

**MINUTES**  
**REGULAR MEETING PRINCE'S LAKES TOWN COUNCIL**  
**PRINCE'S LAKES TOWN HALL, 14 E LAKEVIEW DR, NINEVEH, IN 46164**  
**June 15, 2020**

MEMBERS PRESENT: COUNCIL PRESIDENT GREG NELSON  
VICE PRESIDENT MIKE GALLAMORE  
COUNCILOR TROY MEADOWS  
COUNCILOR PHILIP MONTARSI  
COUNCILOR KAREN HARRISON

CLERK-TREASURER PRESENT: ERICA LYDEN-GIGER

TOWN ATTORNEY PRESENT: LEE ROBBINS

STAFF PRESENT: WATER SUPT SCOTT BLACKWELL  
STREET SUPERINTENDENT AREC BURTON

GUEST PRESENT: JOHN QUERY

PUBLIC PRESENT: LAYMAN BOYD  
LORRI MCCALL  
HOPE NUTT  
ANTHONY GIGER

Council President Nelson called the meeting to order at 6:30 p.m. followed by the Pledge of Allegiance

**GUEST SPEAKERS:**

John Query with HWC presented the council with invoices for Division A, which is the tank installation – Phoenix Fabricators, for Pay Application #3 in the amount of \$183,712.36 and Division B – which is the water main portion of project Sub-Surface of Indiana, Pay Application #2, in the amount of \$162,309.22

Council President Nelson made a motion to approve Pay Application #3 for \$183,712.36 and Pay Application #2 for \$162,309.22 Councilor Meadows seconded the motion and passed unanimously.

Mr. Query also presented the council with a decrease change order in the amount of \$3,132.32 on Division A. Includes upgrading the electrical service for potential antenna.

Water Superintendent Scott Blackwell mentioned that with the upgrade we have potential future income if we want rent out the use of our tower in the future.

Council President Nelson made a motion to approve decrease change order #1 in the amount of \$3,132.32 Councilor Montarsi seconded the motion and passed unanimously.

Town Attorney Lee Robbins spoke about the easement issue with the water tower project. Jessie Hensley, the property owner, passed away. The Trustee of the estate wants to know if any considerations were paid to other land owners that gave an easement.

Superintendent Blackwell spoke with the caretaker of the land. The caretaker said the house will be more valuable if it has city water. Mr. Blackwell feels we should offer free hookup to water service. We gave the other easement owner, Mr. Smith, a free water hookup which would cost \$1085.00, and \$2500.00 to run water lines close to the house.

Mr. Robbins wants authority to be able to offer the Trustee of The Hensley Estate the same as the Smith easement, waive the connection fee and run water lines up to 20 feet of the house, and up to an additional \$2500.

Vice President Mike Gallamore made a motion for Mr. Robbins to offer to waive the connection fee and run water lines up to 20 feet of the house and up to \$2500 if he needs to negotiate that high. Council President Greg Nelson seconded the motion and passed unanimously.

Mr. Robbins spoke about the \$11,000 set fee to review any request that Camp Atterbury has just to review our request for an easement. He needs to speak with Colonel Hines about waiving the fee, but Colonel Hines is no longer on Camp Atterbury. State Revolving Fund won't let us use their money to purchase easements, but we can use their money to pay the \$11,000 structure fee. Then the Army Core will process our request for the easement. Mr. Robbins is hopeful Camp Atterbury will waive the \$11,000 fee because it's mutual beneficial to both parties. Camp Atterbury will not process the easement until the structure is in the ground. Mr. Robbins requests the council gives him the authority to pay the \$11,000 fee.

Vice President Mike Gallamore made a motion for Lee Robbins to approach the Army Core to pay \$11,000 processing fee. Councilor Montarsi seconded the motion and passed unanimously.

John Query asked for a copy of the fee structure letter to give to SRF. Mr. Robbins informed Mr. Query that he will give him a letter.

