

MEETING MINUTES
PRINCE'S LAKES TOWN COUNCIL
ADOPTION HEARING & COUNCIL MEETING
PRINCE'S LAKES TOWN HALL, 14 E LAKEVIEW DR, NINEVEH, IN 46164
October 19, 2020

COUNCILORS PRESENT: COUNCIL PRESIDENT GREG NELSON
VICE PRESIDENT MIKE GALLAMORE
COUNCILOR TROY MEADOWS
COUNCILOR PHILIP MONTARSI

COUNCILORS ABSENT: COUNCILOR KAREN HARRISON

CLERK-TREASURER PRESENT: ERICA LYDEN-GIGER

TOWN ATTORNEY PRESENT: LEE ROBBINS

STAFF PRESENT: MARSHAL GREG SOUTHERS
WATER SUPT SCOTT BLACKWELL
STREET SUPERINTENDENT AREC BURTON

PUBLIC PRESENT: DENNIS BUTTERFIELD
CAROL BUTTERFIELD
SANDY JONES
MIKE JONES
JOYCE LENAHAAN
DENNIS LENAHAAN
KAREN KERSCHEN
CHUCK KERSCHEN
KEVIN HARRISON
DEBBIE FRASH
ERIC FRASH
JULIE HARGESHEIMER
ROB HARGESHEIMER
SCOTT FASSOLD
VICKIE FASSOLD
JON QUERY – HWC
TOM SPETH
LORRI MCCALL
GARY GRAY

Council President Nelson called the Adoption Meeting to order at 6:30 pm followed by the Pledge of Allegiance

PUBLIC HEARING FOR BUDGET ADOPTION HEARING:

Council Vice President Mike Gallamore stated this meeting was to adopt the 2021 Budget as presented. Total budget is for \$901,864. After discussion,

- Council Vice President Gallamore made a motion to adopt the 2021 Budget. Council President Greg Nelson seconded the motion and passed unanimously.

GUEST SPEAKER:

Jon Query with HWC presented the council with invoices for Division A, which is tank erection and mobilization/demobilization - Phoenix Fabricators Pay Application #7 in the amount of \$191,235.00, & Division B which includes the work at the pressure reducing valve vaults at Graves Road, the primary items on this pay Nineveh Road, and Peoga Road along with stored materials for the vaults. Also, the work for the jack and bore of the water main across U.S. 31 is now in progress and included, Sub-Surface of Indiana Pay Application # 6 for \$132,289.87. Mr. Query also spoke about the need for the Council to approve the contract submitted by HWC to finish the Asset Management plan as a requirement from State Revolving Fund. The AMP has to be finished before the final draw on the construction project.

- Council President Nelson made a motion to approve claims Pay Application #7 in the amount of \$191, 235.00 and Pay Application #6 in the amount of \$132,289.87. Councilor Troy Meadows seconded the motion and passed unanimously.
- Council Vice President Gallamore made a motion to approve contract for the Asset Management Plan submitted by HWC. Councilor Phil Montarsi seconded the motion and passed unanimously.

PUBLIC FORUM:

Dennis Butterfield addressed the Council, and wanted to know why the Council has not yet voted to resurface the Pickleball court. Council President Nelson informed Mr. Butterfield a vote has not been taken yet because they only meet once a month and they asked Street Superintendent, Alec Burton, to contact companies to check on the condition of the court. Mr. Burton spoke and said the company he contacted said the court can be resurfaced. Discussion was about the safety of the condition of the court. There have been a couple of people that have fallen because of the cracks and unevenness of the court. Council Vice President Gallamore spoke about how the Council is unsure of the amount of money the Town will receive in 2021. Mr. Gallamore also spoke that the Town will probably not get the amount of money that it's used to due to Covid. Mr. Gallamore also spoke about how good it was to see such a large turnout to support Pickleball. Discussion was made about what was going to be spent out of the remaining budget for 2020. Mr. Burton said they are going to replace and fix the fence at the ball park; they are also going to fix the swings.

Town Attorney Lee Robbins spoke how the Council will know more about 2021 budget in January. There might be some grants to help provide funds for park improvement. Mr. Robbins also spoke about how it's great to see such a large support for Pickleball. Council President Nelson informed the public that the Council is not denying the request, but waiting until the spring when it's warm again and know where the Town is in the budget.

