

MORRISTOWN TOWN COUNCIL

MINUTES

January 8, 2020

President Larry Tracy called the meeting to order with the Pledge to the Flag, others present were Kristi Langkabel, Ralph Henderson, Tammy Davis and David Benefiel Also present was: Town Attorney Mark McNeely..

Minutes of the December 11th, 2019 meeting were approved as written on a motion by Council Member Larry Tracy seconded by Council Member Kristi Langkable. The motion passed. Vote 5/0

Claims presented were approved on a motion by Council Member Ralph Henderson seconded by Council Member Kristi Langkabel. The motion passed. Vote 5/0

Town Attorney Mark McNeely had a swearing in for new council member Tammie Davis.

Town Attorney Mark McNeely had a swearing in for returning council member David Benefiel

NEW BUSINESS:

Reorganization 2020:

Election of Officers:

Council Member Kristi Langkable made a motion to nominate David Benefiel as President of the Town Council for 2020. Tammy Davis seconded the motion. Motion approved. Vote 5/0

President of the Town Council David Benefiel made a motion to nominate Kristi Langkable as Vice-President of the Town Council. Council Member Ralph Henderson seconded the motion. Motion approved. Vote 5/0

Council Member Kristi Langkable made a motion to keep Mark McNeely as Town Attorney. Council Member Larry Tracy seconded the motion. Motion approved. Vote 5/0

Council Member Kristi Langkable made a motion to keep Henry Albrecht as Town Marshall. Council Member Larry Tracy seconded the motion. Motion approved. Vote 5/0

Council Member Ralph Henderson made a motion to keep Brad Trittipo as Deputy Town Marshall. Council Member Larry Tracy seconded the motion. Motion approved. Vote 5/0

Council Member Kristi Langkable made a motion to keep Randy Reed as Director of Plan Commission and building, electrical and plumbing inspector.

Council Member Larry Tracy seconded the motion. Motion approved. Vote 5/0

Appointments:

Park Committee:

Elaine Goble-Carlton, Scott Spahr, Tammy Davis and Ralph Henderson

Board of Zoning Appeals:

ORIGINAL

Same as 2019

SCDC:

Larry Tracy

Shelby County Solid Waste Board:

Ralph Henderson

Liaison:

Secretary: Larry Tracy

Police Department: Kristi Langkable and Ralph Henderson

Street, Water and Wastewater: David Benefiel and Tammy Davis

Fire: Kristi Langkable

NEW BUSINESS:

Town Attorney Mark McNeely read Resolution 2020-1.

**A RESOLUTION OF APPRECIATION FOR THE SERVICES OF BILL WHITE AND SUE KEATON
FOR THE TOWN OF MORRISTOWN**

Council Member Larry Tracy made a motion to approve Resolution 2020-1 as read. Council Member Ralph Henderson seconded the motion. Motion approved. Vote 5/0

Holiday Schedule for 2020:

Council Member Kristi Langkable made a motion to approve the 2020 holiday schedule. Council Member Ralph Henderson second. Motion approved. Vote 5/0

Morristown Matters:

Danielle Ebbert and Lesley Jones presented the planned meeting schedule for Morristown Matters For 2020. Talked about the Leprechaun 5k run on March 7th and a rain date of March 28th.

Council Member Larry Tracy made a motion to approve the Leprechaun Run. Council Member Ralph Henderson seconded the motion. Motion carried. Vote 5/0

Morristown requested a key to Dodds Hall because of retrieving items stored in Dodds Hall. Council Members approved.

Payment for Fire Service to Fire Board:

Council Member Larry Tracy made a motion to pay \$27,000 in 2020 for fire service. Council Member David Benefiel seconded the motion. Motion Carried. Vote 5/0

Council Member Kristi Langkable made motion to have continued work on fire board. Council Member David Benefiel seconded the motion. Motion approved. Vote 5/0

Council Member David Benefiel made a motion to pay members of the fire department by the Town in The sane way as in the past. Council Member Kristi Langkable seconded the motion. Motion approved. Vote 4 approved, Council Member Larry Tracy abstaining.

Council Member Kristi Langkable gave Town Attorney a resolution for the fire board for his review.

Legal Council:

Mark McNeely presented his contract for legal services in 2020. Council Member Kristi Langkable made A motion to approve. Council Member Larry Tracy seconded. Motion approved. Vote 5/0

Council Members Communication:

Brad Trittipo presented (Tammy Davis Request) a plan for Town Council Members to have separate e-mails for safety purposes.

