**TOWN OF MERIDIAN HILLS**

**TOWN COUNCIL MEETING MINUTES
Monday, March 10, 2025, 7:00pm, Park Tudor**

*GOVERNED BY ROBERT RULES OF ORDER*

1. President Freihofer called the meeting to order at 7:02PM ET after confirming Quorum. The following were in attendance:
	* Walter Freihofer, Town Councilmember—President
	* Craig Huse, Town Councilmember
	* Greg Jacoby, Town Councilmember
	* Cole Marr, Town Councilmember
	* John Dillon, Clerk Treasurer
	* Mike Russo, Town Marshall
	* David Borden, Town Engineer (CrossRoad Engineers, PC)
	* Ryan Mann/Sloan Schafer, Town Attorney (Dentons)

Zach Gordon, Town Councilmember, and Jim Higgins, Town Accountant (LWG CPAs & Advisors), were absent.

1. Pledge of Allegiance—Led by Councilmember Freihofer
2. Any Resident Issues—No Comments
3. Approval of Minutes from January 13, 2025—Councilmember Marr moved to approve, and Councilmember Huse seconded. No discussion. The motion to approve the minutes passed with a 4-0 vote.
4. Second Approval of Minutes February 10, 2025—Councilmember Huse moved to approve the Second Approval of Minutes February 10, 2025 (attached to these meeting minutes as Attachment A), and Councilmember Jacoby seconded. No discussion. The motion to approve the minutes passed with a 4-0 vote.
5. New Business - Clerk Treasurer
* Snow Removal Discussion—Clerk Treasurer Dillon discussed the status of the 2025 Snow Removal Budget, as outlined below.
	+ 2025 Budget for Snow Removal | $56,000.00
	+ Spent Year to Date | $38,255.25 (this includes the $11,125 included in the Voucher Packet)
	+ Remaining Budget | $17,744.75
* Voucher Packets – Approved—Clerk Treasurer Dillon discussed the approval of the voucher packets and recommended approval by the Council. Councilmember Marr moved to approve, and Councilmember Jacoby seconded. No discussion. The motion to approve the Voucher Packets passed with a 4-0 vote.
* Acceptance of January 2025 Financial Packet—Clerk Treasurer Dillon recommended approval by the Council of the January 2025 Financial Packet. Councilmember Jacoby moved to approve, and Councilmember Huse seconded. No discussion. The motion to approve the January 2025 Financial Packet passed with a 4-0 vote.
* Approval of the January 2025 Bank Reconciliation—Clerk Treasurer Dillon recommended approval by the Council of the January 2025 Bank Reconciliation. Councilmember Jacoby moved to approve, and Councilmember Huse seconded. Clerk Treasurer Dillon identified that the Town credit card in former Clerk Treasurer Jim Rush’s name had unidentified charges from a restaurant (Tre on Main in Carmel, IN), so Clerk Treasurer Dillon requested the credit card servicer to shut down the credit card. The credit card servicer subsequently shut down the credit card. Clerk Treasurer Dillon requested the credit card servicer to issue a new credit card to be issued in Clerk Treasurer Dillon’s name. The new credit card has now been issued. After discussion, the motion to approve the January 2025 Bank Reconciliation passed with a 4-0 vote.
* Police Report
	+ Town Marshall Russo reported that he will put together a capital needs analysis for the Police Department to identify funding needs for the future. He explained that the Police Department’s Chevrolet Tahoe required repairs, which were estimated to cost roughly $2,300 to fix. The Tahoe is currently at Penke’s and will most likely be returned to the Police Department on Tuesday, March 11.
	+ Councilmember Marr asked Town Marshall Russo about the status of the Police Department’s automated external defibrillator (AED). Town Marshall Russo stated that the AED is out of service and needs a new battery. The AED’s manufacturer (Phillips) does not support battery replacement. Councilmember Marr noted that the AED had been used twice last year. Councilmember Freihofer moved to allow the Police Department to purchase a new AED, and Councilmember Huse seconded. No further discussion. The motion to allow the Police Department to purchase a new AED passed with a 4-0 vote.
1. New Business – Town Engineer
	* Inventory Report—Town Engineer Borden identified the Inventory Report (attached to these meeting minutes as Attachment B) for the Council’s review.
	* Project Updates:
		+ 2023-02 CCMG Pavement Maintenance Project:

