

# Lynnville Town Council

## July 2, 2019 Agenda

**CALL TO ORDER:** PLEDGE OF ALLEGIANCE

**APPROVAL OF MINUTES:** June 4, 2019 and June 7, 2019

**APPROVAL OF CURRENT BILLS:** June 5, 2019 – July 2, 2019

**TREASURY REPORT:** Lauri Stockus

**DELINQUENT BILLS:** Due date-July 10, 2019

**ADJUSTMENTS:** Pool Fills

1. \$41.11
2. \$1859.13

**NEW BUSINESS:** Brett Kruse- Request for dead tree to be cut down  
Culver letter sent  
Lease Termination letter sent  
Employees using personal vehicles during work

**OLD BUSINESS:** Nuisance Complaints – **deadline to have property cleaned for people served**  
Update on water heater – per Byer’s needs a suppression tank –**measured for parts for estimate**  
Update Park entrance signs  
Culvers  
Shutters and landscaping at Town Hall – **received one estimate on landscaping but others have not come in yet**  
Windows for Community Center  
Recreational building parking area redesign and repair

**OTHER BUSINESS:**

**REPORTS:** J. William Bruner, Attorney - Absent

Lauri Stockus, Clerk-Treasurer  
-Monthly Routine Checklist  
-Working of USDA annual report  
-Continue working on 2020 Budget  
Tim Reibold, Fire Department

**Sarah Kolley, Park**

**Bryan Flowers, Town Marshall**

**Steve Bailes, Water/Sewer Operator**

- Daily work logs for Steve, Gary, Eric, Robert M and Robert S
- Update of Red Sage pothole repair
- Update of culvert clean out on 4<sup>th</sup> St and 1<sup>st</sup> and Oak
- Update on Old Petersburg Rd pipe – Steve needs more time to get estimates

**ADJOURNMENT**

**NEXT MEETING: July 16, 2019**

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

**Town of Lynnville**  
**July 02, 2019**

**Present: Stacy Tevault, Doris Horn, Lauri Stockus, Rachel Titzer**

**Absent: William J Bruner**

Call to Order

Moment of Silence. Pledge of Allegiance

Stacy introduces Rachel Titzer as a new member of the Town Board. She took office as of today, July 2, 2019. Rachel expresses her excitement and eagerness to work with the Town Board.

**Approval of Minutes:** Stacy makes the motion to approve the minutes from the meetings 06/04/2019 and 06/07/2019 (executive meeting). Doris seconded. All in favor. Motion carries.

**Approval of Current Bills:** Doris makes the motion to approve the current bills 06/05/2019-07/02/2019. Rachel seconded. All in favor. Motion carries.

**Treasury Report:** Lauri Stockus - tabled report tonight as there is no power. Lauri was unable to print off the balances. The report will be given at the next meeting.

**Delinquent Bills:** Due date July 10, 2019 Doris makes the motion to disconnect any accounts not paid by the delinquent date. Rachel seconded. All in favor. Motion carries.

**Adjustments:**

1. Amy Huffman \$41.11 for pool fill. Doris makes a motion to approve the adjustment. Rachel seconded. All in favor. Motion carries
2. Tecumseh High School \$1859.13 for pool fill. Doris makes a motion to approve the adjustment. Rachel seconded. All in favor. Motion carries.

**New Business:**

Brett Kruse requests to remove a dead tree on his park lease. Pictures have been provided to the Town Council. He was unable to appear tonight. Stacy informed she would entertain the request before the board as long as pictures were provided. The tree is dying and fear is if the tree falls it will take out his residence. Doris makes the motion to approve the request for the tree to be cut down. Rachel seconded. All in favor. Motion carries.

Culvert Letter sent to residents on 68: When the letter was received by residents, contact from resident was made with the town. They had been making arrangements to have that culvert repaired. They had an issue with the gas line that ruptured on Friday. Doris states that water is running through our street. She also states that Steve needs to clean out some limbs between Vine and the old Garage area of the

Weisheit property so the water can run freely. Stacy states she knows there are some culverts running under the roads in town such as 4th street. Stacy explains that some of the culverts under the roads may have to be torn up and replaced as a lot of them are old and dated. Doris recalls advice given about the April Jones property where they were told the fire department could go up there by back drain and blow that out it would keep it from draining down into the yard. Stacy says this might be something to check into we just don't want to blow out too much that would be a whole other issue.

Lease Termination: Wigodinski Lease-Mr. Bruner sent the letter concerning subleasing. This was addressed at the last meeting. Mr. Bruner should be at the second meeting of the month and we will wait for an update at that meeting to address this.

Employees using personal vehicles during work: Stacy states she will contact Steve to discuss this. There have been times when employees have had to use their personal vehicles during work hours to haul equipment to do work and they shouldn't have to do that (per Stacy). Stacy states she will call the employees and see if she can get the issue addressed since Steve is unable to be at the meeting tonight.

At this time Stacy introduces Sandy Wire. Sandy was not scheduled to speak but was asked to be put on the agenda. Sandy owns property on 3rd St. Ms. Wire states that they have been working on cleaning up the property. She has taken pictures of the culvert on the road and she would like the council to see them. She fears a kid or dog will get in there and not get out. Doris asks where exactly this culvert is located. She is given a better description by Ms. Wire and Stacy. Ms. Wire accesses the pictures on her phone and points out the grate over the culvert to show the council that it is barely hanging in there. Stacy says she will get ahold of Steve to look at the culvert and get a cost estimate to fix it right away. Ms. Wire says her other concern is across the street, the trash. Doris and Stacy assure her that they are aware of that situation and tell Ms. Wire that a complaint has been filed on that property. Stacy asks Ms. Wire if she would like to file a complaint. She declines stating she just wants to bring it to their attention. Stacy explains that this is the problem. People need to fill out the complaint forms or a board member is forced to do it and then the board member cannot vote on the complaint. Ms. Wire also brings attention to the Leslie property by the old Aigner Apartments. She states there is a large piece of metal by the telephone pole that may be an old property stake. Ms. Wire is afraid a child riding a bike could be hurt if they had a wreck. Doris asks where this is located. Stacy explains this is near 4th St out by Tim's.

#### **Old Business:**

#### **Nuisance Complaints**

1. William Jines appears before the council. Stacy and Doris state that they have driven by the property and agree that progress has been made and they are pleased with it so far. Stacy states that Mr. Jines will be given another 30 days to complete the improvements. If the council agrees that it is complete before the August 6, 2019 meeting Lauri will reach out to Mr. Jines and he will not need to appear. If he does not hear from Lauri he should plan to attend the August 6, 2019 meeting.

2. Martha Gore appears before the council. Stacy states that she has seen the tree is down at the property and the mowing has been kept up. Stacy explains to Ms. Gore that the problems addressed in the complaint have been taken care of and she is good.
3. Tom Jones appears before the council. Doris asks Mr. Jones how long he needs to complete the improvements. They agree that he will come back August 6, 2019 and as long as progress is being made the council is fine with that and will grant an extension if needed. Mr. Jones addresses the council stating that the wording of the complaint needs to be changed. The complaint is worded as you may attend and should be worded more strongly in his opinion. Stacy states the first letter is worded this way but the second letter is more strongly worded from the attorney. Stacy does thank him for bringing that to their attention.
4. David Kiper does not appear before the council. Stacy states she has been by the property and it is in order. Doris agrees. Stacy states that his obligation is complete.

Update on water heater: Lauri states that they came and measured for the suppression tank. They will put a bid together and have not contacted me with that at this time. They did say they are very busy with the heat at this time.

Update on Park Entrance Signs: The contracts will be signed and given to Lauri. She will reach out to Custom Signs to let them know it has been done. Stacy states when she spoke with the contact at Custom Signs the contact stated that she would try to push the project forward since it is a 4-8 week time period and there was some confusion.

Update on Shutters and Landscaping at Town Hall: One bid for landscaping has been received. Lauri has estimates for designs for the front and side. Stacy asks Lauri to reach out to other companies for design bids so she can make a motion at the next meeting. Doris states she will have someone who does windows measure for the shutters as previous measurements taken have all been off by an inch to an inch and a half.

Windows for the Community Center: Doris states she likes Window World and she has spoken with Mr. Bruner about the guarantees and warranties. Stacy states she is concerned about the budget for the Community Center after looking at the line item there is not a lot of money there. Stacy states that after putting windows in, the bills for the community center still need to be paid. Stacy agrees that updates need to be made. Doris states that the windows in the kitchen are leaking and ruining the window seals. Sarah states there is black mold on the drywall. Stacy says that the windows should be done before the cosmetic issues are addressed. Stacy does not want to put the budget for the community center in jeopardy. Stacy asks Rachel if she feels comfortable making a decision about the windows now or if she would like more time to look at the information before making a decision. Rachel states she would like more time to look at the information. Stacy will table this until the next meeting.

Recreational building parking area redesign and repair: Doris states this is money that was encumbered because we didn't want to lose it. Stacy states that was the road. Lauri states this was at Easter when she (Doris) told Lauri to write this down. Stacy states Metzger had done \$178,000 worth of jobs and

\$63,000 was reappropriated and encumbered for road work. Lauri explains that there is a list of roads in the resolution that shows the appropriations. Stacy decides to table this.

**Sarah Kolley:**

Sarah gives Doris a map with names of Leases.

Doris states that a gentleman had a concern about kayakers not getting their kayaks out of the water quickly enough when a storm was coming in. Boats were in the water for 45 minutes waiting on the kayakers to dry off their kayaks at the boat ramp. Sarah suggests a sign stating loading/unloading for kayakers at the little dock where the boat rental is.

Sarah also request that the stop sign be moved back where it used to be and the guest registration/check in sign be placed under the stop sign. Sarah asks if John can move that back. Stacy states she personally doesn't care. Stacy tells Sarah you guys work back there you know the flow of the traffic and what is going to work best if that is what you want to do then do it. Stacy states this is her opinion and asks if anyone else has an issue with it and no one else does.

Sarah also informs the council that the hose for the dump station broke sometime in the winter. John has looked at it and said it needs to be redone. The water is spraying out and isn't cleaning the system. Sarah said she has had three people ask when it is going to be fixed. Stacy asks if Holmes should be contacted and Doris suggests calling Scales Lake and asking them who they use. Stacy states that if it is someone that the town hasn't used before to make sure Lauri vets them. Stacy says to contact Scales Lake but if a timely answer isn't received then contact Holmes. Stacy instructs Sarah to get pricing and if it is high then we can discuss it at a meeting if it is low then it is a phone call.

**Steve Bailes:**

Monday a guy will be coming in to give me a bid on the meters.

Pump stations are being put in. SPR's are poured for concrete. A 2 inch line was hit that we had to repair.

Riding mower was down it is a belt but I got a new belt.

Stacy informs Steve that residents have stated they have seen employees hauling town equipment in personal vehicles. Stacy states this should not be happening as the town has a new truck, an old truck and an UTV. Stacy states they should not be driving their personal vehicles because she doesn't know that our insurance will cover that. Steve explains that Gary is using the vehicle to go out and check the pump station and do meter readings. Steve states that he needs to get an extender for the UTV to put the trailer on it. My truck can be used but it sits too high to put the trailer on it. Stacy states then we probably need to get the extender for the UTV so go ahead and get that purchased. Stacy states her concern would be that insurance might not cover personal vehicles. Stacy said she doesn't want residents upset thinking why is the town buying these new trucks and then the employees are not using them to haul the equipment. Stacy states I don't mind certain instances when something comes up but

we need to be really careful with the equipment and things like that. Stacy says that she realizes this may not be fixed immediately but with the three vehicles they should try to find a way to make things work in the meantime. Stacy suggests that Gary drive the UTV for his stuff and the old truck be used to haul the equipment. Doris asks if the oil in the truck and UTV have been changed. Steve says the UTV oil has been changed but not the truck. Doris asks if the oil was changed by the company because it is under warranty. Steve states that the warranty requires using Polaris products and that has been done.

Stacy asks about an update on culvert cleaning on 4th St, 1st and Oak. Steve says those have been taken care of. Also update on Red Sage pothole repair. Steve states this will be done in the morning. Update on Old Petersburg Rd pipe - working on estimates.

**Tim Reibold:**

The grass area behind building is holding water and the water is coming inside the building. I have an estimate from Lutz to do the entire thing for \$8500. When this issue is fixed we are going to look at the ditch to get it fixed so it actually drains.

Tomorrow we are hosting the county chiefs meeting, every two months we rotate different departments.

We have had an A/C unit repaired.

We also have a couple new members. Sarah Sorenson has resigned as she no longer meets the by-law requirements. Another new person is filling out an application now.

**Lauri Stockus:**

Stacy states that Lauri provides a Monthly Routine Checklist for the Town Council to go over.

Lauri has completed the USDA annual report and states she is continuing to work on the 2020 budget. July 24th there will be a meeting to go over everything for the budgets in Boonville.

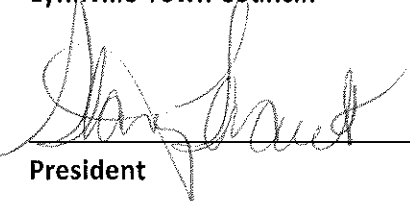
Stacy states it has been nice that Lauri is getting everything automated. It is giving everyone a better understanding of what the bottom line is with these budgets and it has been helpful. We appreciate all that work.

