

Minutes of Sweetser Town Council
May 27, 2021

I. The meeting was called to order by Dave Fox at 7:00 pm; the roll was called as follows:

Kyle Taylor-Present
Matt Stewart—Present
Travis LeMaster—Present
Dave Fox—Present
Chuck Briede-Present

The roll was followed by the Pledge of Allegiance and a prayer offered by Matt Stewart.

II. **Minutes**

Dave Fox made a motion to approve the minutes of the May 13, 2021 meeting as written. Chuck Briede seconded the motion.

Roll Call:

Kyle Taylor-Aye
Matt Stewart-Aye
Travis LeMaster-Aye
Dave Fox-Aye
Chuck Briede-Aye

III. **Bills**

After discussion, Travis LeMaster made a motion to approve the paying of the bills as written. Dave Fox seconded the motion.

Kyle Taylor-Aye
Matt Stewart-Aye
Travis LeMaster-Aye
Dave Fox-Aye
Chuck Briede-Aye

IV. **Public Forum**

- Steve Kelly said he has been approached by four different families about the all the “junk” vehicles on the property on Laura Lane. Town counsel Michael Hotz said that a notification of violation of the abandoned vehicle ordinance had been sent by certified letter to the owner of that particular property as well as two others. Michael said that all three letters had been acknowledged as received.
- John Dockery of Signature Web Creations was in attendance. John’s company designed and maintains the town’s web site. John said the web site is based on old technology and out-of-date. He is proposing that the town authorize a redesign of the site and upgrade to a more graphics-based format that is easily viewable on multiple platforms (desktops, mobile, tablets). John said he has seen good success in increasing web site visits in other towns where he has upgraded their sites. There was an extended discussion of ideas for content on the web site.
 - The cost to upgrade is a one-time fee of \$1,200.
 - The monthly maintenance fee is \$50 (same as we currently pay).
 - There is an annual web site hosting fee of \$211.

After discussion, Matt Stewart made a motion to approve Signature Web Creations proposal to redesign and upgrade the town’s website at a cost of \$1,200, with a monthly maintenance fee of \$50, and an annual hosting fee of \$211. Travis LeMaster seconded the motion.

Kyle Taylor-Aye
Matt Stewart-Aye
Travis LeMaster-Aye
Dave Fox-Aye

V. Department Reports

Police Department Dept.—Marshal Ryan Hornback was in attendance.

- Ryan reported:
 - Mass air flow sensor on the 2012 Tahoe was replaced; otherwise, maintenance is up to date.
 - 2020 Tahoe oil change is coming up.
 - 2012 Tahoe driver-side arm rest needs replaced. Ryan has commenced a search for a replacement.
 - A summary of the call activity of the two weeks past.
 - The department is monitoring traffic speed on south main with radar.
- Ryan said he will be sending some time coming into compliance with the NIBRS (National Incident-Based Reporting System) federal reporting standard.
- Ryan gave an update on the trespass situation at a Craven Street property in response to a question from Matt.
- Kyle initiated a discussion about the possible placing of stop signs at Hubert and Broadway, Craven and Hubert, and at least one intersection on Broadway. Devin said the s-curve at Hubert and Broadway was too narrow for two cars and he recommended against a stop sign at that location. Matter tabled.
- Chuck asked Ryan, with school being out, if he was planning on adjusting his hours to reduce the coverage gap between first and second shift. Ryan said he may make some minor adjustments to his start time when possible.
- Kyle asked if the town receives any money from the violation of state ordinances. Ryan said the town receives \$4 from those violations.

Maintenance Dept.—Superintendent Devin Cole was in attendance.

- Devin reported:
 - Brown Equipment delivered the new vac truck and picked-up the old trailer jetter.
 - On the status of the CCMG and sidewalks projects; he thinks the concrete crews for the sidewalks should be finished up in 1-2 weeks, weather permitting.
- Devin explained how the sidewalks would be graded, the contractor's responsibility for clean-up and remediation after the sidewalk is completed, and how the affected driveways would be blended with the new sidewalk by a concrete apron.
- Devin also explained that during the INDOT State Road 18 paving project that INDOT would be placing new asphalt on the affected town streets back to the INDOT right-of-way. He said INDOT would also be repairing some driveway culverts that are within the state right-of-way along State Road 18.
- Travis said that the town will need an ordinance specifying responsibility for keeping the sidewalks clear of snow and other debris.
- Travis said he thinks we should remove the trees in front of All Things Custom. Devin said the owners had given the town permission to do so. Devin said he also was going to have some tree work performed around the pond inlets. Mitch Cook will be getting a quote to Devin for both areas. Steve said the Pipe Creek Veterinary Clinic had a couple of trees that they wanted removed as well.
- Devin recommended the town consider an ordinance prohibiting golf carts on the sidewalks. Michael said he thinks the trail ordinance is broad enough to cover the town sidewalks.
- Devin said there is a railroad grant available and he is going to go after it to put all new striping at the railroad crossing.
- There was a discussion on whether to post a watch the night before the town clean-up to dissuade non-residents from using the containers.
- Devin explained that the new gravel parking lot at the dog park would be approximately 50' x 25' and the contractor would be seeding the dirt areas.
- Kyle asked what we were going to do to supply electricity to the dog park area during events. Chuck and Devin said that generators would be utilized.