Town Engineer Borden mentioned that there was a warranty issues on one of the raised crosswalks that needed to have the thermoplastic pavement markings replaced. It will be completed this month.

* + - 2024-01 CCMG Pavement Project – pre-con Midwest Paving is scheduled for 3/20/2025.—Town Engineer Borden identified the pre-construction meeting on March 20 with Midwest Paving for the 2024-01 CCMG Pavement Project and explained anyone from the council can attend.
* 2024-02 CCMG Pavement Project – project fully executed on 3/4/2025 and submitted to INDOT for funding request. INDOT-LPA contract signed by President Freihofer on 2/27/2025. Town Engineer Borden stated that the bid for the 2024-02 CCMG Pavement Project occurred on February 10 and that the funding request was submitted to INDOT. INDOT executed the LPA contract ahead of executing the construction contract. The LPA contract is for more than what was submitted via the funding request per the executed construction contract. Town Engineer Borden stated that he notified INDOT of this discrepancy and that INDOT has not taken any further action.
	+ Funding Applications:
		- 2024 Indy NIP Application (awarded) – DPW update e-mail dated 1/14/2025.—Town Engineer Borden discussed the Town’s 2024 Indy NIP Application with INDOT that was ultimately awarded but that DPW is behind on getting these executed. Town Engineer Borden will continue to monitor this with DPW.
	1. 2025 Indy NIP Application – submitted on 2/13/2025 includes 24-TOMH-01 & street sign replacement. —Town Engineer Borden explained that the 2025 Indy NIP Application was submitted on February 13 and included 24-TOMH-01 and street sign replacement. No responses have been received from DPW regarding this.
		+ 2025-2 CCMG Application (July 2025) – begin discussions in May. —Town Engineer Borden explained that the 2025-2 CCMG Application is not due until July. Town Engineer Borden asked the council to begin thinking about potential projects that they would like to consider.
	+ Infrastructure
		- 75th St speed limit signage update—A n updated exhibit will be provided to the council this week for review regarding the 75th Street speed limit signage and implementation if desired.
		- 75th St & Pennsylvania St – stop sign hit and replaced.—Town Engineer Borden stated that he was informed by the contractor responsible for replacing the stop sign at 75th St and Pennsylvania St that the stop sign was replaced, but he has not observed the intersection in-person to determine whether it has actually been replaced, but it has been confirmed by Morphey Construction. Town Engineer Borden indicated that DPW placed a temporary sign at either this location or at 77th St and Holliday Dr E. Councilmember Freihofer stated that he has a stop sign mounted on a sawhorse in his garage that DPW has access to and can use if a stop sign is damaged.
		- 77th St & Holliday Dr E – stop sign hit and replaced. —Town Engineer Borden stated that he was informed by the contractor (Morphey Construction) responsible for replacing the stop sign at 77th St and Holliday Dr E that the stop sign was replaced, but he has not observed the intersection in-person to determine whether it has actually been replaced. He indicated that DPW placed a temporary sign at either this location or at 75th St and Pennsylvania St.
		- President Freihofer stated that he has a stop sign mounted on a sawhorse in his garage that DPW has access to and can use if a stop sign is damaged.
	+ Project Reviews
		- 75th Holliday Dr W – meeting with TOMH, BNS & DPW on 2/3/2025 – city acknowledged they issued permit in error. — Town Engineer Borden explained that the City of Indianapolis acknowledged that it issued the permit for the private drainage pipe at 7401 Holliday Dr W in error. City prosecutor to decide whether to prosecute the issue or to not. Clerk Treasurer Dillon noted that Attorney Mann sent a letter of objection, and Attorney Ryan Mann stated that he will follow-up on the issue.