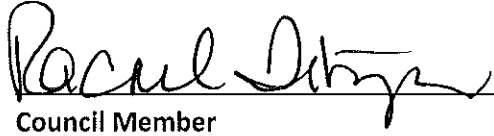
Rexanna Nuhring wanted to tell Rachel good luck and it is good to have her.

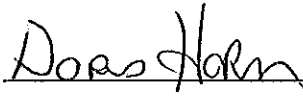
**Next Meeting July 16, 2019 at 6:00pm**


Doris makes the motion to adjourn the meeting. Stacy seconded. All in favor. Meeting is closed.

Lynnville Town Council:

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Council Member

  
\_\_\_\_\_  
Council Member

Attest:   
\_\_\_\_\_  
Clerk-Treasurer

July 2, 2019

- 1 Tim Reibold
- 2 Mudd Fortin
- 3 Tootie Foster
- 4 Sandy WIRE
- 5 William R. Jincott
- 6 Bennie Erwin
- 7 Trisk Erwin
- 8 Sarah C. Kolday
- 9 Roxanna Mubring
- 10
- 11
- 12
- 13
- 14
- 15

# ACCOUNTS PAYABLE VOUCHER REGISTER SUMMARY

TOWN OF LYNNVILLE

GOVERNMENTAL UNIT

AGENCY

APV Register Batch - July 2, 2019 Board Meeting

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General Form No. 364 (1997) APVREGISTER\_SUM.FRX

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Check Date	Vendor	Name of Claimant	Office Department	Amount of Voucher	Amount Allowed	Warrant	Check/Memorandum (See Note (2) Above)
/ /	18	LIFESHIELD-MULTI-PLAN	PAYROLL NET	391.57			Steve Bailes insurance - MVH 15%
06/17/2019	1602	PAYROLL	PARK-HEAD	3205.27	3205.27	1001	Park Manager
06/18/2019	191	A T & T MOBILITY	PARK-PHONE /	76.52	76.52	1002	Monthly service - 1/3 total
06/19/2019	197	ADVANCED DISPOSAL	PARK-SANITATIO	272.63	272.63	1003	Monthly service
06/19/2019	205	FIRST ADVANTAGE	PARK-INSURANC	1223.00	1223.00	1004	Work Comp renewal
06/19/2019	200	WEX BANK	PARK-EQUIPMEN	249.62	249.62	1005	Monthly service
08/20/2019	241	SAM'S CLUB MC/SYNCB	PARK-OPERATIN	364.63	364.63	1006	Cleaning and janitorial supplies
06/26/2019	1	VECTREN ENERGY DELIVERY	PARK-NATURAL	89.26	89.26	1007	Monthly service
06/26/2019	31	DUKE ENERGY	PARK-ELECTRIC	24.51	24.51	1008	Outdoor lighting
06/27/2019	1602	PAYROLL	PARK-HEAD	2944.76	2944.76	1009	Park Manager
07/02/2019	1203	LYNNVILLE UTILITIES	PARK-WATER /	734.77	734.77	1010	Monthly service
07/02/2019	3	OFFICE THREE SIXTY, INC	PARK-OFFICE	159.82	159.82	1011	Toner
07/02/2019	31	DUKE ENERGY	PARK-ELECTRIC	2241.02	2241.02	1012	Monthly service
07/02/2019	52	EVANSVILLE WORM RANCH,	PARK-OPERATIN	74.80	74.80	1013	Red Wigglers 10@ \$1.70
07/02/2019	115	PETTY CASH	PARK-OFFICE	7.00	7.00	1014	Basket for dropbox
07/02/2019	141	OETH FARM SERVICES, INC.	PARK-ROADS /	681.32	681.32	1015	Rock #53
07/02/2019	152	FRONTIER	PARK-PHONE /	127.45	127.45	1016	Monthly service
07/02/2019	210	B-HIVE PRINTING	PARK-OPERATIN	48.00	48.00	1017	Uniform shirts
06/17/2019	25	THIENEMAN CONSTRUCTION,	SEWER	31025.00	31025.00	1018	OCRA GRANT
07/02/2019	220	TRACTOR SUPPLY CREDIT	PARK-MISC	92.57	92.57	1018	Landscaping supplies
06/17/2019	27	ECONOMIC DEVELOPMENT	SEWER	6000.00	6000.00	1019	OCRA GRANT
07/02/2019	243	MENARDS - EVANSVILLE	PARK-BUILDING	83.60	83.60	1019	Supplies to clean/repair shower house
07/02/2019	253	BYERS HEATING & AIR	PARK-BUILDING	159.89	159.89	1020	Service A/C (2 units)
06/24/2019	25	THIENEMAN CONSTRUCTION,	SEWER	59218.15	59218.15	1020	Contractor's Application #4
06/24/2019	213	COMMONWEALTH	SEWER	23358.96	23358.96	1021	Resident Project Representative
07/02/2019	255	DORIS HORN	PARK-OPERATIN	183.72	183.72	1021	Easter Egg Hunt supplies
07/02/2019	260	CELEBRATION ICE, LLC	PARK-OPERATIN	110.00	110.00	1022	20lb 15@ \$2.00
07/02/2019	265	STEVE ORTH	PARK-OPERATIN	243.75	243.75	1023	Bundles of wood 40@ \$3.75
07/02/2019	99999	Lauri Stockus	PARK-MISC.	83.56	83.56	1024	Food for annual ILMCT Conference - 1/5
06/05/2019	152	FRONTIER	PHONE /	113.04	113.04	1299	Monthly service
06/17/2019	1602	PAYROLL	BUILDING /	45.00	45.00	1300	Fire-Building/Grounds
06/19/2019	197	ADVANCED DISPOSAL	BUILDING /	44.31	44.31	1301	Monthly service
06/24/2019	200	WEX BANK	FUEL FOR	150.80	150.80	1302	Monthly service
06/26/2019	191	A T & T MOBILITY	PHONE /	102.71	102.71	1303	Monthly service
06/26/2019	1	VECTREN ENERGY DELIVERY	NATURAL GAS	30.63	30.63	1304	Monthly service
06/27/2019	1602	PAYROLL	BUILDING /	81.00	81.00	1305	Fire-Building/Grounds
07/02/2019	1203	LYNNVILLE UTILITIES	WATER / SEWER	34.27	34.27	1306	Monthly service - 1/2 total
07/02/2019	31	DUKE ENERGY	ELECTRIC	222.01	222.01	1307	Monthly service
07/02/2019	151	NICHOLS FIRE & FLEET INC.	VEHICLE	362.22	362.22	1308	Repairs to fire truck
07/02/2019	152	FRONTIER	PHONE /	133.16	133.16	1309	Monthly service

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Check Date	Vendor	Name of Claimant	Office Department	Amount of Voucher	Amount Allowed	Warrant	Check/Memorandum (See Note (2) Above)
07/02/2019	253	BYERS HEATING & AIR	BUILDING /	172.44	172.44	1310	Service A/C (2 units)
07/02/2019	1202	LYNNVILLE VOL FIRE DEPT	PHONE /	708.32	708.32	1311	Reimbursement- Directlv
07/02/2019	99999	Lauri Stockus	TRAVEL	83.56	83.56	1312	Food for annual LMCT Conference - 1/5
07/02/2019	253	BYERS HEATING & AIR	COMM CNTR-	86.23	86.23	2124	Service A/C
06/27/2019	1602	PAYROLL	COMM CNTR-	145.33	145.33	2125	Community Center-Repairs/Maint
07/02/2019	1203	LYNNVILLE UTILITIES	COMM	34.27	34.27	2126	Monthly service - 1/2 total
07/02/2019	31	DUKE ENERGY	COMM	69.65	69.65	2127	Monthly service
06/04/2019	1214	LYNNVILLE SEWER UT	TRANSFERS	2179.48	2179.48	3148	Sewer portion of utility bills
06/05/2019	152	FRONTIER	MISC EXPENSE	187.14	187.14	3149	Monthly service
06/05/2019	1214	LYNNVILLE SEWER UT	TRANSFERS	2763.05	2763.05	3150	Sewer portion of utility bills
06/15/2019	1602	PAYROLL	SALARIES	2469.65	2469.65	3151	Water Wages
06/17/2019	1602	PAYROLL	SALARIES	1006.23	1006.23	3152	Water Wages
06/17/2019	1602	PAYROLL	SALARIES	729.61	729.61	3153	Water Wages
06/19/2019	31	DUKE ENERGY	PURCHASAED	503.45	503.45	3154	Monthly service
06/18/2019	191	A T & T MOBILITY	MISC EXPENSE	153.05	153.05	3155	Monthly service - 1/3 total
06/18/2019	152	FRONTIER	MISC EXPENSE	90.82	90.82	3156	Monthly service
06/19/2019	235	BFI WASTE SERVICES OF	SLUDGE	734.96	734.96	3157	Monthly service
06/19/2019	205	FIRST ADVANTAGE	INSURANCE	2274.00	2274.00	3158	Work Comp renewal
06/19/2019	200	WEX BANK	TRANSPORTATIO	403.98	403.98	3159	Monthly service
06/20/2019	57	MARCUS JOLLY	PROFESSIONAL	750.00	750.00	3160	Training for Steve Bailes
06/20/2019	57	MARCUS JOLLY	PROFESIONAL	750.00	750.00	3161	Training for Steve Bailes
06/20/2019	241	SAM'S CLUB MC/SYNCB	MATERIALS AND	781.78	781.78	3162	Printer, Ink cartridge, safety vests, misc
06/26/2019	1	VECTREN ENERGY DELIVERY	PURCHASAED	2769.72	2769.72	3163	Monthly service
06/27/2019	1602	PAYROLL	SALARIES	5033.12	5033.12	3164	Water Wages
06/01/2019	904	INDIANA DEPT OF	SALES TAX	600.00	600.00	3165	Estimated Utility Tax
07/02/2019	3	OFFICE THREE SIXTY, INC	MATERIALS AND	127.81	127.81	3166	Copy paper and toner
07/02/2019	6	SIMON'S ELECTRONICS	PROFESIONAL	1182.05	1182.05	3167	Repair Thermal Unit
07/02/2019	16	HYDROMAX USA LLC	PROFESIONAL	860.00	860.00	3168	Vacuumed and washed down lift station
07/02/2019	17	SOUTHERN BUSINESS	MATERIALS AND	141.45	141.45	3169	Ink cartridge for postage machine
07/02/2019	31	DUKE ENERGY	PURCHASAED	255.61	255.61	3170	Monthly service
07/02/2019	33	ALTSTADT PLUMBING	PROFESIONAL	383.40	383.40	3171	Repair pump station - minus sales tax
07/02/2019	34	BRENNTAG MID-SOUTH, INC	CHEMICALS	2044.08	2044.08	3172	Sulfur Dioxide and Chlorine
07/02/2019	152	FRONTIER	MISC EXPENSE	365.19	365.19	3173	Monthly service
07/02/2019	195	CD ENVIRONMENTAL, INC.	PROFESIONAL	671.00	671.00	3174	Rebuild sulfer regulator
07/02/2019	210	B-HIVE PRINTING	MISC EXPENSE	271.54	271.54	3175	Shipping of water samples
07/02/2019	220	TRACTOR SUPPLY CREDIT	MATERIALS AND	21.28	21.28	3176	10ft PVC
07/02/2019	276	NCL OF WISCONSIN, INC	CHEMICALS	70.21	70.21	3177	Ammonium Hydroxide
07/02/2019	502	ENVIRONMENTAL	PROFESSIONAL	810.00	810.00	3178	State water testing HAA5
07/02/2019	1605	PATOKA LAKE REGIONA W &	PURCHASED	7395.93	7395.93	3179	Monthly service
07/02/2019	2101	HD SUPPLY FACILITIES	MATERIALS AND	915.44	915.44	3180	pH Electrode

