



MEETING MINUTES

PRINCE'S LAKES TOWN COUNCIL

PRINCE'S LAKES TOWN HALL, 14 E LAKEVIEW DR, NINEVEH, IN 46164

August 21, 2023

COUNCILORS PRESENT:

COUNCIL PRESIDENT GREG NELSON
VICE PRESIDENT BRYAN TEARMAN
COUNCILOR MIKE GALLAMORE
COUNCILOR KAREN HARRISON
COUNCILOR LINDSEY KELLY

CLERK-TREASURER PRESENT:

ERICA LYDEN-GIGER

TOWN ATTORNEY ABSENT:

LEE ROBBINS

STAFF PRESENT:

MARSHAL GREG SOUTHERS
UTILITES SUPT SCOTT BLACKWELL
PUBLIC WORKS SUPERVISOR MIKE MILLER

PUBLIC PRESENT:

CHARLIE BOURNE
KEVIN HARRISON
JON QUERY
PHIL MONTARSI

Council President Nelson called the meeting to order at 6:30 pm followed by the Pledge of Allegiance

GUEST SPEAKER:

Jon Query with HWC opened the public hearing for the preliminary engineering report. He presented the packet with plans, cost estimates and a timeline. Mr. Query stated the purpose of the meeting is to express the intent to file a funding application on behalf of the Town to United States Department of Agriculture Rural Development for potential financing for water system improvements. There are three needs for the projects. The first is the water main loop from the northern part of the Town's system to Camp Atterbury for future development, \$3,664,600.00. The second, is the water main interconnection with the Town of Edinburgh for a second water

supply, \$819,400.00. The third is to replace the roof on the existing one-million-gallon reservoir or build a new above ground reservoir. Cost would be \$2,265,000.00 to replace the roof and \$2,146,000.00 to build a new reservoir. Mr. Query stated it is a critical piece of infrastructure because all of our water runs through it. Utility Superintendent, Scott Blackwell, stated that if the foundation is sound for the reservoir, it will cost more to replace the roof rather than building a new reservoir. The reservoir was built in 1946. Councilor Mike Gallamore asked if there is a benefit to building a reservoir that is a little bigger for future use. Mr. Query stated a bigger reservoir can be built. Mr. Blackwell stated it would be beneficial to build a new tank because we would not be without that reservoir by building a new tank. Mr. Gallamore stated by doing the preliminary engineering report it puts the dominos in place in order to complete any or all of these projects. Mr. Query stated that we still have an option to apply for the Department of Defense grant to help fund these projects as well. Mr. Blackwell stated that some of the cost for the Atterbury project and Town of Edinburgh project have already been completed and those costs are included in the total cost. He also asked Mr. Query if the Town was able to do some of the demo, if that amount would come off the price. Mr. Query stated any work done by the Town would be subtracted from the total. Mr. Blackwell said they might be able to do the demo and the cost of that is over \$100,000.00

He also stated the new grant he applied for has been denied, but he has a debriefing with Camp Atterbury as to why the application was denied and possibly be able to apply again. Mr. Query stated that with Rural Development it would be 40 year loan, and he will submit it in September for review and that's when Rural Development will obligate funds for the projects. Councilor Bryan Tearman asked if we receive loan funds and next year, we are able to get a grant would those funds be removed from the loan. Mr. Query stated yes and Council is not committed to anything, this is the planning and study to get the Town in line for funding. Mr. Tearman said we need to commit to the storage tank and Mr. Blackwell stated if he had to only pick one project it would be to build the new storage tank. Mr. Tearman asked if the roof on the million gallon water reservoir will last for two more years before construction. Mr. Blackwell said he is not sure. Mr. Tearman said he is not comfortable waiting that long to start the project and asked if we could move up the construction on the timeline. Mr. Query stated not without approval from Rural Development, but once the approval happens the reservoir construction can be started sooner. Mr. Gallamore stated we started working on these projects three or four years ago in our planning session and would like to approve and move forward with getting finance options.

PUBLIC FORUM:

- No public comment

APPROVAL OF MINUTES:

- Councilor Gallamore motioned to approve the July 17, 2023 Regular Meeting minutes & August 10, 2023 Special Meeting. Council President Nelson seconded the motion and passed unanimously.

TOWN MARSHAL REPORT:

Marshal Greg Southers said he and Officer Coffey have not been able to take a lot of time off due to another Officer being on medical leave. He asked if Officer Coffey can extend his sixty-four

hours of vacation time and two hours of personal time past his anniversary date because the time will expire. Mr. Tearman asked what has been done in that past. Mr. Gallamore stated in the past employees have been allowed to extend their vacation time. Marshal Southers stated he and Officer Coffey have both been working hard to make sure all shifts have been covered and would like to extend his time by two months. Marshal Southers also told the Council he has been trying to get plans together to remodel the police department and he going to try to have it done by the end of year.

- Council Vice President Tearman motioned to approve Officer Coffey's vacation and personal time being extended by two months. Council President Nelson seconded the motion and passed unanimously.

WATER/WASTEWATER REPORT:

Superintendent Scott Blackwell presented the Council with his report. He and his team have been cleaning out the current utility office. He also said he received the notice of award from Ric Battershell to Striegel Design & Construction and requires Greg Nelson's signature as Council President. Mr. Battershell will write up the agreement between the Town and Striegel for the construction of the new utility building and then Lee Robbins will review. Mr. Blackwell also stated he might need a special meeting before the next Council meeting to get the contract signed and approved, Mr. Gallamore stated he is also asking for a special meeting next week. Discussion was made and the meeting will be set for August 31, 2023 at 3:30. Mr. Blackwell stated he and his team's water efficiency is at an all time high of 84%.