Plan is to have e-mail and IPAD to be used for Town Business.

There would be 7 e-mail addresses and 7 IPADS.

Council Member Larry Tracy made a motion to approve the e-mail and IPAD proposal.

Council Member Kristi Langkable seconded the motion for E-mail addresses.

Council Member Tammy Davis seconded the motion for IPADS.

Motion approved. Vote 5/0

Tammy Davis submitted a copy of the letter sent to Chief Brandon Kleine of her Resignation as a member of the Morristown Volunteer Fire Department.

Adjourn:

Council Member Larry Tracy made a motion to adjourn. Council Member Ralph Henderson Seconded the motion. Motion approved. Vote 5/0

David Benefiel, President

Don Roberts – Clerk-Treasurer
January 8, 2020

OATH OF OFFICE

STATE OF INDIANA)

) SS:

COUNTY OF SHELBY)

I, TAMMY DAVIS do solemnly swear that I will support the Constitution of the United States and the State of Indiana, and that I will faithfully, honestly, and impartially discharge the duties of the office of Member of the Town of Morristown Planning Commission, according to law, and to the best of my skill and ability.

I hereby certify that I reside within the municipal boundaries of Morristown Indiana.

Tamera S. Davis

Signature

Tamera S. Davis

Printed Name

Subscribed and sworn to before me this the 8th day of January, 2020

Mark W. McNeely

Signature

Mark W. McNeely

Printed Name

Town Attorney & Notary

Title

COUNTY OF RESIDENCE: Shelby

DATE COMMISSION EXPIRES: 6/11/2021

OATH OF OFFICE

STATE OF INDIANA)

) SS:

COUNTY OF SHELBY)

I, DAVID BENEFIEL do solemnly swear that I will support the Constitution of the United States and the State of Indiana, and that I will faithfully, honestly, and impartially discharge the duties of the office of Member of the Town of Morristown ~~Planning Commission~~ ^{Town Council}, according to law, and to the best of my skill and ability.

I hereby certify that I reside within the municipal boundaries of Morristown Indiana.

David D. Benefiel

Signature

David D. Benefiel

Printed Name

Subscribed and sworn to before me this the 8th day of January, 2020

Mark W. McNeely

Signature

Mark W. McNeely

Printed Name

Town Attorney & Notary

Title

COUNTY OF RESIDENCE: Shelby

DATE COMMISSION EXPIRES: 6/11/2021

RESOLUTION 2020-1

A RESOLUTION OF APPRECIATION FOR THE SERVICES OF BILL WHITE AND SUE KEATON FOR THE
TOWN OF MORRISTOWN

BE IT RESOLVED by the Morristown Town Council, convened in regular session this 8th day of January, 2020, to memorialize the services of our colleagues, Bill White and Sue Keaton.

Bill White was appointed to the Redevelopment Commission of Morristown in 2006 and served until he was elected to the Morristown Town Council in 2008, serving for eleven years until the end of 2019.

Sue Keaton was elected to the Morristown Town Council in 2004, and served until 2007. Sue was further elected as Clerk Treasurer of Morristown in 2016, and served to the end of the year 2019.

Bill and Sue served with commitment, commonsense, grace, honesty and loyalty to the Town of Morristown. Each person acted with tolerance, respect, empathy, and compassion. Both made Morristown a fine place to live and do business.

On this day, the members of the Morristown Town Council express our deepest gratitude to Bill and Sue for their service to Morristown. We, the Town Council of Morristown, Indiana, name January 9th, 2020 as the Bill White and Sue Keaton Day in Morristown, Indiana.

We, the Town Council of Morristown, Indiana, request a copy of this resolution be placed in the minutes of this Council and a copy of this resolution be given to Bill White and Sue Keaton.

Respectfully submitted,



Larry Tracy, President, Morristown Town Council

Attest:



Mark W. McNeely, Attorney for the Board

TOWN OF MORRISTOWN 2020 HOLIDAY'S

The following is a list of the 2020 Holidays and the dates on which they will be observed:

Holiday	Day of Week	Date Observed
New Year's Day	Wednesday	January 1, 2020
Good Friday	Friday	April 10, 2020
Memorial Day	Monday	May 25, 2020
Independence Day	Saturday	July 4, 2020
Labor Day	Monday	September 7, 2020
Veterans Day	Wednesday	November 11, 2020
Thanksgiving Day	Thursday	November 26, 2020
Lincoln's Birthday	Friday	November 27, 2020
Washington's Birthday	Thursday	December 24, 2020
Christmas Day	Friday	December 25, 2020
New Year's Eve	Thursday	December 31, 2020

