

ANNUAL EVENTS

Flea Markets	2nd Saturday May-October
Art Fair	2nd Saturday in June
Kirk's Crossing Festival	4th Weekend in June
Octoberfest	2nd Saturday in October

Note: Throughout this guide the term sewage was used in lieu of the more conventional term wastewater to make a clearer distinction between water and wastewater.

The entire Municipal Code of the Town of Kirklin is maintained in the office of the Clerk-Treasurer and is also available online at:

<http://www.amlegal.com/?s=kirklin>

Note: Due to budget constraints, updates are made annually to the Municipal Code. All newly adopted ordinances are available immediately in the Clerk-Treasurer's Office.

Town of Kirklin Guide For Residents

Guide to Contacts, Meetings, and Services

Town Hall (Community Center)

113 N. Main Street

CONTACTS

EMERGENCY – POLICE, FIRE & MEDICAL	911
Police Administrative Non-Emergency	(765)279-5198
Office of Clerk-Treasurer	
Monday – Thursday 8:00 a.m. - 4:00 p.m.	(765)279-8786
Utility Billing Office (Water, Sewer, Storm, Trash)	
Monday – Friday 8:00 a.m. – 12:00 p.m.	(765)279-8786
Water & Sewer Superintendent	
Weekdays 8:00 a.m. – 4:30 p.m. & after hour emergencies	(765)209-2655

LEAF & LIMB PICK UP

The town will pick up **bagged** leaves and grass on Mondays, weather permitting. Limbs must be small enough in length for one person to handle, and no wider than 4" in diameter. For safety reasons, all limbs must be facing the same direction. All items need to be at curbside no later than 8:00 a.m.

VICIOUS DOG ORDINANCE

To protect its citizens, the town has an ordinance banning all vicious dogs. Specific breeds that are not allowed are: Pit-bulls, Chows, & Rottweilers. In addition to these breeds, any dog that attacks other animals or humans can be banned as well.

CABLE & INTERNET SERVICE

Cable & internet service is provided by Swayzee Communications and they can be reached at 800-435-8353. Other internet options may be available through satellite service providers as well.

ELECTRIC SERVICE

Electric service is provided by Duke Energy. To establish new service or to report service issues, Duke Energy can be reached by calling 800-521-2232.

BUILDING PERMITS

All building permits for the town are administered through Clinton County Area Plan Commission at (765) 659-6302.

TOWN WEBSITE

Check out the Town of Kirklin's website at

Kirklinindiana.org

TOWN COUNCIL MEETINGS

Town Council meetings are held on the 2nd Monday of each month at 7:00 p.m. Meetings are held at the Kirklin Town Hall.

Following the opening of each meeting and the approval of minutes of the preceding meeting, petitions or comments by citizens may be made to the Town Council. The Council encourages public input on issues relevant to the town's governance.

TOWN NOTIFICATION SYSTEM

The town has a notification system in place that we encourage everyone to sign up for. We will notify you of important issues that may affect your services such as hydrant flushing, water outages and town-wide emergencies, etc. Sign up is easy with the following steps:

1. Visit the Town of Kirklin website at kirklinindiana.org
2. Select "subscribe" on the right-hand side of the Home page
3. Follow the prompts and enter your preferred contact information. You will be able to register as many phone numbers and email addresses as you would like.

GOLF CART PERMITS

The operation of golf carts on town streets (highways not included) is permitted, as long as the golf cart has a current permit. The initial permit fee is \$25.00, with an annual renewal fee of \$10.00.

Applications are available at Kirklin Town Hall or on the town website at kirklinindiana.org. Golf carts must be able to pass inspection of the items listed in the application and proof of insurance specifically for the golf-cart is required.

COMMUNITY BUILDING

The Kirklin Community Center contains not only the Office of the Clerk-Treasurer, Utilities Office, Office of the Town Marshall, and the meeting room of the Town Council, but also has a social/meeting hall for rent. The current rental fee is \$50.00 + \$3.50 sales tax. A \$150.00 security deposit is required, and all fees must be paid prior to rental. If you would like more information or to reserve the room, please call Kirklin Town Hall (765)279-8786.

PARK FACILITIES

An enclosed park shelter, including use of the bathroom facilities is available. To reserve the facilities, please contact the Office of the Clerk-Treasurer for the cost & contact information.

MUNICIPAL SERVICES PROVIDED

The town provides police protection, water supply, sewer, and storm sewer services. In addition, the town maintains the streets by removing snow and street paving.

Your taxes DO NOT support the water or sewer departments or solid waste collection which are solely funded by user fees collected monthly.

Fire protection is provided by the town through a contract with Kirklin Township which operates the Kirklin Fire Department.

TRASH COLLECTION

The town contracts for the collection of garbage within the corporation limits of Kirklin. The town collects a monthly fee per residential property on behalf of the contractor. Our current provider is Smith Trash Service. **Garbage pickup is every Monday. All trash must be at the curbside no later than 7:30 a.m. on trash collection day, and no earlier than 2:00 p.m. on the preceding day.** All trash receptacles must be removed from the street on or before 9:00 p.m. following trash collection.

Please contact Smith Trash Service directly for excess garbage, or special item pick-up at 765-577-1532 or 765-894-3860. **Trash collection will be on Tuesdays if the following holiday falls on a Monday: New Years Day, Memorial Day, July 4th, Labor Day, Christmas Day & New Year's Day.** You are allowed eight bags of household trash per week for regular customers and five bags of household trash for senior citizens. Please contact the utilities office when you attain the age of 62 to begin receiving your senior citizen discount of .50 cents.

WATER LEAKS

Most leaks are from either inside or outside faucets or the toilet flap valve or overflow pipe. Suspected toilet leaks can be found by removing the toilet water tank lid and observing if the water level is about one inch below the overflow riser pipe or box. If not, adjust the water level float to lower the water level. Second, add some food coloring to the water tank and observe over time if any color develops in the toilet bowl, which would indicate leakage of the flap valve which may not be seating completely. The chain connected to the flush lever could also be tangled or too short or the flap valve may need replacing.

Other water loss sources include softener control valves which do not fully close or too frequent regeneration of your softener. Have these checked by your softener vendor.

The town will take responsibility of any leak that occurs at the water meter and within twelve inches of the meter itself. Any leak that occurs after 12 inches from the water meter, up to and including the structure is the property owner's responsibility.