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07/02/2019	99999	Lauri Stockus	MISC EXPENSE	167.12	167.12	3181	Food for annual ILMCT Conference - 1/5
06/05/2019	152	FRONTIER	MISC EXPENSE	176.99	176.99	3508	Monthly service
06/01/2019	255	DORIS HORN	PAYROLL-AFLAC	121.56	121.56	5745	Reimburse for extra AFLAC deduction-Pre
06/01/2019	99999	Stacy Tevault	PAYROLL-AFLAC	13.92	13.92	5746	Reimburse for extra AFLAC deduction -
06/04/2019	99999	Lauri Stockus	PAYROLL-AFLAC	36.60	36.60	5747	Reimburse for extra AFLAC
06/01/2019	99999	RAINA GALLOWAY	PARK-OPERATIN	100.00	100.00	6039	Deposit refund for Recreationsl Building
06/01/2019	99999	SHERRIE MASON	PARK-OPERATIN	100.00	100.00	6040	Deposit refund for Recreational Building
06/01/2019	99999	AMY TITZER	PARK-OPERATIN	100.00	100.00	6041	Deposit refund for Recreational Building
06/01/2019	99999	SABRINA WOEHLER	PARK-OPERATIN	100.00	100.00	6042	Deposit refund for Recreational Building
06/01/2019	99999	A.J. ALSTOTT	PARK-OPERATIN	100.00	100.00	6043	Deposit refund for Recreation Building
06/05/2019	152	FRONTIER	PHONE /	199.01	199.01	6044	Monthly service
06/05/2019	152	FRONTIER	PARK-PHONE /	127.45	127.45	6045	Monthly service
06/05/2019	31	DUKE ENERGY	ELECTRIC	637.80	637.80	6046	Monthly service
06/05/2019	31	DUKE ENERGY	PARK-ELECTRIC	1296.91	1296.91	6047	Monthly service
06/05/2019	215	RICOH USA, INC.	PRINTING /	16.03	16.03	6048	Monthly service
06/01/2019	99999	TOWN OF LYNNVILLE	FIRE HYDRANT	5000.00	5000.00	6049	1st half of 2019 hydrant rental
06/15/2019	1602	PAYROLL	MVH-WAGES	302.77	302.77	6050	MVH Wages
06/17/2019	1602	PAYROLL	GEN-CLERK-TRE	706.58	706.58	6051	Gen Clerk Treasurer
06/17/2019	1602	PAYROLL	GEN-SEASONAL	110.01	110.01	6052	Gen Extra Help
06/19/2019	31	DUKE ENERGY	ELECTRIC	213.34	213.34	6053	Monthly service - 207 Main St
06/19/2019	205	FIRST ADVANTAGE	TOWN	214.00	214.00	6054	Work Comp Renewal
06/20/2019	2005	TRANSFEROF FUNDS	GEN-UNAPPROP	90221.23	90221.23	6055	Spring Settlement for Fire Territory
06/20/2019	241	SAM'S CLUB MC/SYNCB	LRS-STREET	45.41	45.41	6056	Concrete mix and rake to repair roads
06/26/2019	1	VECTREN ENERGY DELIVERY	NATURAL GAS	111.76	111.76	6057	Monthly service - 207 Main St
06/27/2019	1602	PAYROLL	GEN-BOARD	1773.76	1773.76	6058	Gen Council
07/02/2019	1203	LYNNVILLE UTILITIES	WATER / SEWER	79.06	79.06	6059	Monthly service - 207 Main St
07/02/2019	26	ANNASTASHIA MARSHALL	PROFESSIONAL	62.50	62.50	6060	Monthly service
07/02/2019	152	FRONTIER	PHONE /	199.01	199.01	6061	Monthly service
07/02/2019	215	RICOH USA, INC.	PRINTING /	16.69	16.69	6062	Monthly service
07/02/2019	220	TRACTOR SUPPLY CREDIT	CCI	309.61	309.61	6063	Mulch
07/02/2019	249	KARLA KOLLEY	CLEANING	100.00	100.00	6064	Monthly service
07/02/2019	253	BYERS HEATING & AIR	BUILDING REPAIR	336.89	336.89	6065	Service A/C - 207 Main St
07/02/2019	99999	JANA TAYLOR	MISC. REPAIRS /	30.72	30.72	6066	Key for rolling cabinet
07/02/2019	99999	LAURI STOCKUS	TRAVEL	114.90	114.90	6067	Food for annual ILMCT Conference -1/5
07/02/2019	99999	Stacy Tevault	TRAVEL	31.32	31.32	6068	Milage to Economic Developement meeting
06/15/2019	1602	PAYROLL	PAYROLL	2043.23	2043.23	14669	Net Entry
06/17/2019	1602	PAYROLL	PAYROLL	1228.21	1228.21	14672	Net Entry
06/17/2019	1602	PAYROLL	PAYROLL	3158.81	3158.81	14675	Net Entry
06/17/2019	2005	TRANSFEROF FUNDS	GEN-UNAPPROP	37025.00	37025.00	14682	AWARD: CFDA 14.228, B-16-DC-18-0001
05/30/2019	307	INVOICE CLOUD - BILL PAY	MISC EXPENSE	86.40	86.40	14732	Invoice cloud

# ACCOUNTS PAYABLE VOUCHER REGISTER SUMMARY

TOWN OF LYNNVILLE

GOVERNMENTAL UNIT

AGENCY

APV Register Batch - July 2, 2019 Board Meeting

Page 4 of 4 Pages

Installed by the TOWN OF LYNNVILLE-2018

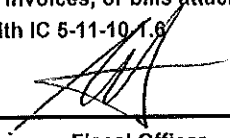
General Form No. 364 (1997) APVREGISTER\_SUM.FRX

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)
05/31/2019	1208	LYNNVILLE WATER UT	TRANSFERS	51.50	51.50	14733	Deposit to wrong account
05/01/2019	2005	TRANSFEROF FUNDS	PARK-OPERATIN	111146.88	111146.88	14739	Combine 205 and 204 Park Funds
06/27/2019	1602	PAYROLL	PAYROLL	7439.68	7439.68	14754	Net Entry
07/01/2019	20	AFLAC	PAYROLL-AFLAC	259.40	259.40	14759	Monthly service
07/01/2019	2005	TRANSFEROF FUNDS	SALARIES AND	332.84	332.84	14762	Steve Bailes July insurance - Sewer 50%
07/01/2019	2005	TRANSFEROF FUNDS	MVH-INSURANCE	58.73	58.73	14763	Steve Bailes July insurance - MVH 15%
07/01/2019	2005	TRANSFEROF FUNDS	TRANSFERS	12000.00	12000.00	14764	July transfer to Bond and Interest Fund
		Checks: 0- 14764		453892.76	453501.19		

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 5-11-10-1.6

7/2 2019



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 4 pages and except for accounts payables not allowed as shown on the Register such accounts payables are hereby allowed in the total amount of \$ 453892.76.

Dated this 2nd day of July 2019.

Stacy Terault

Stacy Terault

Department Head signature

Doris Horn

Doris Horn

Rachel Titzer

Rachel Titzer

Signatures of Governing Board

1

LYNNVILLE UTILITIES  
ADJUSTMENT FORM

NAME: Amy Huffman

DATE: 10/30/19

ACCOUNT # 109 Deer Ln  
70225701

Water or Wastewater (Circle One)

Reason for Adjustment:

Pool fill

Avg \$94.78

Amount of Adjustment requested: \$41.11

Amount of Adjustment approved: \_\_\_\_\_

Board Signatures:

Rogel J. [Signature]

[Signature]

[Signature]

Date approved: 7/2/2019

2

LYNNVILLE UTILITIES  
ADJUSTMENT FORM

NAME: Tecumseh H.S.

DATE: 6/30/19

ACCOUNT # 139 0000

Water or Wastewater (Circle One)

Reason for Adjustment:

Filled Swimming Pool

Amount of Adjustment requested: 1859.13

Amount of Adjustment approved: \_\_\_\_\_

Board Signatures:

[Signature]

[Signature]

[Signature]

Date approved: 7/2/2019

70,000 ~~gallons~~  
gallon

## Brett Kruse tree pictures

From: Stacy C. Tevault (stevault@lnbcorp.com)

To: jastockus@yahoo.com; townoflynnville@frontier.com

Date: Friday, June 14, 2019, 10:49 AM CDT

I have attached photos of a dying/ dead tree that is located on Brett Kruse's leased grown. He has asked for me to get it ok'd at the next meeting but he will not be in attendance. That is why he has sent the pictures early. Please get in on our next agenda.

Thank you

Stacy Tevault


**From:** 8124801921@mms.att.net [mailto:8124801921@mms.att.net]


**Sent:** Friday, June 14, 2019 10:45 AM


**To:** Stacy C. Tevault <stevault@lnbcorp.com>

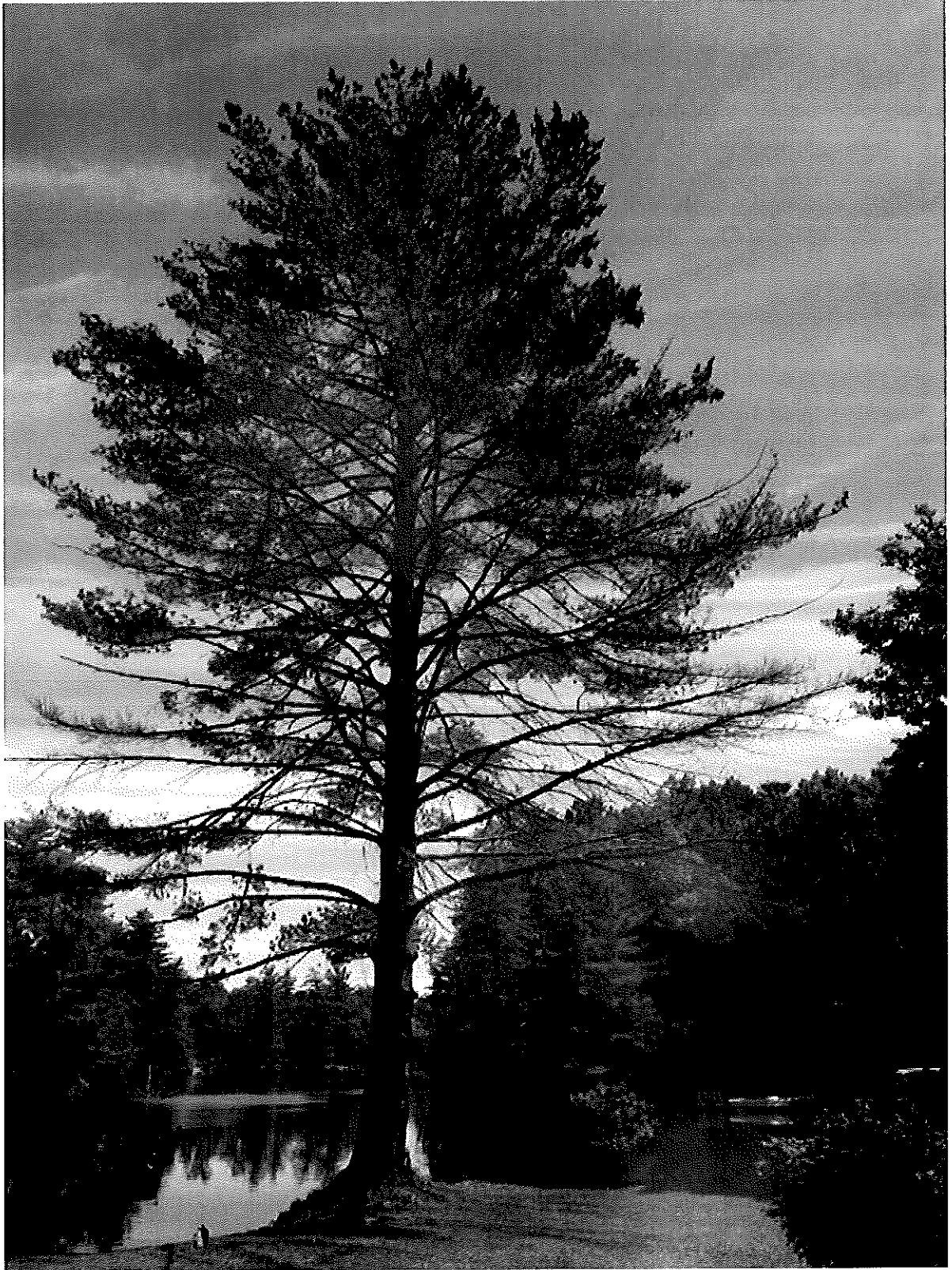
**Subject:**

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145.7kB

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141.6kB

 20190614\_.jpg  
129.2kB







308 Hwy 68; Culvert

From: William Bruner (brunlaw1@gmail.com)  
To: townoflynnville@frontier.com  
Date: Thursday, June 13, 2019, 10:43 AM CDT

Attached is the letter I am sending to Blake Feldbusch today. If he calls, put him in touch with either Stacy or Doris.  
Thanks.

Bill



CCF06132019.pdf  
250.8kB

**J. WILLIAM BRUNER**

*Attorney at Law  
316 South Second Street  
Boonville, Indiana 47601*

Phone: (812)897-2972  
Fax: (812)897-2973

June 13, 2019

Blake Feldbusch  
308 Hwy 68  
Boonville, IN 47619

RE: Town of Lynnville, Indiana  
Culvert


Dear Mr. Feldbusch:

I am the attorney for the Town of Lynnville, Indiana. This letter is written at the request of the Lynnville Town Council.

It has come to the attention of the Council that there is a problem with the culvert at your residence. It is requested that you call the Town Hall at 812-922-5111, so that arrangements can be made to discuss the situation with you.

Thank you, in advance, for your cooperation.

Sincerely,



J. William Bruner

JWB  
xc: Lynnville Town Council

NOTICE OF  
TERMINATION OF LEASE


TO: Danielle Wigodinski  
Steven Raines  
101 Rosebud Lane  
Lynnville, IN 47619

You are hereby notified that your Lynnville Park Lease Agreement, LEASE, is considered terminated, pursuant to your having sublet the real estate in violation of Paragraph 19 of the Lease. Paragraph 19 provides as follows:

(l)essee shall not sell, assign, transfer, and/or sublease his/her interests in and to this Leasehold Agreement.

Due to termination of the Lease you no longer have the right to possession of the real estate located at 101 Rosebud Lane, Lynnville, Indiana, and should only go on the premises, during the next 30 days, for the sole purpose of removing your personal property.

DATED: January 12, 2019.