APPROVAL OF MINUTES:

- Council President Nelson made a motion to approve the September 14, 2020 Public Hearing Minutes, the September 21, 2020 Regular Meeting Minutes and the September 24, 2020 Work Session Minutes. Councilor Meadows seconded the motion and passed unanimously.

TOWN MARSHAL REPORT:

Marshal Greg Southers spoke about how they have 2 new reserve officers. They have been doing a good job dealing with drug busts. Marshal Southers informed the Council that his new printer has been ordered. The current printer is 12 years old. He has also checked the batteries on the defibrillators. Marshal Southers informed the Council about the need for 2 new defibrillators. He wants to spend \$1500 to buy a new one, and would like the Town to purchase another.

Mr. Gallamore spoke about the dog bite that happened a few weeks ago. Marshal Southers informed Mr. Gallamore that Officer Coffey did a good job with the situation. The report was submitted to the prosecutor's office, and then to animal control. Animal control does not want to pursue issue. Mr. Gallamore told Marshal Southers that if it happens again, he is going to have to ticket the dog owner.

WATER/WASTEWATER REPORT:

Superintendent Scott Blackwell spoke about the bids he received for the new portable generator. The bids came in between \$59,200 and \$62,000. Mr. Robbins informed Mr. Blackwell that he can contact State Revolving Fund to see if they will approve the purchase of the generator as a change order on the new water project.

- Council President Nelson made a motion to for Mr. Blackwell to purchase the new portable generator for \$59,200. Councilor Montarsi seconded the motion and passed unanimously.

Mr. Blackwell informed the Council that he and the billing clerk, Arlene Miller, sent out 115 shut off letters. 29 people signed the payment plan, 23 were shut off, and as of today, only 4 of those 23 are still off. Mr. Blackwell said the water efficiency is up to 79%, they changed out 300 more meters, which brings the total up to 800 new meters.

Mr. Robbins asked Mr. Blackwell if he had decided what was going to be painted on the water tower. Mr. Blackwell said the American flag was going to be painted, but still needed to find out if it needs to be lit. Mr. Nelson informed Mr. Blackwell that he researched the issue and it will need to be lit. Mr. Blackwell agreed that is what they will do.

Mr. Blackwell presented the council with claims for Water and Wastewater in the amount \$498,585.21

- Council President Nelson made a motion to approve claims for Water and Wastewater in the amount of \$498,585.21, Councilor Meadows seconded the motion and passed unanimously.

STREET DEPARTMENT REPORT:

Superintendent Alec Burton spoke how they are cleaning up the park and doing upgrades, he is getting bids to fix the fence. They have their new plow. Mr. Burton also spoke about the Asset Management Plan for the Street Department. The AMP is good for a year, and it has to be done to get grants. The Community Crossing Matching Grant has been submitted. Mr. Robbins spoke that it is impressive that Mr. Burton is able to do the AMP on his own because other Town's hire someone to do the AMP and it costs thousands of dollars. Mr. Burton also has purchased a few more solar lights for the top of the stops signs. He would like to be able to purchase a few each month. Mr. Burton also spoke about the need to upgrade the bathrooms to ADA compliant. Both bathrooms will have to be completely remodeled; he would like to have all the work done at once.

Mr. Gallamore informed the Council that an insurance claim was filed for the roof, but that it was denied due to age of hail damage. A claim was also filed for the ceiling damage to the men's restrooms, we have not heard back on that claim.

CLERK-TREASURER REPORT:

Clerk-Treasurer Erica Lyden-Giger presented the council with claims for the Town in the amount of \$112,188.24

- After discussion, Council President Nelson made a motion to approve claims for the Town in the amount of \$112,188.24. Councilor Meadows seconded the motion and passed unanimously.

Mrs. Lyden-Giger also presented the Council with quotes for new server for \$2944 and the purchase of new computers for \$3,754.79. Mr. Gallamore and Mr. Nelson confirmed that the computers are around 12 years old and need upgrading.

Mrs. Lyden-Giger informed the Council that under the CARES Act, we are now able to submit a reimbursement claim first responders' salary from March – September. Mr. Gallamore would like to purchase a couple of lap tops for employees to be able to work away from the office.

