made or acted on.
- B. INIP Grant – The Department of Public Works (DPW) has communicated that the project has significantly increased in cost. We are requesting estimates for these sidewalk repairs and additional curbing improvements in multiple location and will be evaluating how best to respond to DPW. No motions were made or acted on.
- C. ADA Transition Plan Status – Councilor Lambard is reviewing the current ADA transition plan and identifying areas, issues requiring remediation. The access to Town Hall and the Police Station doors was evaluated. There are several doors that need to be modified for Wheelchair access. We are contacting contractors for proposals. No motions were made or acted on.
- D. Miscellaneous - The cost for 2025-2026 snow-plowing and salting services is not forecast to increase from the 2024-2025 pricing from All-Terrain. Due to the size of the contract, competitive bids will not be required. Councilor Lambard will forward to the Clerk's office a copy of the emails/documents confirming terms for next year. It was noted by a resident that Anderson was missed during snow plowing a couple of times last year. Councilor Lambard will watch for this during the next snowfall. The resident was encouraged to reach out if there is an issue this winter. Councilor Sauro and Attorney Lutz discussed the requirements for allowing an elected official to provide contracted services to the Town for a separate fee. Attorney Lutz provided an overview of how to handle this type of conflict-of-interest issue and warned the Council about the dangers of failing to follow the statute properly. Councilor Sauro requested that we discuss further at the next meeting. No motions were made or acted on.

#### **X. Communications / Technology – Councilor Beam**

- A. Tree Board Report – The Tree Allies meeting on October 8th focused on recent tree plantings and community events and how to improve performance for next time. Councilor Sauro attended to enlist help from the

Tree Allies in coordinating resources during the October 17th Volunteer day and to help develop a Miller Park Tree Maintenance plan. Kris Flannagan provided a draft proposal for Arborist Consulting Services. Tree Sale is in progress, planting demonstration and distribution will be on November 1st at 11:00. The Tree Board voted to add Grace Brenzek to the Tree Allies. There had been one open board seat. Councilor Beam suggested that the Town Council should also vote on her addition to the Tree Board.

**Councilor Beam motioned that the Council approve Grace Brenzek as a voting, resident member of the Tree Allies. Councilor Sauro seconded the motion. Councilor Beam votes, Aye, Councilor Lambard, Aye, Councilor Lemaire votes, Aye, Councilor Sauro votes, Aye, and Councilor Topf votes, Aye. Motion was unanimously approved.**

- B. Town Signage – Councilor Beam purchased new town signs and is currently assembling them. Councilor Beam shared with the Council a new quote and proposal for fabrication and installation of street signs. The Council discussed briefly the design drawings, discussing color, height and sign dimensions. The Council all agreed that the darker green signs were preferable. The Councilors discussed the proposed sign post and sign handing hardware designs. We intend to minimize the use of telephone poles for street sign installation. Councilor Sauro asked about the status of Miller Park sign relocation. The Councilors discussed parking solutions and signage for the Cemetery and Miller Park. The councilors discussed other options for implementation. No motions were made or acted on.
- C. Communications – The monthly Town Newsletter email will be sent out in the next week. Please forward any topics and information to Councilor Beam by this weekend. Clermont Trick or Treat Hours will be Friday 6 to 8 PM. No motions were made or acted on.

#### **XI. New Business**

- A. National Night Out – Councilor Topf has secured a waiver of fees for use of Lions Club Park the 2026 National Night Out. She will go ahead and approve the associated Lions Club Rental Agreement.
- B. Fire Contract - Attorney Lutz presented a copy of the Wayne Fire Contract for review. He will be making some minor edits including language requiring periodic publication of performance metrics. The Council discussed briefly the contract and our desire to review incident data for Clermont.

**Councilor Beam motioned that the Town make a formal Public Information Request for Wayne Township to provide three years (2023 to 2025) of fire incident info in our area code. Councilor Lemaire seconded the motion. Councilor Beam votes, Aye, Councilor Lambard, Aye, Councilor Lemaire votes, Aye, Councilor Sauro votes, Aye, and Councilor Topf votes, Aye. Motion was unanimously approved.**

The Clerk's office will generate a formal request letter for Councilor Topf to approve.



- C. Attorney Lutz confirmed that an executive session cannot be used to discuss the Fire Contract. Councilor Topf suggested we discuss the Fire Contract further prior to the currently planned November 13<sup>th</sup> meeting. The meeting will now begin at 6:00 PM to allow
- D. Open Town Action Requests – No issues raised for discussion. No motions were made or acted on.



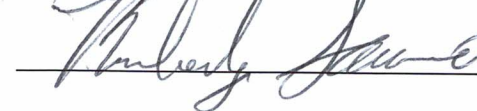
#### **XII. Adjournment**

**Councilor Lemaire moved to adjourn the meeting at 9:45 P.M., Councilor Beam seconded the motion. Councilor Beam votes, Aye, Councilor Lambard votes, Aye, Councilor Lemaire votes, Aye, Councilor Sauro votes, Aye, and Councilor Topf votes, Aye. Motion was unanimously approved.**

The next Regular Council meeting will be held on November 13<sup>th</sup>, 2025 at **6:00 P.M.**

Approve: Town Council

Attest: Clerk-Treasurer