  
William Bruner  
Attorney for Lynnville Town Council  
316 S. Second Street  
Boonville, IN 47601  
Telephone No. 812-897-2972  
Attorney No. 2949-87

xc: Lynnville Town Council

## Nuisance papers served 5/14/19

From: Bryan Flowers (bflowers@warrickcountysheriff.com)

To: townoflynnville@frontier.com

Date: Wednesday, May 15, 2019, 8:46 AM CDT

The following papers were served on 5/14/2019:

Rodney Jines

202 E. Fourth Street      Copy Service

Martha Gore

227 E. Fourth Street      Copy Service

Tom Jones

419 Church Street      Personal Service

David Kiper

301 E. Third Street      Copy Service

(Richard Kolley was mowing the yard at this address when I delivered papers)

Thanks, Bryan Flowers



*Bryan Flowers*  
Lieutenant - Criminal Investigations  
**Warrick County Sheriff's Office**

100 West SR 62  
Boonville, IN 47601  
Office: 812-897-6180  
Fax: 812-897-3654

bflowers@warrickcountysheriff.com



5344 Yann Road, Newburgh, IN 47630  
 Ph: 812-401-1550 Fx: 812-401-1554  
 www.customsign.bz

# Estimate

<b>Name/Address</b>
City of Lynnville 207 N Main Street Lynnville, IN 47619
Att: Doris Horn (812-459-5168)

<b>Ship To</b>
Lynnville Park

Date	Customer Phone	P. O. Number	Payment Terms	Sales Rep
May 2, 2019	(812) 922-5111		50% deposit, balance due upon completion	D. Mounts

Description: Building and Monument Sign Options	Total:
<b>We propose to fabricate, furnish and install:</b>	
<b>Road Side:</b> One (1) double faced, internally illuminated (LED) sign cabinet with panformed polycarbonate faces decorated with digitally printed and laminated 3M vinyl graphics. Overall dimensions to be 5'0" x 6'0" x 1'6". Existing posts to be reused and painted on site. Custom Sign to connect to client's existing electrical service at the site of the sign.	\$2,615.00
<b>Entrance Gate:</b> One (1) double faced sign with overall dimensions of 4'x10' mounted to two painted aluminum 4" square posts direct burial with concrete footers. Non-illuminated sign faces to be of Alumabond sign substrate and to be decorated with digitally printed and laminated 3M vinyl graphics.	\$1,005.00
<b>Visitor Check-In:</b> One (1) double faced sign with overall dimensions of 8'x4' mounted to two painted aluminum 4" square posts. Construction and mounting as described above.	\$668.00
<b>Directional Sign:</b> One (1) double faced sign with overall dimensions of 5'x6' mounted to two painted aluminum 4" square posts. Construction and mounting as described above.	\$1,113.00
<b>Building Signs:</b> Three (3) single faced, wall mounted sign faces ("Recreation Center", Shower House, Shelter House) of matching materials and graphics.	\$495.00
<b>Labor and miscellaneous materials required for installation:</b>	\$1,700.00
<b>Permits are the client's responsibility. Custom Sign will gladly secure required permits and bill cost along with \$55.00 hourly processing fee. If applicable, Custom Sign will connect to client's electrical service as long as it is available at the site of the sign at the time of installation. Digging, if necessary are assumed to be under normal conditions. Unforseen underground obstacles may result in additional labor, materials.</b>	

1% discount for final payment on delivery. 2% discount for full prepayment (excludes credit card transactions). Please note that due to rising credit card processing costs a convenience fee of 2% will be added to credit card transactions.

Past due accounts are subject to 1.5% monthly interest (18% APR) or a minimum of \$35.00 late fee for past due invoices. In the event of default, legal interests along with collection costs and reasonable attorney fees required to affect collection are the responsibility of the customer.

Fabrication/Materials:	\$5,896.00
Installation Labor:	\$1,700.00
Subtotal:	\$7,596.00
State Tax:	tax exempt cert. required
Total Price:	\$7,596.00

Customer Approval:  
 Signature: *Doris Horn*  
 Date: 7/2/2019

# Proposal

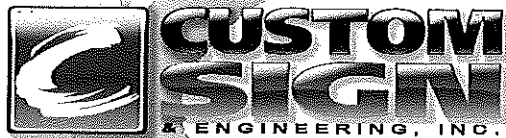
Single Faced Building ID Signs

Information Center

Power House

Alter House

Proposed non-illuminated signs to be mounted to be digitally printed and laminated graphics applied to Alumabond sign board substrate (layered aluminum and rubber for rigidity) and where applicable mounted to painted aluminum posts. Includes concrete foundations.



5344 Vann Road, Newburgh, IN 47630  
 812-401-1550 Fax: 812-401-1554  
 www.customsign.bz

Client: Town of Lynnville IN  
 Design: Lynnville Park Signage Revision 052219  
 Date: May 23, 2019 Scale: 1/2" = 1'  
 Sales/Design: Debra Mounts 812-455-2431



Double Faced  
 4'0"

Typical Side View

Double Faced  
 6'0"

# WINDOW WORLD

## GLASS BREAKAGE LIFETIME LIMITED WARRANTY

NON-PRORATED LIMITED WARRANTY

Issued To:

Original Purchaser - Property Owner

Property Address

City

State

Zip

Phone

Date of Window Installation



### Glass Breakage

Associated Materials Incorporated (AMI), the manufacturer of Window World Windows, warrants that should the glass break or crack in your Window World Window, for as long as you the Original Purchaser-Property Owner shall live and own the property at the address listed herein, AMI shall provide a new sealed glass unit at no charge except for shipping and handling charges. Installation is not covered and is the responsibility of the homeowner.

### Exclusions

Coverage hereunder is limited to the Original Purchaser-Property Owner only and is not transferable to other owners. Removal of the windows from the premises invalidates the Warranty. Acts of God (floods, hail storms, earthquakes, fires and acts of civil unrest, wars, riots, etc.) are excluded from coverage. Only single family residential units are covered herein. Garden windows, patio doors, tempered units, special shapes and beveled-leaded, grooved and laminated glass are excluded. Apartment buildings, condominiums, commercial buildings are also excluded from coverage.

The provisions of this Warranty are the full and complete warranty policy extended by AMI.

THE WARRANTY STATEMENTS CONTAINED IN THIS LIMITED WARRANTY SET FORTH THE EXPRESS WARRANTIES EXTENDED BY AMI FOR INSULATED GLASS UNITS. IN LIEU OF ALL OTHER WARRANTIES, AND THE PROVISIONS OF THIS WARRANTY SHALL CONSTITUTE THE ENTIRE LIABILITY OF AMI AND SHALL BE THE PROPERTY OWNER'S EXCLUSIVE REMEDY FOR BREACH OF THIS WARRANTY. AMI SHALL NOT BE LIABLE TO THE PROPERTY OWNER FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES FOR BREACH OF ANY EXPRESS OR IMPLIED WARRANTY ON THE INSULATED GLASS UNITS.

Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you. This Warranty gives you specific legal rights and you may also have other rights which vary from state to state.

### Claims Procedure

Please submit your warranty claim in writing to AMI, 3773 State Road, Cuyahoga Falls, Ohio 44223, Attention: Window Warranty Services. The claim must include proof of ownership, a copy of your original contract, proof of purchase and must contain the factory order number and window order number from the window warranty label. This label is found on the underside of the window mainframe just above the top sash.

AMI reserves the right to inspect the premises if required. A reasonable time shall be allowed for such an inspection.

The replacement glass will be shipped to the nearest Window World dealer. Shipping and handling charges shall be paid by the homeowner and pick-up of the unit must be arranged by the homeowner at the location.

FOR WARRANTY SERVICE CALL: 1-800-489-1144



North Wilkesboro, NC 28659  
1-800 NEXT WINDOW | 1-800-639-8946  
www.WindowWorld.com

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WWI-044.2 12/17 35M/S1

# WINDOW WORLD

Windows and Patio Doors

### Suggested Cleaning of Window World Vinyl Windows

#### Glass:

Clean glass with a mixture of mild dish soap and water. Rinse completely with clear water, then wipe dry with a soft cloth to avoid water spots. Avoid washing windows and patio doors in direct sunlight. Never use petroleum-based cleaners or caustic chemicals on the glass.

#### Vinyl Sashes and Mainframes:

Vacuum dirt from sill and track areas before washing. Clean vinyl with a mixture of mild dish soap and water. Mild, non-abrasive soaps are usually safest for most dirt and stain removal. Always rinse completely with clean water and wipe dry.

#### Screens:

Remove from window, then wash on a flat, clean surface with mild soap and water and a soft brush. Rinse, wipe dry and then reinstall.

**HIGH CONCENTRATION CLEANERS MAY CAUSE DAMAGE TO THE WINDOWS GLASS AND VINYL. DO NOT USE SOLVENTS, PAINT REMOVERS, OR CLEANERS CONTAINING ABRASIVE PARTICLES.**

This cleaning information is suggested in an effort to be of assistance; however, Manufacturer can assume no responsibility for results obtained which are dependent on the solution chemicals as prepared and method of application.

FOR WARRANTY SERVICE CALL: 1-800-489-1144

# LIFETIME LIMITED WARRANTY

WITH TRANSFERABILITY PROVISIONS

Issued To:

Original Purchaser - Present Property Owner

Property Address

City

State

Zip

Phone

Date of Window Installation

*Window  
World*

North Wilkesboro, NC 22659  
1-800 NEXT WINDOW | 1-800-639-6946  
www.WindowWorld.com

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AM-WWI-042 11/18 SMSI

*Window  
World*

# LIFETIME LIMITED WARRANTY

WITH TRANSFERABILITY PROVISIONS

Associated Materials Incorporated (AMI), the Manufacturer of Window World Windows, makes available to the Original Purchaser - Present Property Owner the Lifetime Limited Warranty, warranting the Window World Windows and/or Patio Doors for as long as the Property Owner shall own and live in the property at the stated property address, from date of window or patio door installation, under normal use and service, against specified defects in material and workmanship of the Window World Windows, occurring as a direct result of the manufacturing process, and subject to the terms and conditions of this Limited Warranty.

**Lifetime Limited Warranty - Vinyl Sash Frame and Vinyl Mainframe**  
For as long as the Original Purchaser - Present Property Owner shall own and live in the property, the rigidized vinyl in the window / patio door sash frames and in the window / patio door mainframe of the basic window unit will be warranted against cracking, peeling, flaking, blistering, warping or corroding.

**Lifetime Limited Warranty - Moving Parts of the Basic Window Unit**  
The moving parts of the basic window unit, consisting of balances to raise and lower the window sash or the wheels to slide the sash, and locking mechanism to secure the window or patio door sash, are all warranted for as long as the Original Purchaser - Present Property Owner shall own and live in the property.

**Lifetime Limited Warranty - Fiberglass Screening and Screen Frame**  
The fiberglass screening material used in the window / patio door screen and the material for manufacture of the screen frame are warranted against manufacturing defects resulting in rotting and rusting, for as long as the Original Purchaser - Present Property Owner shall own and live in the property. Should such a manufacturing defect occur, the Manufacturer agrees to furnish new screen material or new screen frame material to the Property Owner, transportation charges payable by the Property Owner.

**Lifetime Limited Warranty - Insulating Glass Unit**  
The hermetically sealed insulated glass unit of the Window World Window / Patio Door is warranted for as long as the Original Property Owner shall own and live in the property from date of window installation against development of material obstruction of vision occurring from manufacturing defects, resulting from film formation or dust collection between the interior glass surfaces, caused by failure of the hermetic seal, under conditions of normal use and service. This warranty does not cover breakage of glass or torn screening from any cause whatsoever.

## Labor Provisions

During the one (1) year period from date of window installation, the Manufacturer will provide the labor at no charge to the Original Purchaser - Present Property Owner for repair or replacement of the warranted window part or component, under the provisions of this Limited Warranty.

Except as to labor on repair or replacement for one (1) year on warranted work following date of window installation, this Limited Warranty does not include any additional labor costs and the Manufacturer will not be responsible after the first year for any costs incurred in the removal or replacement, installation or reinstallation of the window or of any part or component of the window, or of any repaired or replacement part or component furnished by Manufacturer under this Warranty for the window.

**Window World Windows Limited Warranty Transferable to Successor Owner**  
This Limited Warranty for Window World Windows is transferable one time by the Original Purchaser to the successor owner of the property, within the first thirty (30) years from date of window installation. Upon transfer, the transferred warranty period shall be limited to the unexpired remaining portion of such thirty (30) years from date of window installation, and shall not be further transferable.

In the event of property transfer, or hermetic seal failure, the subsequent owner will be responsible for charges based on the following schedule:

Years	No Charge
0-10 Years	No Charge
11-15 Years	50%
16-20 Years	70%
21-25 Years	80%
25+ Years	90%

The basis for computing the cost of material for repair and replacement shall be current market prices.

## Property Owner Claim Procedure and Other Warranty Provisions

Any claims for defects under this Limited Warranty should be made in writing to AMI, 3773 State Road, Cuyahoga Falls, Ohio 44223. Attention: Window Warranty Services, promptly after discovery of the claimed defect, describing the defect claimed and referring to this Warranty and date of window installation, together with the name of contractor, proof of purchase and proof of property ownership and transfer info as requested. Allow a reasonable time for inspection purposes if determined to be necessary.

If the windows do not conform to this Warranty and any such manufacturing defect occurs within the time period specified, according to the provisions of this Warranty, then AMI agrees, at its option, to repair or

replace the defective part or component of the window free of charge, which shall be shipped to Window World, transportation charges prepaid, or upon prepayment of any applicable prorated amount then due from the Original Purchaser - Present Property Owner. The Property Owner will be responsible for return transportation charges back to the property location.

Replacement parts or components furnished by Manufacturer under this Warranty will have the standard color available at that time. A color variance may occur between the new replacement part or component in comparison to the original window.

AMI reserves the right to discontinue or change any Window World Window as manufactured, if the part or component of the window originally installed is not available and AMI determines to make replacement, AMI shall have the right to substitute a compatible part or component, apportioned when pro rata basis applies over the warranted time period for usage to refund date.