		- 7499 N Illinois Street – second driveway curb curt has been requested (see attachment C - site plan). Town Engineer Borden introduced the request for a variance for 7499 N Illinois St for a second driveway curb cut and pointed to Attachment C to these meeting minutes. He explained that Illinois St may technically be a thoroughfare on the Marion County Thoroughfare Plan but that the Town has jurisdiction over this variance request pursuant to the MOU.DPW has a standard policy for one driveway curb cut per property BUT their standards allow for a second curb cut if the property has more than 100’ of frontage. The petitioning property has over 300’ of frontage. The town engineer supported the request for an additional curbcut based on standards and safety need due to volume and speeds of 75th St. Mr. Kampman also spoke to support his request in addition to his request for fencing. The council made a motion for approval for both and was passed*.*
		- Town Engineer Borden explained that DPW only allows once driveway per resident, but, for larger frontages, additional curb cuts may be allowed. Town Engineer Borden believes that the additional driveway is warranted based on the location on N Illinois St.
			* Councilmember Freihofer introduced the Petitioner, Mitchell Kampman, who then spoke about why he is requesting the additional curb cut and driveway. Petitioner Kampman stated that he wants it for safety and that his neighbor to the east has a large fence that obstructs his view from his existing driveway, which makes it dangerous for him and his family to exit the existing driveway. Petitioner Kampman also requested approval for a front yard fence.
			* Councilmember Freihofer noted that Petitioner Kampman previously contemplated a fence request, and that Councilmember Freihofer explained that the fence must be maximum 42 inches in height.
			* Councilmember Freihofer and Petitioner Kampman discussed fence height restrictions for front yards and side yards. Petitioner Kampman stated that the existing split rail fence on his property would be completely removed and not replaced. Petitioner Kampman presented a form letter that he sent to his neighbors along with sample images showing the limestone pillars and the pressed spear pickets that would make up the fence, included in Attachment C to these meeting minutes. The fence would be 8 feet from the edge of the existing sidewalk on the north side of the property.
			* Councilmember Freihofer noted that the St. Luke traffic warrants approval of Petitioner Kampman’s request.
			* Councilmember Jacoby asked Petitioner Kampman whether he would wire the fence/driveway with lighting, and Petitioner Kampman responded in the affirmative and eventually would like a moveable gate on the driveway.
			* Councilmember Marr noted that he would allow more leeway to Petitioner Kampman’s request due to 75th St being a thoroughfare. Councilmember Freihofer and Town Engineer then discussed whether 75th St was still considered a County thoroughfare.
			* Councilmember Jacoby asked Petitioner Kampman whether he would include landscaping along the fence, and Petitioner Kampman indicated that he would add ornamental grass.
			* Councilmember Freihofer then moved to approve the variance request for 7499 N Illinois St regarding the curb cut and driveway identified on Attachment C to these meeting minutes and for the construction of a 42-inch fence and landscaping on the property as identified on Attachment C. Councilmember Jacoby seconded. No further discussion. The motion to approve the variance passed with a 4-0 vote.
		- 7375 N Pennsylvania Street – plan review for home reconstruction completed and approved on 2/4/2025. —Town Engineer discussed the home reconstruction review for
		- 7375 N Pennsylvania St was completed and approved. Task is closed.
		- 75th St & Illinois St – observations in response to letter from Mr. Mitchell Kampman dated 1/13/2025.—Town Engineer Borden summarized the findings of the field observation and stated that the intersection was observed between 2:50 – 3:30 pm. Additional enforcement was highly recommended with raised crosswalks being effective but costly and flashing LED stop signs appearing to be ineffective in this application since it appears the existing stop signs are simply being ignored and not unseen. He explained that there are three ways to remedy the situation:
			* + Enforcement
				+ Raised crosswalks.
				+ Solar powered LED flashing stop sign.