Calendar of Events

Morristown Matters meetings:

January 15th @ 7 PM at the community room

February 5th @ 7 PM

March 4th @ 6:30 PM

April 1st @ 6:30 PM

May 6th @ 6:30 PM

June 3rd @ 6:30 PM

July 8th @ 6:30 PM at the community room

March:

March 7th: 5K Leprechaun Run *7:30 start 10:00*

March 28th: rain date *start Legion
Stop Legion*

April:

April 11th evening: Egg your House

Pictures with Easter bunny:

April 4th 10am-12pm and 2pm-4pm

April 8th 5:30 PM to 7:30 PM

April 11th 5:30 PM to 7:30 PM

May:

May 16th @ 2PM Tractor Show

May 16th @ 11AM Cupcake War

July:

July 24th: Prince and Princess contest

July 25th @ 11am: Derby Days Parade

July 25th @ 6PM Color Run

Morristown Matters

Presents

**5K Leprechaun
Run**

**SAVE THE DATE
MARCH 7, 2020**

Be watching for more
details to be shared in
the next couple of
weeks!



DEDICATED DEVICES FOR THE TOWN BOARD

1

DEDICATED DEVICES FOR THE TOWN BOARD

- Purchase 5-7 Tablets for the Town Board, Treasurer, Inspector, Attorney
- Purchasing Tablets would allow
 - Dedicated Devices for receiving: Email, Documents and Presentations
 - Reduce the personal impact of Freedom of Information Act Request
 - Reduce number of copies required and reduce wasted paper
 - Each device would be dedicated to the individual
 - Cellular versions would allow communication away from the Wi-Fi and during emergencies
 - 3 yr. Life on Most Tablets, can be replaced every year under contract if Cellular

2

IPAD 10.2

32 GB OF STORAGE

- 10.2" Display
- Wi-Fi or Wi-Fi / Cellular Option
- Front and Rear Camera for Teleconference or Taking Pictures
- 10 hr. Battery Life
- Handwritten notes can be taken with optional Apple Pencil
- \$359.99

128 GB OF STORAGE

- 10.2" Display
- Wi-Fi or Wi-Fi / Cellular Option
- Front and Rear Camera for Teleconference or Taking Pictures
- 10 hr. Battery Life
- Handwritten notes can be taken with optional Apple Pencil
- \$459.99

3

IPAD 10.2

64 GB OF STORAGE

- 7.9" Display
- Wi-Fi or Wi-Fi / Cellular Option
- Front and Rear Camera for Teleconference or Taking Pictures
- 10 hr. Battery Life
- Handwritten notes can be taken with optional Apple Pencil
- \$429.99

256 GB OF STORAGE

- 7.9" Display
- Wi-Fi or Wi-Fi / Cellular Option
- Front and Rear Camera for Teleconference or Taking Pictures
- 10 hr. Battery Life
- Handwritten notes can be taken with optional Apple Pencil
- \$579.99

4

SAMSUNG GALAXY TAB S6

- 10.5" Display
- Wi-Fi or Wi-Fi / Cellular Option
- Front and Rear Camera for Teleconference or Taking Pictures
- 19 hr. Battery Life
- Expandable Storage to 512 GB with Micro SD
- \$629.99

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COMPARISON

IPAD 10.2 128 GB STORAGE

- 10.2" Display
- Wi-Fi or Wi-Fi / Cellular Option
- Front and Rear Camera for Teleconference or Taking Pictures
- 10 hr. Battery Life
- Handwritten notes can be taken with optional Apple Pencil
- More secure, less spam, very virus resistant
- \$459.99

SAMSUNG GALAXY TAB S6 128 GB STORAGE

- 10.5" Display
- Wi-Fi or Wi-Fi / Cellular Option
- Front and Rear Camera for Teleconference or Taking Pictures
- 19 hr. Battery Life
- Expandable Storage to 512 GB with Micro SD
- Susceptible to Spam, Viruses, Hacking
- \$629.99

6

ADDITIONAL ACCESSORIES

- Cases: \$15-\$50
- Screen Protectors: \$10-\$35

7

CELLULAR DATA

- Unlimited Data
- Verizon Coverage
- \$29.99 a month per device
- Current Verizon Bill is: \$428.12 (11 Devices Currently)
- 5 Devices: add \$149.95
- 7 Devices: add \$209.93