The Manufacturer does not warrant installation nor defects caused by installation. This Warranty covers only the specific manufacturing defects as specified herein. This Warranty does not cover any other damages or material failure including, but not limited to, normal weathering of sash frames and mainframe, and screen and screen frame, oxidation, accidents or intentional damage, or fire, flood, windblown objects, hail, lightning, earthquake or other Acts of God, chemical pollutants, chemicals, brick wash, mildew, negligent maintenance, fading, misuse or abuse, building settlement or structural defects, or if subjected to stresses resulting from localized heat sources which cause excessive temperature differentials over the glass surfaces or edges, or any other causes or occurrences beyond the Manufacturer's control. This Warranty does not apply if the windows are painted, varnished or coated with any other substance by anyone other than the manufacturer.

Normal weathering may cause any surface to oxidize, chalk or accumulate surface dirt or stains due to varying exposures to sunlight, weather and atmospheric conditions. The geographic location, the quality of the atmosphere and other local factors in the area, over which the Manufacturer has no control, contribute to the severity of these conditions.

Caulking may be necessary on some installations to seal the frames or trim package against water and/or air infiltration. Caulking is considered a maintenance issue and is the responsibility of the homeowner. It is not considered part of the product and is not covered under this warranty.

Condensation on windows may occur as the natural result of humidity within the house or building area and changes in interior/exterior temperatures, and does not indicate a defect in the window. This Warranty does not cover condensation nor frost or freezing from condensation on the windows.

This Warranty is limited to the Manufacturer's furnishing repaired or replacement parts or components of the window, free of charge, within the time period specified, or as applicable, upon payment in advance of any pro rata amount then due from the Original Purchaser -

Present Property Owner, according to the provisions of this Warranty, on the Manufacturer receiving from the Property Owner any such claimed defective parts or components of the window, and with return transportation charges for any repaired or replacement window part or component being at Property Owner's responsibility, as provided.

TO THE EXTENT PERMITTED BY APPLICABLE LAW, AMI DISCLAIMS ANY OTHER WARRANTY EXPRESS OR IMPLIED, THAN THAT PROVIDED FOR HEREIN. THIS WARRANTY IS IN LIEU OF AND EXCLUDES ALL OTHER WARRANTIES, GUARANTEES, CONDITIONS AND REPRESENTATIONS, EXPRESS OR IMPLIED, ORAL OR WRITTEN, STATUTORY OR OTHERWISE, INCLUDING BUT NOT LIMITED TO ANY IMPLIED CONDITIONS OR WARRANTIES AS TO THE MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OF THE WARRANTED SYSTEM. AMI DOES NOT AUTHORIZE ANY PERSON INCLUDING ITS REPRESENTATIVES, TO MAKE ANY REPRESENTATION OR TO OFFER ANY WARRANTY, CONDITION OR GUARANTEE IN RESPECT OF THE SYSTEM OTHER THAN THIS WARRANTY. THIS WARRANTY CANNOT BE MODIFIED EXCEPT IN WRITING SIGNED BY AMI'S WARRANTY MANAGER. THIS LIMITED WARRANTY SHALL BE THE OWNER'S SOLE AND EXCLUSIVE REMEDY AGAINST AMI AND UNDER NO CIRCUMSTANCES SHALL AMI BE LIABLE FOR AN AMOUNT GREATER THAN THE ORIGINAL INSTALLED COST OF THE SYSTEM OR FOR ANY CONSEQUENTIAL, SPECIAL, INCIDENTAL OR OTHER DAMAGES INCLUDING, BUT NOT LIMITED TO, LOSS OF PROFITS, LOSS OF USE, OR DAMAGE TO THE BUILDING OR ITS CONTENTS, INCIDENTAL AND CONSEQUENTIAL DAMAGES SHALL NOT BE RECOVERABLE EVEN IF THE REMEDIES OR THE ACTIONS PROVIDED FOR IN THIS WARRANTY FAIL OF THEIR ESSENTIAL PURPOSE. AMI SHALL NOT BE LIABLE FOR ANY DAMAGES WHICH ARE BASED UPON NEGLIGENCE, GROSS NEGLIGENCE, BREACH OF WARRANTY, BREACH OF CONTRACT, STRICT LIABILITY OR ANY OTHER LEGAL THEORY OF LIABILITY OTHER THAN THE EXCLUSIVE LIABILITY SET FORTH IN THIS WARRANTY.

Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations may not apply to you. This warranty gives you specific legal rights and you may also have other rights which vary from state to state.

## Commercial Applications

If the building in which the Window World Windows are installed is owned by an entity other than an individual resident owner, whether by a corporation, partnership, an unincorporated association, or by a government or public entity, including without limitation, a church or school, then the warranty period shall be a Thirty (30) Year Prorated Limited Warranty from the date of window installation, applicable to all window parts and components, under the prorated basis of this Warranty, with labor at no charge to the Property Owner on warranted work for a one (1) year period, from the date of window installation, and subject to all other terms and conditions of this Limited Warranty.

Window World Windows are manufactured and warranted by AMI, 3773 State Road, Cuyahoga Falls, Ohio 44223.



**Window World of Evansville**  
 4001 Vogel Road • Evansville, IN 47715  
 Phone: (812) 476-4600 • Fax: (812) 476-4602  
 www.WindowWorld.com



Office Use  
Only

*Buss*

Customer: Dori's Horn Phone (h) 812.459.5168

Install Address: 416 W. SR 68 Lynnville, IN 47619 Phone (w) \_\_\_\_\_

Bill Address: \_\_\_\_\_ E-mail londyn4@frontier.com

WINDOW WORLD		GLASS OPTIONS	
_____ 4000 Series Double Hung	\$249	_____ SolarZone Energy Star® Glass	\$109
_____ 6000 Series Double Hung	\$289	_____ SolarZone Elite Energy Star® Glass	\$129
<u>4</u> 2 Lite Sliding Window (ALL SIZES)	\$379 <u>1516</u>	_____ TK2 Triple Pane Energy Star® Glass	\$209
_____ 3 Lite Sliding Window (Up to 140" U) (1/2, 1/3, 1/4, 1/2, 1/3)	\$579	<b>WINDOW OPTIONS</b>	
_____ Picture or Fixed Lite (Up to 140" U)	\$379	_____ 1/2 Screens	<u>Included</u>
_____ Awning (Opens to Exterior)	\$285	_____ Foam Insulation on Jamb and Head	<u>Included</u>
_____ Single Casement	\$335	_____ Double Strength Glass	<u>Included</u>
_____ Double Casement	\$650	_____ Double Locks	<u>Included</u>
_____ Triple Casement (1/4, 1/2, 1/4) (1/3, 1/3, 1/3)	\$895	_____ Full Screens	\$30
_____ Basement Hopper (Opens to Interior)	\$245	_____ Colonial Grids (Contoured/Flat)	\$45
_____ Bay Window (DH / Casement)	\$	_____ Prairie Grids (Single or Double)	\$60
_____ Bow Window (DH / Casement)	\$	_____ Tempered DH Sash (BSO) (TSO)	\$65
_____ Specialty Window	\$	_____ Tempered per Square Foot x \$8/Sq.Ft.	_____
_____ Beige or Clay (Inside and Out) Color	\$45	_____ Obscure Glass (BSO) (TSO)	\$40
_____ Wood Grain Laminate Interior	\$165	_____ Oriel Style 60 Top 60 Bottom	\$35
(Light Oak/ Dark Oak/ Cherry/ White / Fox Wood)		_____ Energy Enhanced Frame Fill	\$25
_____ Exterior Colors (Full Screen Only Included)	\$175	<b>PRE 1978 BUILT HOMES (Federal Lead Containment Law)</b>	
Window Color <u>white</u> / <u>white</u>		_____ Lead Safe Containment Fee	\$50
<i>Inside Outside</i>		<b>MY HOME WAS BUILT IN THE YEAR</b> _____ <b>Initial</b> _____	
<b>VINYL SLIDING PATIO DOORS</b>		<b>MISCELLANEOUS</b>	
_____ 3" Contemporary Style	\$1395	<u>4</u> Custom Exterior Trim	\$85 <u>340</u>
_____ 5" Classic Style	\$1495	Facing Color <u>white</u>	
_____ French Style	\$1595	<u>4</u> Metal Window Removal	\$75 <u>300</u>
_____ Internal Mini Blinds Option	\$995	New Construction Facing/Nail Fin Labor	\$125
_____ Size Option (6' 8' 9' 12')	\$	Mull to Form Multi Unit	\$35
_____ Color (Interior and or Exterior)	\$	Mullion Removal	\$35
<i>Inside Outside</i>		Install Interior Stops	\$45
_____ Internal Grid Option	\$	Install Interior Casing	\$45
_____ Handleset Color	\$75	Roof for Bay/Bow Windows (up to 8'=\$500/over 8'+\$750)	\$
_____ Specialty Door	\$	Bay/Bow Removal (up to 8'=\$250/over 8'+\$350)	\$
Door Color _____ / _____		Pre-Stained Interior	\$
<i>Inside Outside</i>		Repair Sill or Jamb	\$50
* All patio doors include high efficiency Energy Star rated glass.		<b>NOTE: Customer will be responsible for all painting or staining of any interior trim or wood work.</b>	
		<b>ROUND-UP FOR WINDOW WORLD CARES</b>	
		_____ St. Jude Children's Research Hospital \$ _____	

Customer declines exterior wrap and understands painting and/or repair may be required Initial \_\_\_\_\_  
 Customer declines grids on \_\_\_\_\_ windows/doors Initial \_\_\_\_\_

**NO EXTRA WORK IF NOT IN WRITING!**

**Customer agrees to the terms of payment as follows:**  
 Extra Labor \$ \_\_\_\_\_  
 Site Set-up & Green Environmental Disposal Fee \$ \$150.00/\$175.00  
 Total Amount \$ 2306  
 Custom Order Deposit 50% \$ \_\_\_\_\_ Ck# \_\_\_\_\_  
 Balance Paid to Installer upon Completion \$ \_\_\_\_\_  
 Amount Financed \$ \_\_\_\_\_

**You the buyer may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. Notice of cancellation must be in writing postmarked no later than midnight of the following third business day. THIS IS A CUSTOM ORDER NOT FOR RESALE!**

*Gren Wassich* 1-15-19  
 Owner \_\_\_\_\_ Date \_\_\_\_\_



Customer: Doris Horn

Phone (h) 812-459-5162

Install Address: 416 W. SR 68 Lynnville, IN 47619

Phone (w) \_\_\_\_\_

Bill Address: \_\_\_\_\_

E-mail \_\_\_\_\_

WINDOW WORLD	
4000 Series Double Hung	\$249
6000 Series Double Hung	\$289
<u>5</u> 2 Lite Sliding Window (ALL SIZES)	\$379 <u>1895</u>
3 Lite Sliding Window (Up to 140" U)	(1/2, 1/2, 1/4) (1/3, 1/3, 1/3) \$579
<u>5</u> Picture or Fixed Lite (Up to 140" U)	\$379 <u>1895</u>
Awning (Opens to Exterior)	\$285
Single Casement	\$335
Double Casement	\$650
Triple Casement (1/3, 1/2, 1/4) (1/3, 1/3, 1/3)	\$895
Basement Hopper (Opens to Interior)	\$245
Bay Window (DH / Casement)	\$
Bow Window (DH / Casement)	\$
Specialty Window	\$
Beige or Clay (Inside and Out) Color	\$45
Wood Grain Laminate Interior	\$165
(Light Oak / Dark Oak / Cherry / White / Fox Wood)	
Exterior Colors (Full Screen Only Included)	\$175
Window Color <u>white</u> / <u>white</u>	
Inside	Outside

VINYL SLIDING PATIO DOORS	
3" Contemporary Style	\$1395
5" Classic Style	\$1495
French Style	\$1595
Internal Mini Blinds Option	\$995
Size Option (6' 8' 9' 12')	\$
Color (Interior and or Exterior)	\$
Inside	Outside
Internal Grid Option	\$
Handleset Color	\$75
Specialty Door	\$
Door Color <u>white</u> / <u>white</u>	
Inside	Outside

\* All patio doors include high efficiency Energy Star rated glass.

GLASS OPTIONS	
<del>10</del> SolarZone Energy Star® Glass	\$109
SolarZone Elite Energy Star® Glass	\$129
TK2 Triple Pane Energy Star® Glass	\$209

WINDOW OPTIONS	
1/2 Screens	Included
Foam Insulation on Jamb and Head	Included
Double Strength Glass	Included
Double Locks	Included
Full Screens	\$30
<u>8</u> Colonial Grids (Contoured) Flat	\$45 <u>360</u>
Prairie Grids (Single or Double)	\$60
Tempered DH Sash (BSO) (TSO)	\$65
<input checked="" type="checkbox"/> Tempered per Square Foot <u>175</u> x \$8/Sq.Ft. <u>1400</u>	
Obscure Glass (BSO) (TSO)	\$40
Oriel Style 60 Top 60 Bottom	\$35
Energy Enhanced Frame Fill	\$25

PRE 1978 BUILT HOMES (Federal Lead Containment Law)	
Lead Safe Containment Fee	\$50
MY HOME WAS BUILT IN THE YEAR _____ Initial _____	

MISCELLANEOUS	
<u>10</u> Custom Exterior Trim	\$85 <u>850</u>
Facing Color <u>white</u>	
<u>10</u> Metal Window Removal	\$75 <u>750</u>
New Construction Facing/Nail Fin Labor	\$125
Mull to Form Multi Unit	\$35
Mullion Removal	\$35
Install Interior Stops	\$45
Install Interior Casing	\$45
Roof for Bay/Bow Windows (up to 8'=\$500/over 8'+\$750)	\$
Bay/Bow Removal (up to 8'=\$250/over 8'+\$350)	\$
Pre-Stained Interior	\$
Repair Sill or Jamb	\$50

NOTE: Customer will be responsible for all painting or staining of any interior trim or wood work.