* Pennsylvania St over Williams Creek – beams have been set. Deck and approach concrete pour plan being created. — Town Engineer Borden discussed the status of the Pennsylvania St bridge over Williams Creek. He stated that he observed the site on March 10 and that the beams are set, and reinforcement is in place. Pre-pour meeting is scheduled for 3/11/25 and a dry run with the screed will be performed this week. Deck pour is scheduled for 3/18/25. Project is currently scheduled to be completed by the end of June.
	+ The construction company is preparing for mock pours and testing screed. The concrete pouring should be completed by March 18. Clerk Treasure Dillion asked when the project should be completed, and Town Engineer Borden stated that the entire project should be completed by the end of June.
	+ Councilmember Jacoby raised further discussion about the issue with drivers disregarding the stop signs at the 75th St and Illinois St intersection. Councilmember Freihofer stated that more enforcement is needed. He believes that drivers see the stop sign and simply disregard them. He explained that the solar powered LED stop signs were roughly $6,000 each and that it isn’t practical to install them. Town Engineer Borden restated that he was present at the intersection between 3:20PM and 3:50PM. Clerk Treasurer Dillon recommended that the Council notify St. Luke Catholic Church and School that the Town intends to increase enforcement of the stop signs. Councilmember Marr stated that the issue during school pickup is different than the issue during other times of the day and that focus should be made on enforcement during the other times of the day. Councilmember Jacoby and Town Marhsall Russo discussed stop sign ticket fine amount and whether the Council has the authority to increase the fine amount. Clerk Treasurer Dillon stated that it could be beneficial to ask St. Luke Catholic Church and School to make an announcement that the Town will increase enforcement of the stop signs. Resident Mitchell Kampman (7499 N Illinois St) stated that a letter from a resident was published in the school newsletter and that the school put a resource office on N Illinois St with their lights on and that the resource officer’s presence reduced the number of drivers running the stop signs.
	+ Development Standards
		- 6445 N Illinois Street – seeking a variance. —Councilmember Freihofer introduced Petitioner Joe Hawkins’s request for a side yard setback variance at 6445 N Illinois St for a new garage to replace his existing garage on his side yard on the north side of his property. His specific request is to decrease the side yard setback on the north side of his property from 15 feet to 12 feet. Petitioner Hawkins provided a copy of the plans and copies of support letters from all his neighbors (except for east neighbor Rodney Miller (44 Wellington Rd), who did not respond) to the Council, which are attached to these meeting minutes as Attachment D.
		- Petitioner Hawkins stated that the practical difficulty with the current setback and his current garage is that his house was built in the 1940s and the current garage can only fit one car, which can barely fit.
		- Councilmember Jacoby stated that he did not see any problem with the request, due to the nature of older homes and the fact that the 12-foot setback would be the same as the other side of the street.
		- Councilmember Freihofer explained that Petitioner Hawkins received general support from his neighbors and that he filed a variance request with the City of Indianapolis. The hearing for that will occur on April 1.
		- Councilmember Jacoby moved to approve Petitioner Hawkins’s request to decrease the side yard setback on the north side of his property from 15 feet to 12 feet. Councilmember Huse seconded. No further discussion. The motion passed with a 4-0 vote.
1. New Business—Clerk Treasurer Dillon asked where to find the ordinance section regarding dog barking nuisances and requested that they be included in the meeting minutes. The relevant section of the ordinance regarding dog barking nuisances is attached to these minutes as Attachment E (Chapter VI, Article 1, Section 2).
2. Adjournment—With no other business to come before the Council, Councilmember Marr moved to adjourn the meeting, and Councilmember Jacoby seconded. The meeting was adjourned with a 4-0 vote at 7:47PM ET.