

SWEETSER TOWN COUNCIL

Meeting Minutes

January 9, 2014

I. Call to Order

The regular meeting of the Sweetser Town Council was called to order at 7:00 p.m. on January 9, 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

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

III. Review and Approval of Minutes

Steve Kelley made a motion to approve the minutes from the December 19, 2013, regular meeting. Chuck Briede seconded the motion.

Roll call:

Rich Gamble – Aye

Chuck Draine - Aye

Chuck Briede – Aye

Travis LeMaster – Aye

Steve Kelley – Aye

IV. Review and Approval of Bills

Steve Kelley made a motion to approve the bills as submitted. Chuck Briede seconded the motion.

Roll call:

Rich Gamble – Aye

Chuck Draine - Aye

Chuck Briede – Aye

Travis LeMaster – Aye

Steve Kelley – Aye

V. Departmental & Committee Reports

Interim Marshal Bill Freet – Bill Freet stated that he did not have any updates for the Board. Chuck Briede asked Bill to get a new battery for the Charger patrol car.

Town Maintenance Manager Devin Cole – Devin Cole stated that there have been no problems and that he has gotten the skid loader back and he turned the bills in to the Clerk for the repairs. Devin stated that he also has the new winch. Travis LeMaster asked Devin about tires for the dump truck and Devin stated that they would be able to manage for the rest of the season with the tires that are currently on the truck. Devin reported that he had been using the skid loader to clear snow from the sidewalks. Steve Kelley asked who was clearing the snow in front of the Foster home and Devin explained that Leffler Auctions was doing that to make room for a dumpster there.

Town Attorney Kim Rogers – Kim Rogers stated that he looked at the resolution regarding the surplus property and he will need to check for changes in the statute regarding selling property. He will let the council know if there are any changes. Kim also reported that he received the contract documents regarding the engineer and the contractor and he is reviewing them and has forwarded them to Lewis & Kappes.

VI. Special Town Council Business – Selection of Officers

Travis LeMaster opened the floor for the nomination of President and Vice President for the Council. Chuck Briede spoke and stated that he believed it would be best to keep Travis LeMaster as the Board President because of ongoing issues that require continuity. Steve Kelley stated that he agrees with Chuck Briede. Travis LeMaster stated that he accepts the nomination. Chuck Briede made a motion to close nominations for President. Rich Gamble seconded the motion. All were in favor, there were no nays.

Travis LeMaster nominated Steve Kelley to continue as Vice President for the Council for 2014. Chuck Briede seconded the motion. Chuck Briede made a motion to close the nominations for the Vice President. Travis LeMaster seconded the motion. All were in favor, there were no nays.

Assignment of departmental liasons – There was a discussion of responsibilities and Travis LeMaster asked that Chuck Draine be the liason for the sewer department. Chuck Draine agreed to be the liason. Travis LeMaster also requested that he be an Area Plan representative to sign construction permits.

VII. Other Business

a. Continuing Business

Waste Water Treatment Plant Project –

Loan Closing with SRF – Travis LeMaster reported that the closing did take place on January 3, 2014. Travis stated that Steve Brock reported that there was a lower interest rate of 2.44% which will reduce the amount of repayment over the life of the loan by about \$60,000.00. Travis also stated that the SRF did not wire the money to Grant County State Bank but sent the town a check which, once received, will be given to Grant County State Bank.

Pre-construction meeting process – Travis stated that Jim Frazell wants to have a pre-construction meeting with the contractor and the Board. There are performance and payment bonds that have to be signed. Once counsel has reviewed the contracts the meeting will be scheduled. Steve Kelley asked about the ground-breaking ceremony. Jim Frazell will make arrangements for the ceremony.

Sweetser Switch Trail Extension Update –

IHT and RTP grants – Bob King spoke regarding the progress on the trail extension. Bob stated that it is progressing well but it is slower because it is a government entity. Bob stated that Parks Board representatives met with Bob Bronson at the DNR and the DNR explained the process. Bob King explained that they have never had to purchase land for the trail before and that the goal is to complete the trail extension with \$0 coming from the town. Bob explained how the grants work and that they require a contribution from the town. Bob explained how that can be done without spending money including using a line of credit from Grant County State Bank. Bob explained that there is a 30 day turnaround on reimbursement. Bob also spoke about the donations that have already been solicited. Bob King stated that the RTP grant has not been approved in writing but they have been told verbally that it was awarded to the town. Bob King also explained the requirements for the environmental grants. Bob explained that the State is going to replace the bridge in Mier and that someone needs to let INDOT know that the town is extending the trail. Bob stated that a survey of the land needs to be done and then negotiations for purchase can be done with the landowners. After the land is purchased excavation can begin. Bob asked about the dollar threshold for public bids. Kim Rogers is to let Bob know. Kim Rogers asked Bob about the need for two appraisals and if there is an exception for this. Bob stated that he believes there is.