**ROUND-UP FOR WINDOW WORLD CARES**  
 \_\_\_\_\_ St. Jude Children's Research Hospital. \$ \_\_\_\_\_

Customer declines exterior wrap and understands painting and/or repair may be required Initial \_\_\_\_\_  
 Customer declines grids on \_\_\_\_\_ windows/doors Initial \_\_\_\_\_

**NO EXTRA WORK IF NOT IN WRITING!**

Customer agrees to the terms of payment as follows:

Extra Labor \$ \_\_\_\_\_  
 Site Set-up & Green Environmental Disposal Fee \$ \$150.00 / ~~\$175.00~~  
 Total Amount \$ 7300  
 Custom Order Deposit 50% \$ \_\_\_\_\_ Ck# \_\_\_\_\_  
 Balance Paid to Installer upon Completion \$ \_\_\_\_\_  
 Amount Financed \$ \_\_\_\_\_

You the buyer may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction.  
 Notice of cancellation must be in writing postmarked no later than midnight of the following third business day.  
**THIS IS A CUSTOM ORDER NOT FOR RESALE!**

\_\_\_\_\_ Owner \_\_\_\_\_ Date \_\_\_\_\_  
Greg Wersich Salesman 1-15-19 Date  
 \_\_\_\_\_ Owner \_\_\_\_\_ Date \_\_\_\_\_



~~Handwritten scribble~~  
Four



3509 American Way \* Evansville, IN 47711

Telephone: (812) 464-8781

Fax: (812) 461-6452

Date: 1-24-19

COVER SHEET

FOR IMMEDIATE DELIVERY

TOTAL NUMBER OF PAGES 106 INCLUDING COVER SHEET

TO: Board Members

FIRM NAME: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

FROM: Chris Melton 812-499-8877 cell

IF YOU HAVE ANY QUESTIONS PLEASE CALL.

PLEASE CONFIRM THIS ORDER/DOCUMENT BY FAX.

~~"The department window quote"~~  
Community Center Window Quote



American Wholesalers Inc.  
 3509 American Way  
 Evansville, IN 47711  
 PH: 812-464-8781  
 FX: 812-461-6441

**QUOTE**

**INVOICE INFORMATION**


CHRIS MELTON  
 3509 AMERICAN WAY  
 EVANSVILLE, IN 47711  
 PH: 812-464-8781

**SHIPPING INFORMATION**

CHRIS MELTON  
 3509 AMERICAN WAY  
 EVANSVILLE, IN 47711  
 PH: 812-464-8781

SHIP VIA: DELIVERY

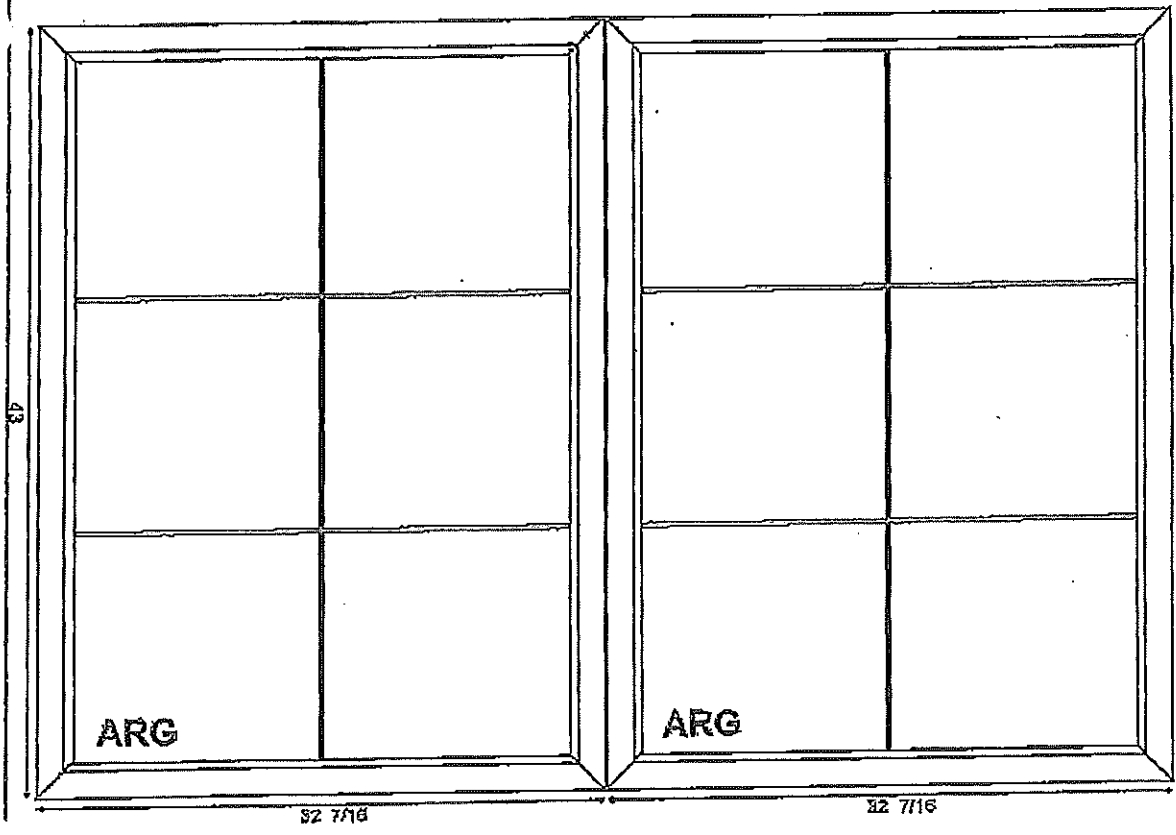
ORDER	ORDER DATE	PO NUMBER	CUSTOMER REF	CUSTOMER ID	TERMS
EV-645091	1/24/2019		Lynnville Community Center	122	COD
ITEM	DESCRIPTION	QTY	SIZE	PRICE	TOTAL
1	TruLok Opening EXACT SIZE, SAND, HEAD EXPANDER, SILL ANGLE, FACTORY MULL	2	65 W X 43 H	\$400.07	\$800.14
1.1	TruLok Picture Window EXACT SIZE, SAND, DUAL GLAZE, CLEAR LOW-E, ARGON, FLAT COLONIAL=[1V2H], SAND GRID, INTERCEPT	2	32 7/16 W X 43 H		
1.2	TruLok Picture Window EXACT SIZE, SAND, DUAL GLAZE, CLEAR LOW-E, ARGON, FLAT COLONIAL=[1V2H], SAND GRID, INTERCEPT	2	32 7/16 W X 43 H		
1.3	Mull SAND	2	1/8 W X 43 H		
2	TruLok Opening EXACT SIZE, SAND, HEAD EXPANDER, SILL ANGLE, FACTORY MULL	5	65 W X 85 H	\$701.84	\$3,509.20
2.1	TruLok Picture Window EXACT SIZE, SAND, DUAL GLAZE, CLEAR LOW-E, ARGON, FLAT COLONIAL=[1V3H], SAND GRID, INTERCEPT	5	32 7/16 W X 64 7/8 H		
2.2	TruLok Picture Window EXACT SIZE, SAND, DUAL GLAZE, CLEAR LOW-E, ARGON, FLAT COLONIAL=[1V3H], SAND GRID, INTERCEPT	5	32 7/16 W X 54 7/8 H		
2.3	TruLok Picture Window EXACT SIZE, SAND, DUAL GLAZE, CLEAR LOW-E, DOUBLE STRENGTH, ARGON, FLAT COLONIAL=[3V1H], SAND GRID, INTERCEPT	5	66 W X 30 H		
2.4	Mull SAND	5	1/8 W X 54 7/8 H		

ORDER	ORDER DATE	ORDER TYPE	CUSTOMER REF	CUSTOMER NO.	PRICE	TOTAL
EV-646091	1/24/2019		Lynnville Community Center	122		GOD
ITEM	DESCRIPTION	QTY	SIZE	PRICE	TOTAL	
2.5	Mull SAND	5	65 W X 1/8 H			
3	TruLok Opening EXACT SIZE, SAND, HEAD EXPANDER, SILL ANGLE, FACTORY MULL	3	65 W X 64 H	\$443.11	\$1,329.33	
3.1	TruLok Picture Window EXACT SIZE, SAND, DUAL GLAZE, CLEAR LOW-E, ARGON, FLAT COLONIAL=[1V3H], SAND GRID, INTERCEPT	3	32 7/16 W X 54 H			
3.2	TruLok Picture Window EXACT SIZE, SAND, DUAL GLAZE, CLEAR LOW-E, ARGON, FLAT COLONIAL=[1V3H], SAND GRID, INTERCEPT	3	32 7/16 W X 54 H			
3.3	Mull SAND	3	1/8 W X 64 H			
4	Install Service EV	10	2 W X 2 H	\$197.15	\$1,971.50	
<b>TOTALS:</b>				20	<b>SUBTOTAL:</b>	\$7,610.17
					<b>KY 6%:</b>	\$338.32
					<b>TOTAL:</b>	\$7,948.49

**COMMENT:** 15 year warranty against defects, glass seal failure, and stress cracks.  
5 year glass breakage warranty for any reason. Up to 4 units per occurrence.