- After discussion, Council President Nelson made a motion to approve the purchase of a new server for \$2944, and the purchase of new computers for \$3,754.79. Councilor Montarsi seconded the motion and passed unanimously.

ATTORNEY'S REPORT:

Mr. Robbins informed the Council of his discussion with Doug Payne about the property on Lilly Lane. Discussion was made about how much time needed to be given to Mr. Payne to get the structure torn down and property cleaned up. Discussion was made about the weight limit restriction from December 15 – March 15 of every year.

- After discussion, Council President Nelson made a motion to have Lee Robbins contact Doug Payne and inform him that he must have the structure down and clean up between March 15, 2021 and May 15, 2021. Councilor Meadows seconded the motion and passed unanimously.

Mr. Gallamore informed the Council that the Town has been paying \$3000 a year for insurance on the two water towers on Camp Atterbury that don't belong to the Town. We are also paying full coverage insurance on the old water plant that needs torn down. Mr. Blackwell has contacted Camp Atterbury to inform them that the Town has been insuring the two water towers and they need to start covering them. Mr. Blackwell is waiting on confirmation from Colonel Hines. Mrs. Lyden-Giger has given the department superintendents an inventory sheet of assets from the insurance company to go through and make sure it is correct. Mrs. Lyden-Giger has asked the insurance company to put the insurance out for bids to get the lowest price.

PLANNING COMMISION:

Kevin Harrison presented Lee Robbins with a variance application package from Paul Sanders. Mr. Harrison stated Mr. Sanders thought he did not have to pay the \$200 variance fee unless he wins the variance. Mr. Robbins informed Mr. Harrison that is incorrect and the fee is paid regardless of outcome.

NEW BUSINESS:


Mr. Gallamore spoke to the Council about budget training session he and Mrs. Lyden-Giger had gone through. Mr. Robbins had conducted a similar training when Mr. Gallamore was elected into office. Mr. Robbins informed the Council that other Town Council's go through similar budget trainings. Mr. Gallamore would like to have another budget training session with the other council members, Mrs. Lyden-Giger and the consultant. Mr. Montarsi is open for a budget training class. Mr. Robbins discussed that the training class is not about completing the budget process, but about understanding the reports and what they actually mean. Mr. Gallamore feels there is value in having training. He would like to have the class before the end of the year

Mr. Gallamore would like the Council to consider the PILOT program. The Town gets \$5000 from Water and \$5000 from Wastewater; we could be getting \$47,000. If another company owned the utilities, they would be paying that amount anyway. Mr. Robbins informed the Council that it is a good idea to have the PILOT as high as it can go. Mr. Gallamore discussed how water efficiency has gone from being in the 60% range to 79%. Mr. Gallamore praised Mr. Blackwell's team for doing a great job at improving water efficiency and replacing old meters. Mr. Gallamore also wants the Council to consider the tie in with The Town of Edinburgh, to be able to sell them

water. It will cost around \$400,000, which will not have to be financed. The loop with Edinburgh will have to be financed. These are projects that will help the Town in the future. Mr. Gallamore spoke about the open Building Inspector position. There are a few properties that still need addressed. Mr. Robbins suggested he can get the process going on those properties. Mr. Nelson would like to have someone in the position that will continue to do both code enforcement and building inspector. Mr. Montarsi would like to know how other small towns handle this position. Mr. Robbins informed that other small towns have the position as a part time position. A lot of times it's a retired contractor. Mr. Gallamore stated if we keep the position as part time or sub contracted, it might free up office space to store public records. Mrs. Lyden-Giger spoke that she looked at the empty office today for a possible storage area. Discussion was made about retention records, and the need to destroy old records.

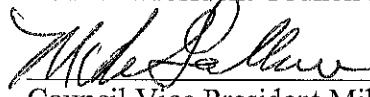
Council President Nelson made a motion to adjourn. Councilor Meadows seconded the motion and carried unanimously. The meeting adjourned at 8:46 pm.

Respectfully submitted,

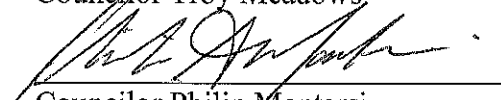

Erica Lyden-Giger
Clerk-Treasurer

Council:


Council President Council President Nelson


Council Vice President Mike Gallamore


Councilor Troy Meadows


Councilor Philip Montarsi


Councilor Karen Harrison