Take-home vehicle policy –

Chuck Briede provided a revised policy to the Board to review. Chuck stated that the only changes were in the restrictions for family members in the vehicles and the no-smoking policy. Discussion was held regarding creating a separate policy for the maintenance department and the police department. Discussion was held regarding adding family members onto the insurance policy. Steve

Kelley stated that it would significantly increase the premium. Chuck Draine asked if the town has an umbrella. Travis LeMaster stated he would have to check into it. Bob King stated that there is an umbrella and recommended that Bliss McKnight would work to find the town a policy that would cover non-employees if the town wishes. Bill Freet asked about coverage for courtesy rides, citing the example of giving someone a ride during the recent snow storm. Chuck Briede stated that it should be covered because it is in the line of official business. Travis LeMaster stated that he believes the policy is fine as written and that there can be one for the maintenance department and one for the police department. Travis recommended that these policies be put in the form of a Resolution which can be adopted at the next meeting. It was stated that these resolutions would supersede any other policies in the employee handbooks.

b. New Business

Disposal of Surplus Property – Kim Rogers restated that he had looked at the copy of the Resolution which is a declaration of what is deemed surplus property. Kim Rogers stated that the sale of the property would need to be advertised and stated that property of a certain value requires an auction. After identifying the property then advertise and take bids. Steve Kelley inquired about selling the property on ebay. Kim Rogers stated that he would research the different avenues for sales. Travis LeMaster expressed the benefit of the exposure of an auction by someone who does equipment auctions. Travis LeMaster stated he believes the town could take bids on the Jeep. John Gavin asked about the need to turn the wrecker be turned back in and Travis LeMaster told him the DMRO does not want it back. Chuck Briede made a motion to approve Resolution 2014-1, a Resolution of the Twon Council of the Town of Sweetser Determining that Certain Property is Surplus. Steve Kelley seconded the motion.

Roll call:

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

Rich Gamble asked about a letter he received from the Chronicle-Tribune requesting meeting dates. Travis stated that the Chronicle has already been provided the town's meeting schedule for 2014.

Chuck Briede spoke and stated that he would like to amend the 2013-7 Salary Ordinance to keep the marshal's salary at the 2013 level instead of increasing it to the 2014 level. Chuck Briede explained why he does not wish to increase the pay at this time. Rich Gamble seconded the motion.

Roll call:

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

Travis LeMaster reported that Lynch's contacted the town regarding moving the railroad sign that is currently in the middle of their front yard. Travis spoke to Devin Cole regarding the fact that the signs are very faded and need to be replaced. He also asked Devin to check with MUTCD to see if the town can move the sign and remain in compliance.

Steve Kelley reported that he and Devin Cole and a man from Diskey Well Drilling replaced the pump on the well at Town Hall. They used a used pump that Steve Kelley already had. Discussion was held regarding whether or not to keep the pump they installed or purchase a new one and return Steve's pump to him. Chuck Briede made a motion to purchase a new pump. Travis LeMaster seconded the motion.

Roll call:

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

Travis LeMaster directed Devin Cole to purchase a new pump.

IX. Open Public Forum

Dave Fox, who works at Sweetser Telephone, spoke regarding the property that is owned by the telephone company at 119 N. Main Street. Dave stated that the telephone company is being charged for waste water even though there is no water, sinks or toilets in the building. Dave requested the Board eliminate that bill. Devin Cole verified that nothing is attached to the sewer system in the building. Chuck Briede explained to Dave that if the telephone company should ever install toilets or sinks they would be required to pay the tap fee of \$850.00 (or whatever the fee is at that point in time). Steve Kelley made a motion to stop waste water billing on 119 N. Main Street. Chuck Briede seconded the motion.

Roll call:

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

John Gavin, 814 W. 5th St, Marion, IN, spoke regarding a bank account that he had opened at Farmer's State Bank for the Sweetser Pistol Team. John stated that Chris Tarlton closed that bank account after John resigned. John stated that Chris brought the money to the town and it was receipted into continuing ed. John would like the money returned so that he can purchase the plaque that he intended to purchase with the money. John provided Travis LeMaster with copies of bank statements from the account. Travis LeMaster stated that he would do research and look into the matter. Chuck Briede asked how the money was generated and John Gavin stated it was generated by fees for the competitions. John Gavin stated that there was no taxpayer money in the account and that there were no funds from the town or Chris Tarlton in the account.

Donnie Butler, Chief of the Pleasant Township Fire Department, asked if any permits were needed prior to the fire department installing a generator. Donnie explained the need for a generator in case of a power outage. Travis LeMaster advised Donnie to call Area Plan and ask about the need for a permit. Donnie also complimented Devin and Dennis Cole for their hard work during the recent snow. He stated that Devin and Dennis plowed for an ambulance run they had to make and stated that the roads so far this winter are the best they have ever been.

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

Meeting adjourned by unanimous consent at 8:06 pm.

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

Travis LeMaster
Steve Kelley

Charles V. Briede
John P. Smith

Chuck R. [Signature]