

Town of Dana

Town Council Meeting Minutes

August 11, 2026

Location: Town Hall, Dana, Indiana 47847

Call to Order

The meeting was called to order by Bob Richardson, Board President.

Pledge of Allegiance

The Pledge of Allegiance was led by Bob Richardson, Board President.

Roll Call

Bob Richardson, Board President – Present

Martha Kritzer, Board Member – Present

Fred Craft, Board Member – Absent

John Davern, Board Member – Present

Kyle Marshall, Board Member – Absent

Also Present:

Michelle Doan, Clerk-Treasurer

Christopher MacLaren, Town Marshal

Scott Craig, Town Attorney

Brent Bush Town Superintendent

Bob Brannin, Assistant Town Superintendent

Approval of Minutes

Martha Kritzer made a motion to approve, John Davern seconded, all in favor.

Old Business

- New Town Shop. Concrete floors to be poured Thursday August 13th
- Amendment to Soliciting Ordinance motion made by John Davern to approve, Martha Kritzer seconded, all in favor.

- Dumpster Days. The Towns Dumpster days was a success with 67 loads brought to the dumpsters. 100% of the cost was donated to the town for the dumpsters. The Board has approved to have its first Fall Dumpster Days at the end of September. Volunteers have offered to pay for the cost.
- Town Clean up letter. The clean-up list was signed and agreed to by the Board and letters should be sent out within two weeks from August Meeting meeting.

New Business

- Annual insurance renewal- Motion made by John Davern to approve and seconded by Martha Kritzer, all in favor.
- Town of Dana SRF Maintenance Building Project motion made by Martha Kritzer, seconded by John Davern, all in favor.
- Board has been made aware of IRS Requesting payment of \$113,964.63 and has decided to table the issue until IRS Field Rep contacts Town Clerk with a payment plan.
- Boyce annual renewal- Board has decided to wait till clerk is able to get quotes on different accounting software.
- Board approved Resolution No. 2026-11-08 Establishing a policy for water utility deposit refunds of one dollar or less. Motion made by John Davern, Second by Martha Kritzer.
- Amending Sewer Rates was tabled till Mike Novac can present his opinion on the matter.
- Troy from HWC stated the sewer is at a 90% compacity and recommends that the leak at the lift station be repaired before allowing anyone with an RV to hook up to the sewer. Board decided to table this until the leak is fixed.

Reports

Financial Reconciliation: Michelle and Patty are continuing to work towards reconciling the Town's accounts.

Water Report: Current water loss 25 %

Sewer Report: The monthly report was given.

Public Safety: Town clean-up under way.

Town Marshal Report: was given.

Town Vehicles Miles Traveled Report: Was given by Clerk

Adjustments: Board approved one adjustment for a water leak.

Public Comment: Steve Phelps is thinking about putting an RV Park on his pasture. He is outside Town Limits. He is wanting to know if it would be acceptable by the town for him to tie into the Towns water and Sewage lines. Town Board has decided to table the issue until

leak at lift station is fixed. Steve stated he was willing to wait for the leak to be fixed, and he is several months out before he begins.

Adjournment

A motion to adjourn was made by Marth Kritzer, seconded by John Davern, and carried unanimously.