

**DARLINGTON TOWN COUNCIL & UTILITY BOARD  
MINUTES  
JANUARY 5, 2023**

**Call to Order**

President Nicole Parker opened the meeting with all council members present. Joining the council was Clerk-Treasurer Michelle Cash.

2023 President/Vice President – A motion to elect Nicole Parker, President, and Nick Riddell, Vice President, was made by Noelle Suiter and seconded by Marilyn Cohee. Motion Approved (5-0)

Public Comment – None

**Approval of Minutes**

Marilyn Cohee motioned to approve the December 1, 2022, regular meeting, seconded by Teresa Sutherlin. Motion Approved (5-0).

**Money Matters**

The motion to approve the payroll accounts receivable and appropriation report for the month of December 2022 was made by Teresa Sutherlin and seconded by Noelle Suiter. Motion Approved (5-0). All reports are emailed *before* the meeting to be reviewed.

**New Business**

Michelle Cash - Clerk-Treasurer, reported on the exit conference for the 2017-2021 SBOA audit. The SBOA recommended another step for internal controls on the transfer of online credit card payments for the utility department. The SBOA also commented on the asset report and informed the clerk that the report must be done completely by 2024. The supplemental compliance report was discussed and initialed by each council member. Clerk Cash went on to discuss the asset report for the town. Mr. Larry Tippen has begun work on the asset report and will complete the report by February 2023.

**2023 Appointed Liaisons:**

Town Hall – Noelle Suiter

Police Department – Nicole Parker

Electric Department/Street – Noelle Suiter

Park – Marilyn Cohee (Baseball-Softball Program) – Town Board

Wastewater – Nick Riddell

Code Enforcement Officer – Nicole Parker

Clerk Treasurer Michelle Cash supplied the 2023 Nepotism Forms for the council to sign.

**Old Business:**

The rate study for the electric department was discussed, and the start date for the increase will be on the April bill.

Clerk-Treasurer Michelle Cash gave an update on the Community Crossing Grant. The town is now waiting to see if the grant will be approved.

MVH Report- 4- way stop signs have been put in place throughout the tow.

Darlington Police Department - Marshall Kevin Crull sent the December activity logs and the January 2023 police schedule email.

Park – No Report – A motion to increase the baseball/softball 2023 contract to 15% was made by Marilyn Cohee, seconded by Nicole Parker, due to the increasing cost of supplies for the fields. Motion approved (5-0). The board will provide a schedule of fees to rent the diamonds, concession stand, and park shelters at a later date. These fees will not apply to the baseball/softball program during the season. Any tournament other than the end-of-season tourney will be subject to the new fees.

Code Enforcement Officers – No report

Clerk-Treasurer Cash presented the billing report for the month of December 2022.

Clerk- Cash informed the council that an email was sent to Aqua about repairing a fire hydrant on the corner of Franklin/Harrison that has been unrepaired since 2018. Clerk Cash presented the contracts for 2023.

Tyler M. Nichols – Taylor, Chadd, Minnette, Schneider & Clutter, P.C. -Town Attorney.

Deidra Jill Mullen – Cleaning Services Agreement – Community Center, Park.

Amy Brown – Cleaning Services Agreement – Town Hall

A motion to approve all 3 contracts was made by Noelle Suiter, seconded by Marilyn Cohee.

Motion approved (5-0) for Tyler M. Nichols and Deidra Jill Mullen. The motion to approve Amy Browns was (4-0-) with Nick Riddell abstaining.

Council Members Report

Marilyn Cohee – Nothing

Teresa Sutherlin – Nothing

Noelle Suiter – Baseball/Softball fees


Nick Riddell – Nothing


Nicole Parker – Nothing

Public Comment – None

The next scheduled Town Board and Utility meeting will be on February 2, 2023 – at 5:00 p.m. – at the Darlington Community Center.

The motion to adjourn was made by Nick Riddell and seconded by Nicole Parker. Motion Approved (5-0).

  
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Nicole Parker, President

  
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Teresa Sutherlin, Council Member



