

**SWEETSER TOWN COUNCIL**  
**Meeting Minutes**  
**December 18, 2014**

**I. Call to Order**

The regular meeting of the Sweetser Town Council was called to order at 7:00 p.m. on December 18, 2014, at the Sweetser Town Hall by Council President Travis LeMaster.

**II. Roll Call of Board Members Present:**

Rich Gamble, Chuck Draine, Chuck Briede, Travis LeMaster, Steve Kelley- absent

The Pledge of Allegiance was led by Travis LeMaster. Prayer was given by Rich Gamble.

**III. Review and Approval of Minutes**

Rich Gamble made a motion to approve the minutes from the December 11, 2014, regular session. Chuck Draine seconded the motion.

Roll call:

Rich Gamble - Aye

Chuck Draine - Aye

Chuck Briede - Aye

Travis LeMaster - Aye

Steve Kelley - Absent

**IV. Review and Approval of Bills**

Chuck Briede made a motion to approve the bills as submitted. Rich Gamble seconded the motion.

Roll call:

Rich Gamble - Aye

Chuck Draine - Aye

Chuck Briede - Aye

Travis LeMaster - Aye

Steve Kelley - Absent

**V. Department Reports**

**Sweetser Town Maintenance - Devin Cole**

Devin Cole reported that Mitch Hansel from Fleis and Vandenbrink was unable to attend the meeting. Devin asked that the Council sign the LPA contract. Devin stated he and Mitch are meeting on Monday morning. Devin reported that the work at the Ferguson's on Magers Drive has begun. Devin will meet with Mr. Ferguson and provide him with the paperwork he needs to set up his waste water account.

**VI. Open Public Forum**

No comments were forthcoming from the public.

**VII. Other Business**

**a. Continuing Business**

Waste Water Treatment Plant - Ken Jones provided information regarding the update meeting regarding the plant. Ken explained that the generator was on its way to the plant when it was damaged in transit. The generator was sent back to the manufacturer and should be repaired and delivered in two weeks. Ken also stated that the influent screen has a ship date of February 6, 2015. The expected arrival is February 9, 2015. Boring under State Road 18 to run the sewer line is anticipated to begin in

the next two weeks. Ken stated that it is anticipated that the equipment start-up will take place two weeks after the generator is installed. Ken reported that the heat is on in the maintenance portion of the new building and that painting will begin tomorrow. The hardware for the doors is being shipped and will be delivered to Town Hall. The projected start-up date is February 27, 2015.

Travis LeMaster read the letter from Zachrich regarding the delay of the influent screen.

Devin Cole reported that the gutter and fascia have blown off of the back of Town Hall. Devin spoke with the contractor who installed it and has requested that it be replaced with new materials as soon as possible.

Chuck Briede reminded Devin of the warranty work that still needs to be done on the manhole covers.

The list of change orders submitted by Triad was read and reviewed. There are seven items totaling \$13,610.00. Discussion was held regarding the changes including the electrical, lighting and the fencing. Devin suggested that the Council not approve the fencing at this time so that other estimates may be obtained. Change order #6 places all the lift stations on the alarm system that will call Devin or Ken in case of a malfunction. Chuck Briede made a motion to approve changes 1 – 6 as presented by Zachrich Construction. Item #7, the chain link fencing, is tabled until other estimates may be obtained. Chuck Draine seconded the motion.

Roll call:

Rich Gamble – Aye

Chuck Draine - Aye

Chuck Briede – Aye

Travis LeMaster – Aye

Steve Kelley – Absent

Travis LeMaster will notify Duane Anderson from Triad of the decision on the change orders.

Discussion was held regarding the delays in the start-up of the treatment plant. Liquidated damages are \$500.00 per day, incurred by Zachrich, for every day past the deadline of February 2, 2015. The Council discussed that the plant can be started without the influent screen but because of the risk of damage to the equipment the Council was in agreement that they do not want to start the plant without the influent screen.

Sign Inventory – Discussion was held regarding the contract. Kim Rogers reviewed the contract and state that it is okay. Chuck Briede made a motion to accept the LPA consulting contract with Fleis & Vandenbrink Engineering to replace the town's street signs and posts. Rich Gamble seconded the motion.

Roll call:

Rich Gamble – Aye

Chuck Draine - Aye

Chuck Briede – Aye

Travis LeMaster – Aye

Steve Kelley – Absent

Fiscal Plan for Annexation Area – Steve Brock and Kim Rogers have both reviewed the plan and made necessary corrections. Resolution 2014-20, a Resolution for Fiscal Plan for 5 Proposed Areas, was read aloud by Kim Rogers. Rich Gamble spoke regarding his reservations regarding annexing farm ground. Kim Rogers explained that the Council has the option of not annexing all the parcels proposed. Steve Brock stated that the Plan sets the basis for the ordinances which come later and stated that the ordinances will be more specific and include parcel numbers. Steve Brock reminded the Council that there will be a public hearing prior to any annexation. Chuck Draine stated that annexing farm land can be beneficial to the farmer as annexed land is far more valuable if the need or desire to develop the land

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ever arises. Travis LeMaster made a motion to approve Resolution 2014-20, A Resolution for Fiscal Plan for 5 Proposed Areas. Chuck Draine seconded the motion.

Roll call:

Rich Gamble – Aye  
Chuck Draine - Aye  
Chuck Briede – Aye  
Travis LeMaster – Aye  
Steve Kelley – Absent

Steve Brock discussed with the Council the schedule and steps for the annexation process. Steve Brock stated that he will put together a suggested approval schedule.

Sewer Use Ordinance – Kim Rogers has not reviewed the Ordinance yet.

Income Survey – Travis LeMaster discussed the purpose of the survey and asked the Council if they want to make a decision about doing the survey yet this year. Discussion was held, possible use could be to obtain funding for a comprehensive study. Steve Brock recommended that having the survey done sooner is preferable to waiting. Chuck Briede made a motion to hire Cornerstone Grants to do an income survey at a cost of \$1,650.00 plus hard costs. Cornerstone requires 50% down. Rich Gamble seconded the motion.

Roll call:

Rich Gamble – Aye  
Chuck Draine - Aye  
Chuck Briede – Aye  
Travis LeMaster – Aye  
Steve Kelley – Absent

**b. New Business**

Kim Rogers presented annual nepotism certifications for the Council and the Clerk to sign. Kim will see to recording the conflict of interest forms with County Clerk Mark Florence and with the SBOA.

Travis LeMaster presented Resolution 2014-21, Appropriation Transfer, for the Council to approve. The resolution allows the Clerk to transfer funds in the MVH fund. Chuck Briede made a motion to approve the resolution to transfer funds in MVH Capital Outlay to Personal Services and Services and Charges. Chuck Draine seconded the motion.

Roll call:

Rich Gamble – Aye  
Chuck Draine - Aye  
Chuck Briede – Aye  
Travis LeMaster – Aye  
Steve Kelley – Absent

Chuck Briede made a motion to adjourn the meeting. Rich Gamble seconded the motion.

Meeting adjourned by unanimous consent at 8:18 pm.

Minutes submitted by: Eileen D. LeMaster, Clerk/Treasurer

Travis LeMaster  
Charles Briede

Chuck Draine  
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