8

Email

Adding Additional Accounts

1

Reason For Email

- Ability to communicate large amounts of information at once and without the need for face to face communication with multiple individuals.
- Ability to share documents with multiple individuals with out having to create additional printed paper. This reduces lost and damage hard copies.
- Ability to verify delivery of a document or communication outside of normal business hours.
- Communication can occur when it is convenient for the receiver

2

Reason for Adding Additional Accounts

- Provide all Town Employees, Elected Officials and Inspectors secure and official government domain emails (10-12 email addresses total)
- Eliminate the need for employees or elected officials to use personal or general email addresses for official business.
 - Needed to reduce the impact of a Freedom of Information Request
 - Less Spam & Viruses on official domains
 - Official domain email address shows association to the government body allowing for proper communication with other government bodies

3

Town's Current Email Situation

- 7 Email Accounts currently in use by the town
 - Sue, Elaine, Henry, Dave, Gary, Don and Brad
- Email host is NineStar Communications
- Email is Microsoft Office 365 Based
- Accessed by Web Portal, Email Software, Mobile Device
- We currently own two domains:
 - morristown.in.gov (Website) & morristownin.us (Email & Backup Website)
 - Only Morristownin.us is currently active

4

Email Host Options

5

Office 365 Plans Purchased through Microsoft

Office 365 E3

- Current Plan
- Office Online with Download of Programs
- The latest desktop version of Office
- Outlook (Email)
- Word, Excel, PowerPoint
- 1 TB of Cloud Storage
- Download on 5 Phones, Tablets, PC or Macs
- \$12 a Month Paid Monthly

Office 365 E1

- Email: 50 GB mailbox per user and send attachments up to 150 MB
- Office Mobile Only (Word, Excel, PowerPoint) up to 5 Devices
- 1 TB of Cloud Storage
- \$8 a Month Paid Monthly

6

Google Apps for Government

- Google Apps for Government
 - Unlimited number of accounts
 - Free General accounts such as Morristown@MorristownIN.US
 - 30 Gigs of Storage Per User
 - \$6 & \$12 accounts based on options.
 - Web portal, mobile device and email software access
 - We can add and remove emails in-house instead of sending request to an outside company. Reduced cost of

7

Google Doc for Government Options

\$6 per Month Per User

- Business email addresses (name@yourcompany.com)
- Video and voice calls
- Integrated online calendars
- 30GB of online storage for file syncing and sharing
- Online text documents, spreadsheets and slides
- Easy to create project sites
- Security and admin controls
- 24/7 phone and email support

\$12 per Month Per User

- Unlimited Storage (or 1TB per user if fewer than 5 users)
- Advanced admin controls for Drive
- Audit and reporting insights for Drive content and sharing
- Google Vault for eDiscovery covering emails, chats, docs and files
- Easily search and export to different formats
- Archive all emails sent by your company
- Set message retention policies
- Place and enforce litigation holds on inboxes

8

Next Steps

9

Questions to Ask NineStar

- Do we have any outstanding accounts that need removed?
- Can we transition to adding the accounts ourselves to minimize cost?
- What is our cost if they maintain only our IT, Internet, Phone.

10

Next Steps

- Continue with NineStar or switch to Google Docs
- Transition period if we switch (minimize down time)
- Do we transition to maintaining our own Office 365 Account and Email leaving NineStar to maintain IT, Internet, Phone?
- Do we switch to one Domain to eliminate confusion between email and webpage domains?

Tamera S. Davis
359 N. Morrison St
Morristown, In 46161
12/28/2019

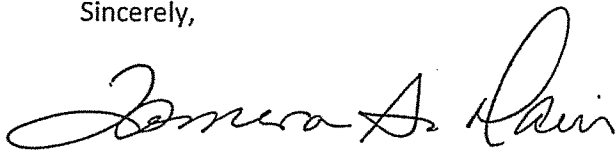
Brandon Kleine
Chief
Morristown Volunteer Fire Department
Morristown, In 46161

Dear Brandon Kleine:

It is with a heavy heart that I submit my resignation. The last 18 years at Morristown Volunteer Fire Department has been an amazing experience. However, at this time, I have decided to serve our community as a member of the Morristown Town Council.

My last day at MVFD will be December 31, 2019.

Sincerely,

A handwritten signature in black ink, appearing to read "Tamera S. Davis". The signature is fluid and cursive, with the first name "Tamera" being more prominent and the last name "Davis" following in a similar style.

Tamera S. Davis

CC: Morristown Town Council