

SWEETSER TOWN COUNCIL

Meeting Minutes

June 28, 2018

I. Call to Order/Roll Call of Council Members Present/Pledge of Allegiance/Prayer

The regular meeting of the Sweetser Town Council was called to order at 7:00 pm on June 28, 2018 at the Sweetser Town Hall by Council President Rich Gamble.

Roll Call:

Dave Fox-Aye

Matt Stewart-Aye

Chuck Briede – Aye

Rich Gamble – Aye

Steve Kelley-Aye

The Pledge of Allegiance was led by Rich Gamble. Prayer was given by Matt Stewart.

II. Review and Approval of Minutes / Review and Approval of Bills

Chuck Briede made a motion to approve the minutes of the June 14, 2018 meeting and Matt Stewart seconded the motion.

Roll Call:

Dave Fox-Aye

Matt Stewart-Aye

Chuck Briede-Aye

Rich Gamble-Aye

Steve Kelley-Aye

Steve Kelley made a motion to accept the bills as written. Dave Fox seconded the motion.

Roll Call:

Dave Fox-Aye

Matt Stewart-Aye

Chuck Briede-Aye

Rich Gamble-Aye

Steve Kelley-Aye

III. Public Forum

- Mr. Counterman questioned the golf car permit fee. He thinks it is too high at \$30. The council discussed the issue at the June 14, 2018 meeting. This item will be revisited at a future date.
- Mr. Shick inquired about the dead tree along Main Street. The council took action later in this evening's meeting.

IV. Department Reports

- Town Marshall

- Rebecca Nelson will not be returning as the school crossing guard. Bill asked the council to forward names and/or applications to him. He asked if he could use the town's mobile sign to advertise the opening and the council agreed to let him use it for that purpose.
- There was continuing discussion of medical kits for the police vehicles and AED's. Bill's car has a medical kit but Ryan's does not. Ryan will check on supply sources and cost.
- Bill obtained estimates for new tires for his police vehicle. The low bid was \$593 from Best One.

Dave Fox made a motion to accept the bid of \$593 from Best One for 4 new tires for Marshall Bill Freet's police vehicle. Matt Stewart seconded the motion.

Roll Call:

Dave Fox-Aye

Matt Stewart-Aye

Chuck Briede-Aye

Rich Gamble-Aye

Steve Kelley-Aye

- Town Maintenance

- Rich reported that the town had received a status reminder from IDEM dated June 14, 2016, concerning utilization percentages at the wastewater plant. We have 30 days to respond. Rich will request that Devin draft a response. Chuck thought that he recollected that we had responded last year.

V. Rate Study to Increase WW Utility Fee

- The council and acting town counsel Steve Johnson reviewed the final rate study proposal and proposed rate schedule from Steve Brock of Therber & Brock. The recommendation is for a 19.09% increase in the wastewater rate with a recommendation that the rates be reevaluated in 5 years. The rate schedule contained an error in the minimum rate to be charged. Town counsel and the clerk will work with Steve Brock to obtain a corrected schedule. The proposed rate schedule increase was proposed as Ordinance 2018-4 and the first reading was made by Rich Gamble.

Chuck Briede made a motion to accept the first reading of Ordinance 2018-4 "Proposed Rates and Charges of the Town of Sweetser, Indiana Sewage Works Utility" utilizing the Therber & Brock rate study and rate schedules as amended and corrected, with the second reading and public hearing scheduled for July 26, 2018. Steve Kelley seconded the motion.

Roll Call:

Dave Fox-Aye

Matt Stewart-Aye

Chuck Briede-Aye

Rich Gamble-Aye

Steve Kelley-Aye

VI. INDOT Projects

- At the prior council meeting a proposal from INDOT was discussed. The proposal is that the town reschedule the Main Street sidewalk project from 2021 to 2020 and "bundle" it with the State Road 18 project. Potential benefits would be reduced overall project cost

to the town by avoiding an inflation adjustment built-in to the project and perhaps the ability for the contractors to complete the sidewalk project quicker if done at the same time as the SR 18 project as there would likely be a reduction in traffic interruptions due to the road being closed for work on the bridge. An extensive discussion ensued of potential budget and cash flow impacts and issues that may arise from the projects being performed simultaneously.

Matt Stewart made a motion to not accept the INDOT proposal to move the Main Street Sidewalk Project from 2021 to 2020 so that it is to be performed concurrently with the State Road 18 bridge Project. Chuck Briede seconded the motion.

Roll Call:

Dave Fox-Aye

Matt Stewart-Aye

Chuck Briede-Aye

Rich Gamble-Aye

Steve Kelley-Nay

VII. Continuing Business

- Rich and Kim are still undertaking a review of Ordinance 2009-1 regarding untagged and/or abandoned vehicles in the Town limit.
- Steve and Dave spoke with Bob Younce of Sweetser Lawn Care about replacing the dead street along Main Street.

Steve Kelley made a motion to hire Sweetser Lawn Care to remove and replace the dead tree for \$420 with the work to take place in the fall of 2018. Dave Fox seconded the motion.

Roll Call:

Dave Fox-Aye

Matt Stewart-Aye

Chuck Briede-Aye

Rich Gamble-Aye

Steve Kelley-Aye

- Matt Stewart presented proposed changes to Section 3.3 of the Employee Handbook regarding what day to consider as a paid holiday when the holiday falls on the employee's regular day off.

Matt Stewart made a motion to amend "Section 3.3 Holidays" of the Employee Handbook to read, "If an employee's regular days off do not fall on a normal weekend (Saturday or Sunday) and an eligible paid holiday falls on one of his/hers days off, an eligible employee may take either the day prior to his/her normal days off or the day after his/her normal days off as a qualified paid holiday." Steve Kelley seconded the motion.

Roll Call:

Dave Fox-Aye

Matt Stewart-Aye

Chuck Briede-Aye

Rich Gamble-Aye

Steve Kelley-Aye

- Rich suggested that it would be helpful to him if we had master worksheet listing all of the town's in-process and approved but pending projects.

- Steve distributed wastewater rates from Converse and Swayzee for comparison with our rates.
- Steve requested an update on the spraying of weeds and foliage along the trail at County Road 700. Dave said he would follow-up with Devin.
- Steve suggested that the trees in front of “All Things Custom” on Main Street need limbed up so as not to obstruct the sight lines of trucks and other vehicles.
- The clerk distributed a proposed software license agreement from GASI. This software is proposed to replace our current software (MEGA Systems). Town counsel Kim Rogers will review the proposal.

VIII. New Business

- Rich initiated a discussion regarding the town’s spending policies. He recommends that we develop a forecast of non-recurring and unusual expenses; further, when an expenditure of this nature is not an emergency, it would come before the council for approval before committing the town to the expenditure.
- Rich reported that he has had and continues to have discussion with outside sources with the goal of ascertaining best practices for operating the wastewater plant.
- Rich reported that he had attended a meeting in Marion regarding TIF districts.
- Steve reported that there is a drainage issue between Town Hall and the adjacent s shelter.

IX. Next Meeting

- Next Council Meeting is July 12, 2018, 7:00 pm.

Meeting Adjourned at 8:35 pm.

Meeting Minutes taken by:
John Potter / Clerk Treasurer
