

SWEETSER TOWN COUNCIL
Meeting Minutes
June 23, 2016

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

The regular meeting of the Sweetser Town Council was called to order at 7:00 p.m. on June 23, 2016, at the Sweetser Town Hall by Council Member Travis LeMaster

Roll Call:

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

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

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

Rich Gamble made a motion to approve the minutes as written from the June 23 2016 meeting and Matt Stewart seconded the motion.

Roll call:

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

Matt Stewart made a motion to approve the bills as written from the June 23, 2016 meeting and Rich Gamble seconded the motion.

Roll Call:

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

Rich Gamble also made a motion to approve the three bills for the sewage plant to the SRF loan for payment and Matt Stewart seconded that motion.

Roll Call:

Rich Gamble-Aye
Travis LeMaster-Aye
Matt Stewart-Aye
Chuck Briede-Absent
Steve Kelley-Absent

III. Blight Bids

Rich Gamble said the Sweetser Redevelopment Commission Board opened up 4 bids for the two properties in Sweetser, the Voland property and the Shane property. Dave's Excavating gave a bid of \$31520.00, Keith Sullivan gave a bid of \$40,950, Merritt's Truck and Auto Repair \$18,000.00 and Indiana Track and Weld was \$26,900.00. The bidders provided a five percent bid bond with exception

of Keith Sullivan. Travis commented we advertised for the bids and Rich said the Sweetser Redevelopment Commission prefers going with the lowest bid from Merritt's Truck and Auto Repair. Chuck Briede spoke with Tina Henderson from Mendenhall and Associates about Merritt's and she gave them a good recommendation, Merritt's has done extensive work on projects such as the Blight Program and she thought they would do a good job for the town. Matt Stewart, Dave Fox and Rich Gamble were present at the bid opening for the Sweetser Redevelopment Commission and they all expressed going with the lowest bid from Merritts.

Rich Gamble made a motion to accept bid number three from Merritt's Truck and Auto Repair to demolish the Shane property for \$9000.00 and the Voland property for \$9000.00. Matt Stewart seconded the motion.

Roll Call:

Matt Stewart-Aye

Rich Gamble-Aye

Travis LeMaster-Aye

Chuck Briede-Absent

Steve Kelley-Absent

Harold Smuck was present and asked to speak to the board, he was recently appointed by the Habitat of Humanity board to be their Chairman of construction part of the company. He's very aware of the properties and has viewed them. He came to the meeting with the knowledge this bid would be awarded at the meeting and wanted the town to know that he's making himself available to any aspect of this situation and their willingness to be involved.

Kim Rogers will let Tina Henderson know about the acceptance of the bid, Kim also stated he was going to take the Decree's over on Monday and he already has the titles.

Open Public Forum

Ryan Lefeld from Choice Engineering with one of their offices located in Portland, IN wanted to introduce their company to the town board. They're new in the area and wanted to start building relationships with towns in the area. The services they provide is help with infrastructure, resurfacing, utilities, private development and assistance with grants free of charge. They have offices in Sydney and Loveland Ohio, and they've done a lot of work on the private side here in Indiana. They like working with smaller communities.

Terry Garner a resident of Sweetser that lives at the dead end of Davis Street, came to ask the town board why there's a Snow Emergency sign posted on a dead end street, 15 feet from the bean field. He wanted to know why that is considered a snow emergency route. He said there's a big mud hole at the street due to the snow plow taking a bit of the street out every year, he said it needs to be cut out and resurfaced. Travis said we just recently did a survey of our streets and Davis street is one of the streets that will be resurfaced. Travis stated the reason it's a snow route goes back to 2002 or 2004 the town created an ordinance for snow routes, he mentioned they will take a look at that ordinance and review the snow routes. He also said the town got a grant to update all the signs in town. Terry Garner said there is these signs at the dead end of Osborne and Davis and he said it doesn't make any sense why it's marked a Snow Emergency route. Devin said that people park at the dead end of Osborne and it makes it difficult to plow snow so that was another reason they put a sign there. Devin indicated the town had a survey done of all the streets, the town is working with an engineering fee to get grant money to take care of all the poor streets in town. The town is just trying to get funding for them.

IV. Department Reports

Devin said trees were taken down in front of the home on Meridian just so the excavator can get in on the Shane property.

V. Continuing Business.

Travis said the Trail Paving Bids will be advertised and accepted at the July 14, 2016 meeting.

Travis brought to the attention of the Uniform Internal Control Standards policy required under Indiana Code 5-11-1-27, each town or municipality to maintain a system of internal controls for accountability and transparency. The town needs to adopt a policy for this to not only protect the town, the clerk or anyone who is a fiscal officer. There will be several different policies included that will keep certain things up to date and in compliance. Travis said we must set into place adopting and intend or putting things in control. Rich Gamble questioned if there was a time line that we have to put the five level components together, Travis said we need to adopt the policy now by June 30th, but the town will then start developing policies under these five compo of the Uniform Internal Control Standards. Travis stated we must adopt this as our Master Plan and it will all be put in a binder. Matt Stewart questioned whether we would need to hire someone additional to help with this. Travis said we wouldn't need to hire any outside firm. Kim Rogers said we have a financial consultant available to help us with the checks and balances.

Rich Gamble made a motion to adopt on first reading Ordinance 2016-1 a Ordinance the town council is adopting the Uniform Internal Control Standards Policy for Indiana Political Subdivisions. Matt Stewart seconded the motion.

Roll Call:

Matt Stewart-Aye
Rich Gamble-Aye
Travis LeMaster-Aye
Chuck Briede-Absent
Steve Kelley-Absent

Rich Gamble makes a motion a adopt Ordinance 2016-1 the Uniform Internal Control Standards for Indiana Political Subdivisions on reading number two. Matt Stewart seconded the motion.

Roll Call:

Matt Stewart-Aye
Rich Gamble-Aye
Travis LeMaster-Aye
Chuck Briede-Absent
Steve Kelley-Absent

Rich Gamble makes a motion to suspend the rules on the third and final reading of Ordinance 2016-1 the Uniform Internal Control Standards Policy for Indiana Political Subdivisions. Matt Stewart seconded the motion.

Roll Call:

Matt Stewart-Aye
Rich Gamble-Aye
Travis LeMaster-Aye
Chuck Briede-Absent
Steve Kelley-Absent

Rich Gamble made a motion to adopt and pass Ordinance 2016-1 the Uniform Internal Control Standards Policy for Indiana Political Subdivisions on third and final reading and Matt Stewart seconded the motion.

Roll Call:

Matt Stewart-Aye
Rich Gamble -Aye
Travis LeMaster-Aye
Chuck Briede-Absent
Steve Kelley-Absent

Travis LeMaster made a motion we adjourn, all was in favor.

Meeting adjourned at 8:10pm.

Tina J Cole
Clerk/Treasurer.

Charles V. Bruce

Matthew C. Stewart

Richard P. Sudd