Drawing

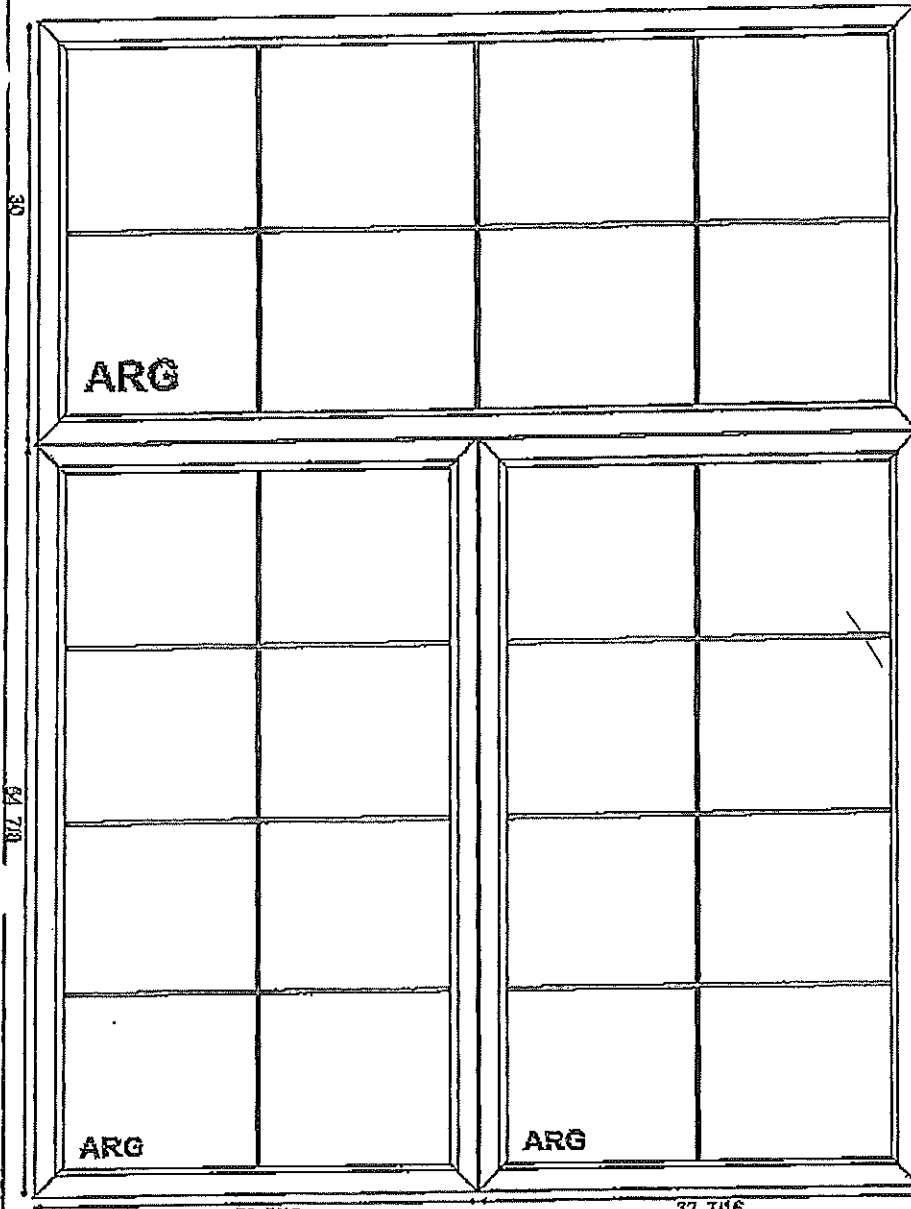
EV-645091-1



65 W X 43 H

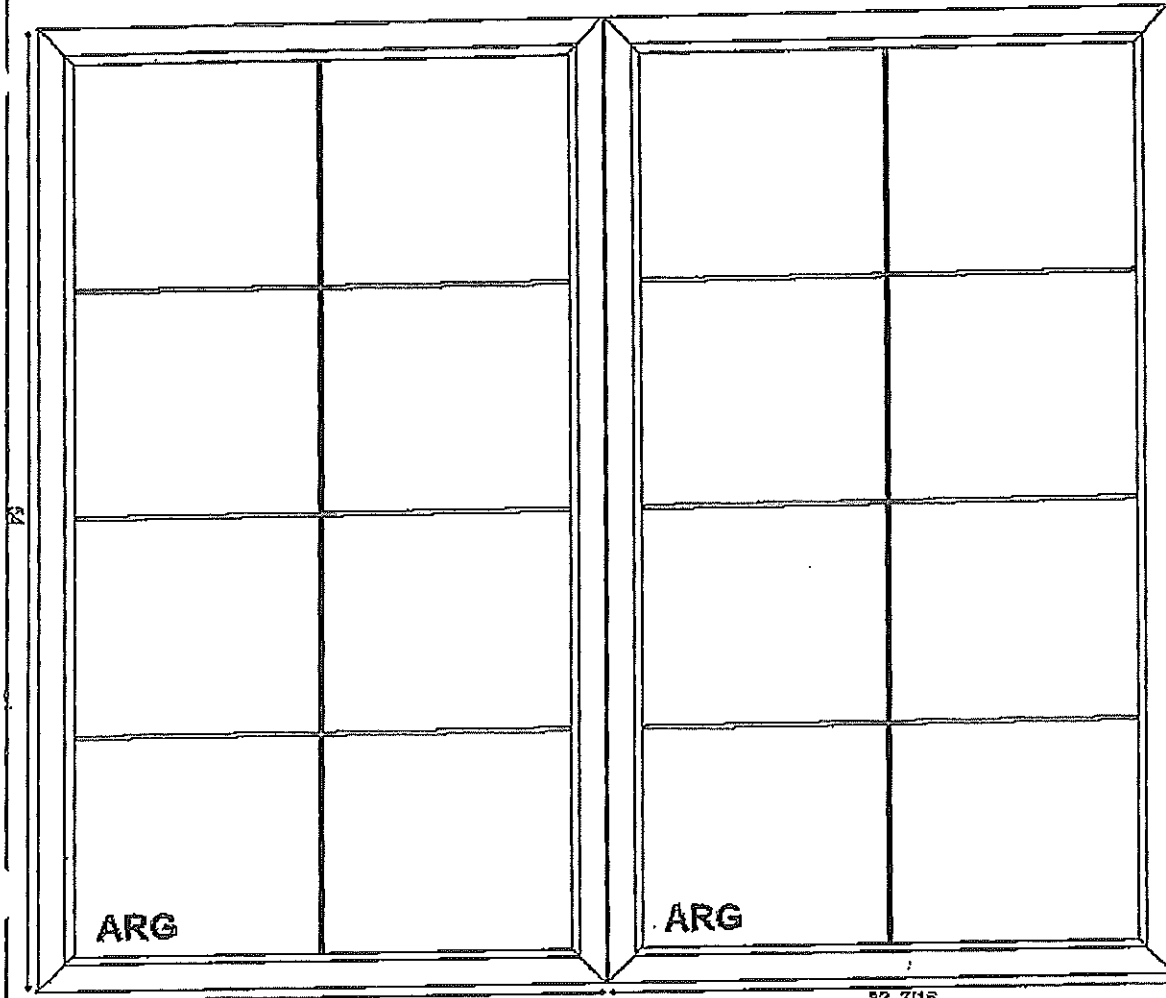
DRAWING

EV-645091-2



Drawing

EV-645091-3



32 7/16

32 7/16

65 W X 54 H



American Wholesalers Inc.  
 3509 American Way  
 Evansville, IN 47711  
 PH: 812-464-8781  
 FX: 812-461-6441

ORDER: EV-645096  
 ORDER DATE: 1/24/2019  
 ORDER CONTACT:

**QUOTE**

**INVOICE INFORMATION**

CHRIS MELTON  
 3509 AMERICAN WAY  
 EVANSVILLE, IN 47711  
 PH: 812-464-8781

**SHIPPING INFORMATION**

CHRIS MELTON  
 3509 AMERICAN WAY  
 EVANSVILLE, IN 47711  
 PH: 812-464-8781

SHIP VIA: DELIVERY

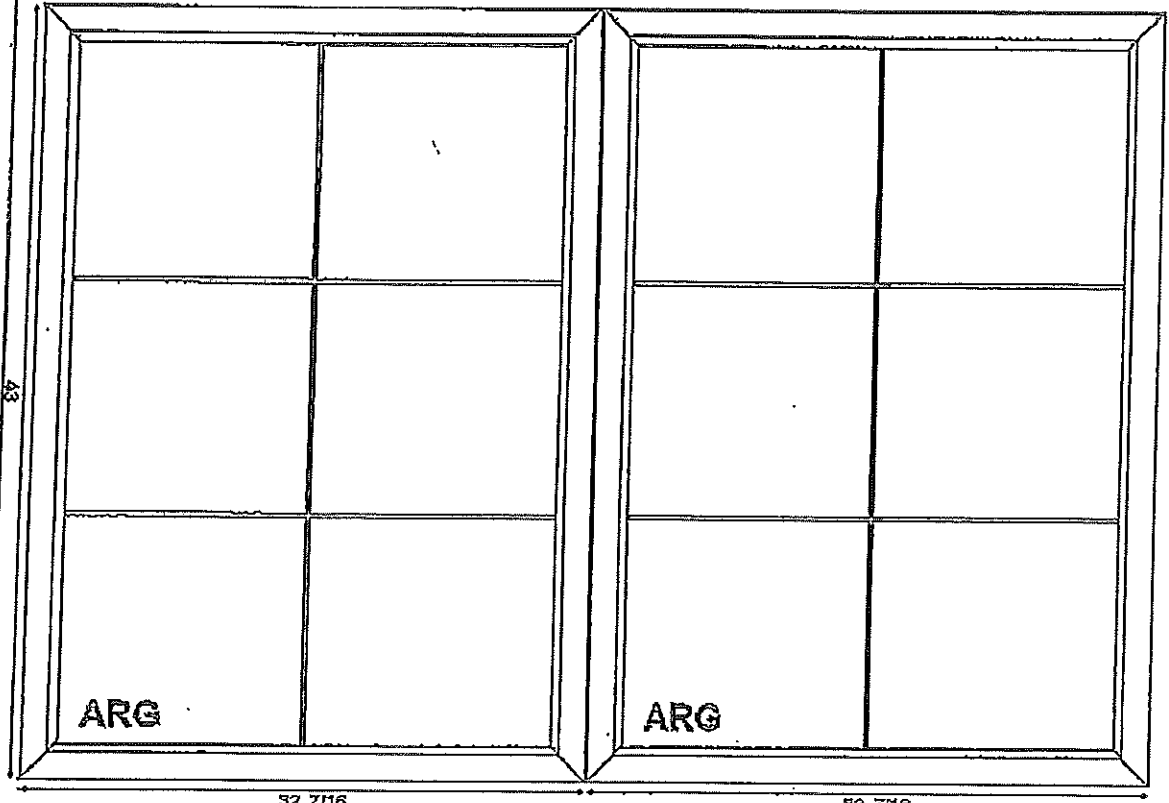
ORDER	ORDER DATE	PO NUMBER	CUSTOMER REF	CUSTOMER ID	TERMS
EV-645096	1/24/2019		Lynnville Fire Dept.	122	COD
ITEM	DESCRIPTION	QTY.	SIZE	PRICE	TOTAL
1	TruLok Opening EXACT SIZE, SAND, HEAD EXPANDER, SILL ANGLE, FACTORY MULL	1	65 W X 43 H	\$400.07	\$400.07
1.1	TruLok Picture Window EXACT SIZE, SAND, DUAL GLAZE, CLEAR LOW-E, ARGON, FLAT COLONIAL=[1V2H], SAND GRID, INTERCEPT	1	32 7/16 W X 43 H		
1.2	TruLok Picture Window EXACT SIZE, SAND, DUAL GLAZE, CLEAR LOW-E, ARGON, FLAT COLONIAL=[1V2H], SAND GRID, INTERCEPT	1	32 7/16 W X 43 H		
1.3	Mull SAND	1	1/8 W X 43 H		
2	TruLok Opening EXACT SIZE, SAND, HEAD EXPANDER, SILL ANGLE, FACTORY MULL	3	65 W X 54 H	\$443.11	\$1,329.33
2.1	TruLok Picture Window EXACT SIZE, SAND, DUAL GLAZE, CLEAR LOW-E, ARGON, FLAT COLONIAL=[1V3H], SAND GRID, INTERCEPT	3	32 7/16 W X 54 H		
2.2	TruLok Picture Window EXACT SIZE, SAND, DUAL GLAZE, CLEAR LOW-E, ARGON, FLAT COLONIAL=[1V3H], SAND GRID, INTERCEPT	3	32 7/16 W X 54 H		
2.3	Mull SAND	3	1/8 W X 54 H		

ORDER	ORDER DATE	OWNER	CUSTOMER REF	CUSTOMER ID	TERMS
EV-645096	1/24/2019		Lynnville Fire Dept.	122	COD
ITEM	DESCRIPTION	QTY	SIZE	PRICE	TOTAL
3	Install Service EV	4	2 W X 2 H	\$197.15	\$788.60
<b>TOTALS:</b>				<b>8</b>	
				<b>SUBTOTAL:</b>	<b>\$2,618.00</b>
				<b>KY 6%:</b>	<b>\$103.76</b>
				<b>TOTAL:</b>	<b>\$2,621.76</b>

**COMMENT:** 16 year warranty against defects, glass seal failure, and stress cracks.  
5 year glass breakage warranty for any reason. Up to 4 units per occurrence.

Drawing

EV-645096-1



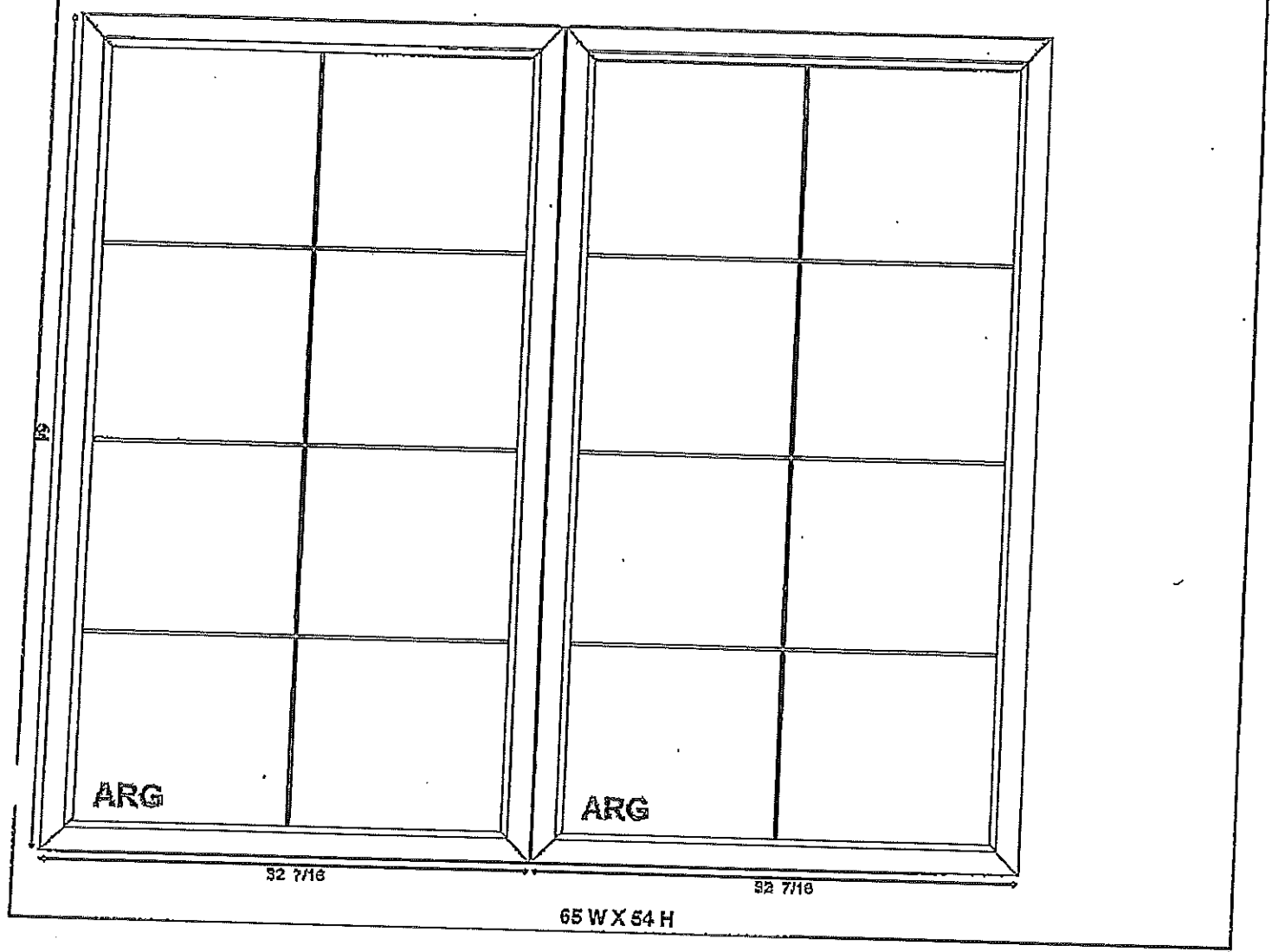
52 7/16

52 7/16

65 W X 43 H

Drawing

EV-645096-2



## June 2019 Month End Routine

### Fund

1. All money collected deposited before last business day
2. Transfer funds:
  - a. Sewer Operating Fund (606) to Bond and Interest Fund (607), Depreciating Fund (608) and Operation/Maintenance Fund (609)
  - b. Water Operating Fund (601) to Bond and Interest Fund (602), Depreciating Fund (603) and Operation/Maintenance Fund (605)
  - c. Steve Balles and Mr. Bruner Insurance payments
3. Post following:
  - a. APV
  - b. Receipts
  - c. Appr. Transaction batches –transfers, additional and adjustments
4. Bank Reconciliation: May 2019
  - a. Balance Fund accounts to bank statements
  - b. Print reports on corresponding colored paper
5. Print month end reports and save:
  - a. Fund Report
  - b. Appropriation Report
  - c. Revenue Report
  - d. Accounts Payable Register-Town Board signs at meeting
6. Make back up of Fund data labeled "MM-YYYY Month End"
7. Create Treasurer Report for Council