Parks Department—President Steve Kelley was in attendance.

- Steve reported:

- The community service day was a great success: all three train cars were painted, the ramp to the train cars was painted, all the handicap spots were done, all the lots were striped (except for the one at CR 400), all the decks of the covered bridges were painted, several picnic tables were painted, and the paw prints were painted.
- Steve said he has some paint left over for covered bridges, picnic tables, and the train cars. He said there are still some areas on the trains that will need some attention.
- Steve said he would like to stain the inside of the caboose and obtain a pot-bellied stove to put in the caboose.
- Steve said the poles at CR 400 need to be painted as well.
- Chuck asked if there had been any progress on getting water at the dog park. Steve said he had not heard anything yet.

VI. Continuing Business

- The council resumed consideration of the Christmas lights. Kyle said we have 34 streetlights on Main Street (24 south of SR 18 and 10 north of Main Street). There are 8 streetlights along SR 18. Cost to get electricity to all the poles is about \$7,500. Cost of 34 Christmas lights would be \$8,358. There was discussion of who would install and remove the lights each year, the costs associated with those activities, and storage of the lights. There was also discussion of how the lights would be funded. Clerk reviewed the funds available from the CARES act and how that could be appropriated for the Christmas Lights. Clerk also reviewed what is known about the ARP funds that the town may receive.

After discussion, Travis LeMaster made a motion to approve the purchase of 34 Christmas lights and proceed with contracting for the installation of electricity to the poles as needed, at a total project cost of approximately \$16,508. Kyle Taylor seconded the motion.

Kyle Taylor-Aye

Matt Stewart-No

Travis LeMaster-Aye

Dave Fox-Aye

Chuck Briede-No

- Chuck said he had reached out to Mr. Newhouse on the proposed agreement to use his lot for the Sesquicentennial but had not yet heard back from him.
- Regarding the planning for the Sesquicentennial, Travis reported we have over 40 vendors, a market on the trail, 13 or 14 food vendors, and the promise of help from several community organizations. The parade is still coming together. The event is well within budget currently. There will be a new time capsule assembled after the event.
- Travis said to-date there have been 52 Hometown Hero banners sold. He said that the Main Street pole locations are almost sold out, so we will need to come up with plan for deploying future orders.
- Matt inquired if there was any update on the Bragg Street property acquisition. Michael said that he was still working on it.

VII. New Business

- Travis said it was time to start the 2022 budget planning process. Clerk reported that he had attended an AIM budget workshop and would be attending a DLGF workshop in July. Clerk will have a proposed budget meeting and adoption schedule no later than the second June council meeting. Travis asked the clerk to gather information on the town's CCMG match commitments for the next two to three years. There was a discussion of planning major projects over the next 3-5 years and how the ARP and other funds could fit into those plans. Clerk suggested engaging an outside consultant to help the town navigate planning projects and sourcing funding for the same.
- Kyle resumed discussion of the new stop sign locations from earlier in the meeting. Michael said he has been working on a revision of traffic the ordinance and recommended that we try to incorporate as many changes as we can all at once because each time there is a change in signage the ordinance is supposed to be amended and republished.

After discussion, Kyle Taylor made a motion to amend Ordinance 2015-14 to add stop signs in all directions at Main & Eagle, Hubert & Craven, Broadway & Washington, and Jackson & Washington. Travis LeMaster seconded the motion.

Kyle Taylor-Aye

Matt Stewart-No

Travis LeMaster-No

Dave Fox-No

Chuck Briede-No

Motion failed.

After discussion, Chuck Briede made a motion to amend Ordinance 2015-14 to add stop signs in all directions at Hubert & Craven, Broadway & Washington, and Jackson & Washington. Travis LeMaster seconded the motion.

Kyle Taylor-Aye

Matt Stewart-Aye

Travis LeMaster-Aye

Dave Fox-Aye

Chuck Briede-Aye

VIII. Adjournment

There being no further business before the council, the meeting was adjourned at 9:20 pm.

Respectfully Submitted,

John Potter