### **PUBLIC FORUM:**

Lorri McCall asked Lee Robbins to explain the letter he sent to her in response to her request for public records. She wanted to know why she didn't get minutes for March or April. Council President Nelson informed Ms. McCall there were no meetings in March or April due to Covid-19. Ms. McCall still wanted to know why there were no minutes and wanted to know what would happen if this were to go on for longer and how would you go back and figure out what happened? Discussion was made about how there are no minutes if meetings did not happen. Mr. Robbins explained the council would have a meeting to ratify what took place when we couldn't have a meeting, which is part of what the council will do tonight. There was an abbreviated claims

approval process from The State Examiner's Office and the Governor issued an Executive Order to be able to conduct business which we followed while we could not meet. Ms. McCall wanted to know if the council could have had a Zoom meeting. Council President Nelson informed Ms. McCall that the town could have had a Zoom meeting, but chose not to. Mr. Robbins informed Ms. McCall that none of his towns were meeting those first few weeks.

Lorri McCall also spoke and wanted to know where the missing picnic tables are. She said there were 4 at the pavilion, there are only 2 now, there are usually 2 inside the park where people walk the track, now there is 1 and wanted to know where the picnic table close to the Town Hall came from. Street Superintendent Arec Burton informed Ms. McCall that there have only been 2 at the pavilion and 1 inside the park. He also informed Ms. McCall that the picnic table at Town Hall came from the ball diamonds because it was not being used. Ms. McCall wants more tables. She also wants to know why the water fountains and restrooms are not open. Council President Greg Nelson spoke and informed Ms. McCall that the county has all the water fountains shut off and limited restrooms that can be used. Mr. Burton spoke and said the water got turned on last week and the pavilion and restrooms were power washed. They still need sanitized.

Lee Robbins spoke and advised the council they need to make a decision on when the restrooms will be available. Vice President Mike Gallamore spoke about the church that rents the meeting room at Town Hall, wants to use the pavilion to have their church. Councilor Montarsi wants to know if we can post a sign informing the restrooms are not cleaned regularly. Discussion was made.

Council President Nelson made a motion to open the restrooms with a notice and leave water fountains off. Councilor Montarsi seconded the motion and passed unanimously.

Council President Nelson said as soon as the sign is posted the restrooms can be open.

Lorri McCall asked Lee Robbins what she needs to do to request documents. Mr. Robbins informed Ms. McCall that she needs to use the same form she used last time. She told Mr. Robbins that she asked for documents and town business and she didn't get them. Mr. Robbins told her to contact him tomorrow to let him know what she did not get. Mr. Robbins also informed Ms. McCall and that she can't just ask questions. Under the Access to Public Records, she needs to ask for specific documents, and are entitled to view and get a copy of them.

Lorri McCall wants to know why the meeting was not posted on the website or the sign out front of Town Hall. Clerk-Treasurer Erica Lyden-Giger spoke and said the meetings were already posted for the entire year. Street Superintendent Arec Burton said he never puts the monthly meetings on the Town Hall sign. Discussion was made; meetings will be added to the new website. Vice President Mike Gallamore spoke about how the website will have items added and deleted as we go. It's in transition. Mr. Burton spoke and said the website is way better than the old one.

**APPROVAL OF MINUTES:**

Council President Nelson made a motion to approve the January 21, 2020 Regular Meeting Minutes, and the February 16, 2020 Regular Meeting Minutes. Councilor Meadows seconded the motion and passed unanimously.

**TOWN MARSHAL REPORT:**

No report given. Marshal Southers is off on medical leave.

**WATER/WASTEWATER REPORT:**

Water Superintendent Scott Blackwell asked council if he could hire a couple of seasonal part time workers.

Vice President Mike Gallamore made a motion to let Superintendent Blackwell hire up to 2 part time seasonal employees at \$12.00 per hour at no more than 30 hours per week. Councilor Meadows seconded the motion and passed unanimously.

Vice President Gallamore spoke about 100's of meters misreading because most are old, and residence have been getting a minimum bill.