### Payroll

1. Process payroll on 15<sup>th</sup> and last day of the month
2. Print month end reports and save:
  - a. Docket Allowance-Town Board signs at meeting
  - b. Tax Distribution
  - c. Tax summary Detail
3. Complete Federal withholding - electronic
4. Complete State and County withholding – electronic
5. Make a backup of Payroll data labeled "MM-YYYY Month End"

### Utility

1. Print Cash Summary Report
2. Complete and pay IN Sales Tax
3. Print Sum Aging Report
4. Make a backup of Utility data labeled "MM-YYYY Month End"

## Gateway

1. Submit:
  - a. Bank reconciliation with statements –check images not needed – May 2019
  - b. Fund Report
  - c. Approved Board Minutes

## Website

1. Add any events for month
2. Add Town Council Meetings dates and times
3. Add billing due dates
4. Send approved Town Council Minutes to be uploaded

## Quarterly Routine – after all monthly procedures have been completed do following in Payroll

1. Print Payfile Employee Summary by check date range for the quarter
2. Print Payfile Tax Distribution Summary Report by check date range for the quarter
3. Print Payfile Tax Summary by check date range for the quarter selecting State and County
4. Complete UC-1 – Employment Report in Payroll
  - i. Exclude eleted officials from report's totals
  - ii. File online to Indiana Department of Workforce Development
5. Complete 941 Report  
Send to Department of Treasury:  
Internal Revenue Services  
Cincinnati, OH 45999-0005
6. Send Estimated Tax Payment with payment voucher  
Indiana Department of Revenue  
P.O. Box 7228  
Indianapolis, IN 46207-7228

## Other

1. Complete Insurance audit
2. Complete USDA annual report
3. Make bi-annual Fire Truck payment
4. Make payments for Community Center and hydrant rental-1<sup>st</sup> half
5. Get Hart Township Trustee payment for Community Center
6. Pay bi-annual Park compensation to Board Members
7. Sent bi-annual Employee List to Warrick County Treasurer office
8. Combined Water and Sewer bank accounts for "Utilities" account
9. Separated Park from General for 2 bank accounts (no more co-mingled funds)
10. Receive and distribute 2<sup>nd</sup> Budget Settlement in accounts
11. Continue to work on 2020 Budget
12. Attended Annual ILMCT Conference In Ft. Wayne

# Steve Bailes - 1st Page

Daily Work Log

June 2019

30. Daily Labs - fix stop sign work on CCR

31. Daily Labs - trim trees - get material for  
Drain on Cherry St.

1. Daily Weekend Labs

2. Weekend Labs - 10-12

3. Daily Labs - Talk to Surveyor on Tecumseh trail - Bid.  
for Petersburg pump station data input for meo

4. Daily Labs - collect samples - New Locks on New barn w Key  
lock - work on DW MRO

5. Daily Labs - talk to Concrete guy 2-pumpers down - measure  
Drain for form of concrete - get material for job

6. Daily Labs - order monthly Lab supplies - call grainger  
pick up material for BARN - Locates

7. Daily Labs - replace coin machine guts on water R.II  
Blower Maintenance, Clean, oil

8. Gary Daily Labs - came in for 6 hrs surge pump  
down HW farm

9. Gary weekend

10. Daily Labs - collect sample - flush FH - GET materials  
for BARN Air Vent - Locates

11. Daily Labs - collect sample work on CCR for end of month  
put Results in computer. + Locate

12. Daily Labs - Clean, SO<sub>2</sub> head was clogged - clean Lab  
tools - fix DW - fix clogged Decant pump

13. Daily Labs - Marcus H1 bpm - Talk w bob Gaurty abt  
Petersburgh Lift Station

14. Daily Labs - write down jobs for guys for next week  
Locates

# Grady Holder - 1st Day

Daily Work Log  
June 2019

30. pump sludge - LIFTSTATIONS - Tower cell

31. pump sludge - LIFTSTATIONS - Tower cell - Flush Hyd. Run Gen.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. pump sludge - Tower cell - LIFTSTATIONS - TRASH

4. pump sludge - Tower cell - LIFTSTATIONS

5. LIFTSTATIONS - pump sludge - Tower cell - LOCATOR

6. LIFTSTATIONS - pump sludge - Tower cell

7. LIFTSTATIONS - pump sludge - Tower cell - LOCATOR - RUN GEN.

8. CALIBRATIONS

9. CALIBRATIONS

10. pump sludge - LIFTSTATIONS - Tower cell - Flush Hyd.

11. pump sludge - LIFTSTATIONS - Tower cell

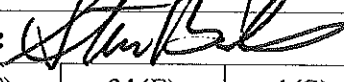
12. pump sludge - LIFTSTATIONS - Tower cell

13. pump sludge - LIFTSTATIONS - Tower cell

14. \_\_\_\_\_

Grady Holder

**Time Sheet  
Town of Lynnville  
June 2019**

<b>Employee Name: Robert Modlin</b>				<b>Manager Approval:</b> 			
		(M)	(T)	(W)	30(T)	31(F)	1(S)
Com Ctr					#	<del>6.30-12</del>	
Fire							
Park							
Town Hall					1	2	
Wtr/Swr						3.5	

**Daily Work Log**

Com Ctr							
Fire							
Park							
Town Hall					1 hr. Trash	2 mowings	
Wtr/Swr						3 1/2 cleaning Ditches	

**Comment:**

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**OFFICE USE ONLY**

*Totals*

Com Ctr						
Fire			5			3
Park						
Town Hall	3	3.5	4.5			11
Wtr/Swr	3.5	15.5	10.5			29.5
<b>Total</b>	6.5	19.0	20			45.5

14.75 - S  
14.75 - W



**Time Sheet  
Town of Lynnville  
June 2019**

**Employee Name: Robert Modlin**

**Manager Approval:** 

**Hours**

	2(S)	3(M)	4(T)	5(W)	6(T)	7(F)	8(S)
Com Ctr		<del>7-1</del>	<del>6:30-7:30</del>	<del>6-7</del>			
Fire							
Park		<del>7-8</del>					
Town Hall		7-8am	6:30-8	6-7am			3.5
Wtr/Swr		8-1pm	8-1:30	7-1pm			15.5

**Daily Work Log**

Com Ctr							
Fire							
Park							
Town Hall		(1 hr) Trash	(1/2) Trash water Flowers	(1) Trash			
Wtr/Swr		(5) Spray Weed Killer Ditches	(5) Move stumps into new Barn	(5) Locate service pumps			

**Comment:** \_\_\_\_\_

**OFFICE USE ONLY**

Com Ctr							
Fire							
Park							
Town Hall	3.5						
Wtr/Swr	15.5						
<b>Total</b>	19.0						

**Time Sheet  
Town of Lynnville  
June 2019**

**Employee Name: Robert Modlin**

**Manager Approval:** 

**Hours**

	9(S)	10(M)	11(T)	12(W)	13(T)	14(F)	15(S)
Com Ctr		<del>6:30-7:30</del>				TURN	****
Fire			6:30-9am	6:30-9		IN	PAY
Park						TIME	DAY
Town Hall		6:30-7:30	9am-10:30	9-11am		SHEET	****
Wtr/Swr		<del>6:30-7:30</del> 7:30-1:30	<del>1:30-4:30</del> Daily Work Log	<del>6:30-12:00</del> 11 <sup>2</sup> 1pm		BY 9AM	****

Com Ctr			10:30-1pm Wtr-Swr				
Fire			2 1/2 hrs mowing	mow weed eat			
Park							
Town Hall	①	6:30-7:30 Trash	1/2 Trash water flowers	mow			
Wtr/Swr	①	6:30 1:30	2 1/2 2 DOOR locks Clean	2			

**Comment:**

**OFFICE USE ONLY**

Com Ctr							
Fire	5						
Park							
Town Hall	4.5						
Wtr/Swr	10.5						
<b>Total</b>	<b>20</b>						

# Steve Bailes

Daily Work Log

June 2019

14. Daily Labs - worked on SO<sub>2</sub> head not sealing on tank

15. Weekend Labs

16. Weekend Labs - had to come in from 11pm to 4am due to Storms Highwater Alarm

17. Daily Labs - Clean out Chemical room for Electrician  
Move stuff out of PLC Room - Finish CCR to be recycled

18. Daily Labs - Locates - pick up CCR from Backhoe meet w  
Mankus

19. Lab Day - Take Boats to EVV water - paperwork  
for Mankus - Locates

20. Daily Labs - paperwork for Mankus - talk to IDEM abt  
Application - Get materials for Jobs

21. Daily Lab - check on workers and job they are doing  
w/ making - check pumps takeburgh both pumps went down  
Fixed.

22. GARY WEEKEND

23. GARY WEEKEND

24. Daily Labs - Meet Mankus go over monthly MRO for Staff  
Rain checked pulvert and ditch for debris - repair stop sign -

25. ~~DAY~~ Sick Day - Dentist oral surgery

26. Daily Labs - Locates - order supplies from blue book  
Left AT 3pm due to Oral Surgery and pain in mouth

27. Daily Labs - meet w/ Mankus - give out Jobs to Eric B.  
and R. Mohler - Locates for Journals in Street & Locater  
for County on Culvert to be fix by County

28.

29.

Steve Bailes

Gary Holder

Daily Work Log  
June 2019

14. pump sludge liftstations - Tower cell - RUN GEN.

15. 

16. 

17. METERS - LIFTSTATIONS - TOWER CELL

18. METERS - LIFTSTATIONS - TOWER CELL

19. METERS - LIFTSTATIONS - TOWER CELL

20. METERS - LIFTSTATIONS - TOWER CELL

21. METERS LIFTSTATIONS - TOWER CELL - RUN GEN.

22. CALIBRATIONS

23. CALIBRATIONS

24. METERS - LIFTSTATIONS - TOWER CELL

25. METERS - LIFTSTATIONS - TOWER CELL

26. METERS LIFTSTATIONS - TOWER CELL - LOCATE

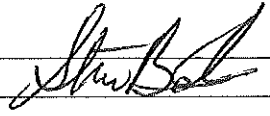
27. 

28. 

29. 

Steve Bad

**Time Sheet**  
**Town of Lynnville**  
**June 2019**

**Employee Name: ROBERT MODLIN**      **Manager Approval:** 

**Hours**

	16(S)	17(M)	18(T)	19(W)	20(T)	21(F)	22(S)
Com Ctr							
Fire							
Park							
Town Hall		1	1	1			
Wtr/Swr		6	5	4			

**Daily Work Log**

Com Ctr							
Fire							
Park							
Town Hall		① weed eat	① mow grass	① ② ③ mow			
Wtr/Swr		7:30-11:30 ⑥	7:30-12:30 ⑤	7:30-11:30 ④ work at			

**Comment:**      work at plant      Read meters      sewer plant

**OFFICE USE ONLY**

	Com Ctr	Fire	Park	Town Hall	Wtr/Swr
<b>Totals</b>				3+2=5	15+13=28

Time Sheet

③ 

W - 14  
S - 14  
-----  
28

Town of Lynnville  
June 2019

Employee Name: ROBERT MODLIN Manager Approval: *[Signature]*

Hours

	23(S)	24(M)	25(T)	26 (W)	27 (T)	28(F)	(S)
Com Ctr					TURN	****	
Fire					IN	PAY	
Park					TIME	DAY	
Town Hall			1	1	SHEET	****	
Wtr/Swr			6.5	6.5	BY 9AM	****	

Read meters Daily Work Log

Com Ctr			1 1/2 12:00-1:30 Weed	2 Weed			
Fire							
Park							
Town Hall			6:30-7:30 Trach 1:40-2:00 snow	6:30-7:30 Trach 12:30-2:00 weed-out			
Wtr/Swr			7:30-12:30 read meters	7:30-12:30 read meters			

Comment:

7 1/2 7 1/2

OFFICE USE ONLY

	Com Ctr	Fire	Park	Town Hall	Wtr/Swr
Totals				2	13