Mr. Blackwell spoke about the need for a new hand held. The total for a new hand held is \$12,000. We've already paid \$2500 for the current software user fee; \$3500 will be the amount for the new user fee. Part of the \$2500 will be prorated back to us. The new hand held can go back 3 months, and will show the resident the exact amount and time the water usage accrued. All of the guys will be able to use an app on their own phone to show the resident their usage amount.

Council President Nelson made a motion to approve the purchase of a new hand held in the amount of \$12,000. Councilor Meadows seconded the motion and passed unanimously.

Mr. Blackwell spoke about all 7 wells running properly. Vice President Gallamore praised his team for getting the water efficiency up to 86%, Mr. Blackwell praised his entire team for working together to find and repair the issues, he singled out Arlene Miller for finding the misreads and sending out work orders to locate the issues. Mr. Blackwell discussed the generator for well 5a not working properly. He would like \$3000 to have the generator fixed.

Vice President Mike Gallamore made a motion to authorize Superintendent Blackwell to spend \$3000 to have WW Williams repair the generator. After discussion, Councilor Meadows seconded the motion and passed unanimously.

Councilor Meadows wanted to know what is wrong with the generator. Layman Boyd spoke about how mice destroyed the generator. The new generator will have a program to cycle though once a week to make sure it works properly.

Vice President Mike Gallamore spoke about the need for a redundancy with the Town of Edinburgh for Camp Atterbury. If something happens to the town and our wells, Camp Atterbury can tap into Town of Edinburgh. Vice President Gallamore is going to have a meeting with the town manager of Edinburgh about the redundancy line. Mr. Blackwell spoke about how Camp Atterbury spent \$1.5 million last year on upgrades to the water plant and will spend \$1.7 million this year.

**STREET DEPARTMENT REPORT:**

Street Superintendent Alec Burton spoke about the completed paving project. There are 5 manhole covers that need to be replaced. They will be dug out and concrete placed around them. They've also cleaned up the road side on drive ways to help the transition. Mr. Burton spoke about how they are cleaning up around the town with brush clearing and trimming. Mr. Burton is going to start a new grant for January to be able to pave 4 more roads. Vice President Mike Gallamore spoke about Mr. Burton writing about 95% of the grant that helped pay to pave the roads.

**CLERK-TREASURER REPORT:**

Clerk-Treasurer Erica Lyden-Giger presented the council with claims for the town in the amount of \$169,978.45 for April 2020, and \$123,971.58 for May 2020.

Mr. Robbins spoke about how in lieu of a formal claims approval policy, we were allowed to designate Council President Nelson to approve claims to be ratified in the first formal meeting.

Council President Nelson made a motion to approve and ratify the claims for April 2020 in the amount of \$169,978.45 and \$123, 971.58 May 2020 as approved previously by Council President Nelson due to Covid-19 Councilor Montarsi seconded the motion and passed unanimously.

Clerk-Treasurer Erica Lyden-Giger presented the council with claims for the town in the amount of \$149,033.03 for June 2020.

Councilor Montarsi presented the council with claims \$149,033.03. Councilor Meadows seconded the motion and passed unanimously

Clerk-Treasurer Erica Lyden-Giger presented the council with claims for water and wastewater in the amount of \$279,815.67 for April 2020, and \$346,426.55 for May 2020.

Council President Nelson made a motion to approve and ratify the claims for April 2020 in the amount of \$279,815.67 for April 2020, and \$346,426.55 for May 2020 as approved previously by Council President Nelson due to Covid-19 Councilor Montarsi seconded the motion and passed unanimously.

Clerk-Treasurer Erica Lyden-Giger presented the council with claims for the water and wastewater in the amount of \$255,660.20 for June 2020

Clerk-Treasurer Erica Lyden-Giger presented the council with approval for State Revolving Fund (SRF) Disbursement Request Form #19 for \$314,791 and Request Form #20 for \$43,994

Council President Nelson made a motion to approve and ratify the SRF claims Request Form #19 for \$314,791 and Request Form #20 for \$43,994 as approved previously by Council President Nelson due to Covid-19 Councilor Meadows seconded the motion and passed unanimously.

Clerk-Treasurer Erica Lyden-Giger presented the council with a list of stale dated checks. Checks are only valid for 2 years, and then the town is no longer obligated to pay those claims. After discussion, Council President Nelson made a motion to approve cancellation of stale dated checks in the amount of \$1,542.57. Councilor Meadows seconded the motion and passed unanimously.

Clerk-Treasurer Erica Lyden-Giger presented town council with the new website information. Total amount that was paid \$848.45, which includes a one-time set up fee of \$349.00 and \$549.45 annual fee, and a credit of \$50.00

Councilor Montarsi made a motion to approve new website, Council President Nelson seconded the motion and passed unanimously.

Clerk-Treasurer Erica Lyden-Giger also informed the council that she received a scholarship in the amount of \$375 to cover the cost of the conference she went to in March. Vice President Gallamore mentioned that Mrs. Lyden-Giger paid for all of her meals with her own money.

**OLD BUSINESS:**

Lee Robbins informed the council that the town now owns the property on Lilly Lane, and needs to make a decision on what to do with the property. The goal of owning the property was to be able to clean up an overgrown lot. Discussion was made about the neighboring lot owner expressing interest in the land and what stipulations can be made on the sale. Mr. Robbins spoke and discussion was made about combining both lots and vacating the lot line to make the property into one lot, can the sewer line be abandoned and not have to pay the wastewater bill?

Council President Nelson said we will have a meeting is discuss the issue further.

Lee Robbins spoke about the need to have a meeting and public hearing to reestablish the Cumulative Capital Development fund. Date and time was set for Monday June 29, 2020 at 5:00 pm

**NEW BUSINESS:**

Vice President Gallamore spoke about that the Census Bureau contacting us to confirm our boundaries. He was able to confirm our boundaries match with the maps from the county and what the Census Bureau has. Mr. Gallamore would like the other councilors to meet to discuss future planning because we don't know if and how much of funds will be available. We are going to get a payment around June 26, 2020 for property tax payments. Mrs. Lyden-Giger informed the council that there will be another supplemental tax payment deposited later this year. Also discussed the need to have Town Clean-Up Day, and when that should take place.

Town Clean-Up Day has been tentatively set for August 1, 2020 from 8-Noon.

Discussion was made about CARES Act funds. Mr. Robbins made a clarification that the funds are for reimbursement.

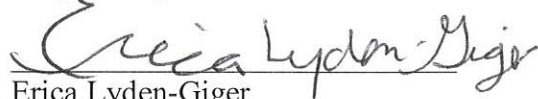
Discussion was about letting the church use the pavilion, but they can't reserve the space. It's on a first come first serve basis.

Water Superintendent Scott Blackwell asked council if he could carry over 5 vacation days.

Council President Nelson made a motion to authorize Superintendent Blackwell to carry over 5 vacation days to be used within 90 days. After discussion, Councilor Montarsi seconded the motion and passed unanimously.

Councilor Meadows made a motion to adjourn. Councilor Meadows seconded the motion and carried unanimously. The meeting adjourned at 8:27 p.m.

Respectfully submitted,

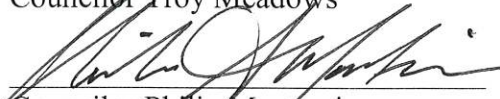
  
Erica Lyden-Giger  
Clerk-Treasurer

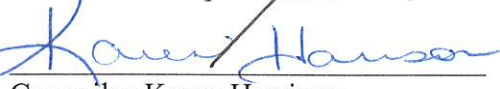
Council:

  
Council President Council President Nelson

  
Council Vice President Mike Gallamore

  
Councilor Troy Meadows

  
Councilor Philip Montarsi

  
Councilor Karen Harrison