Mr. Blackwell informed the Council that we are charging the Nineveh Fire Department a minimum bill, they used 18,000 gallons and were charged 3,000 and would like guidance from Council as to how to charge them. They currently have a leak and he feels they have no incentive to get the leak fixed if they are only being billed the minimum usage. Mr. Tearman and Mr. Gallamore agree and Mr. Tearman stated they should be billed for their usage. Council President Nelson stated most of that water is used for training and suggest we bill them for the minimum and the leak. He also stated that Indiana City Waters gives fire departments free water for training, but they have to document how much they used. Mr. Blackwell stated he can use the amount on his water loss report. Mr. Nelson stated he can talk to the Fire Chief and try to come to an agreement.

Mr. Blackwell asked if Tim Burgett who works seasonally, could get a raise from \$15.00 to \$16.50 and would like to retroactively pay to the start of his seasonal work. He would also like to give Bridgette Blessing a raise from \$16.50 to \$17.50.

- Councilor Gallamore motioned to approve the lowest bidder, Stiegel Design & Construction for construction on the new utility building and authorize Greg Nelson to sign on behalf of the Council. Council Vice President Tearman seconded the motion and passed unanimously.
- Council Vice President Tearman motioned to approve a pay raise for Tim Burgett from \$15.00 to \$16.50 effective to the start of is 2023 season and Bridgette Blessing from \$16.50 to \$17.50 effective with the current pay period. Councilor Karen Harrison seconded the motion and passed unanimously.

STREET DEPARTMENT REPORT:

Public Works Supervisor Mike Miller said that work needed to be done on the skid steer and asked Council for approval for two invoices to Bobcat. One invoice was for \$2,084.56, the other invoice was for \$1,992.01. Mr. Tearman asked why work needed to be done. Mr. Miller said when they were working at the ball diamond clearing posts, a post came back and broke windshield, there was some electrical work that needed to be done and a mirror was installed.

Mr. Miller stated he received a bid from Meda Construction to finish the concession stand ceiling for \$2,650.00. He also received bids to seal coat, crack fill and stripe Town Hall parking lot and walking trail. Stubbs Asphalt was for \$7,250.00, Driveway Asphalt for \$8,750.00 and Asphalt Salvation for \$5,475.00. Mr. Miller said all the new construction is done at the ball diamonds and is asking for approval for the rest of the work. Mr. Gallamore asked if we have paid anything, Clerk-Treasurer Erica Lyden-Giger stated \$14,400.00. Mr. Miller stated the total left to pay is \$88,578.18. Mrs. Lyden-Giger questioned the amount of the remaining invoices. Councilor Lindsey Kelly and Mr. Gallamore also had questions about the invoices. Mr. Miller asked if anything can be paid, Mr. Gallamore stated he is not comfortable paying anything at this time. After discussion, invoices will be compared and examined and will be discussed at the special meeting.

- Council Vice President Tearman motioned to approve bid for Meda Construction for \$2,650.00. Council President Nelson seconded the motion and passed unanimously.
- Council President Nelson motioned to approve invoices from Bobcat as presented. Council Vice President Tearman seconded the motion and passed unanimously.

Building Inspector Phil Montarsi updated Council how his first month in the position is going and is activity taking training to get certified.

CLERK-TREASURER REPORT:

Clerk-Treasurer Erica Lyden-Giger presented invoice #11 from HWC for \$9,450.00 This is for the DOD project, mapping/survey, design and permitting & Rural Development invoice #3 for \$1,500.00

- Council Vice President Tearman motioned to approve HWC invoices as presented. Council President Nelson seconded the motion and passed unanimously.

Mrs. Lyden-Giger presented Town, Utilities, July 20, 2023 & August 3, 2023, August 17, 2023 allowance docket claims and ask the Council for approval in the amounts of \$634,531.74, \$548,429.61, \$37,389.08, \$39,739.93, \$37,677.34

- Council Vice President Tearman motioned to approve all claims as presented. Council President Nelson seconded the motion and passed unanimously.

Mrs. Lyden-Giger also presented transfer **Resolution 2023-02** in order to pay the Community Crossings Match Grant for the paving project. **Ordinance 2023-04**, second amendment to Salary Ordinance 2022-08 and SCI REMC invoice of \$706.20 for adding the new line for power for the lights to the basketball court at Town Hall. Mr. Tearman stated SCI REMC is donating the labor and is not sure when the lights will be installed. Mrs. Lyden-Giger stated she emailed and printed a package of quotes for new playground equipment and would like to discuss those options next Thursday.

- Council Vice President Tearman motioned to approve **Resolution 2023-02**. Councilor Kelly seconded the motion and passed unanimously.
- Council Vice President Tearman motioned to approve **Ordinance 2023-04**. Council President Nelson seconded the motion and passed unanimously.
- Council Vice President Tearman motioned to approve SCI REMC invoice as presented. Council President Nelson seconded the motion and passed unanimously.

ATTORNEY'S REPORT:

OLD BUSINESS:

NEW BUSINESS:

Mr. Gallamore explained how he, Mr. Blackwell and Mr. Tearman had a meeting about upcoming capital expenses over the next few years. They believe the Town can finance the entire project of building the new utility office without having to get a loan. The funds will be used from different utility funds including depreciation. Mr. Gallamore stated we have been planning for this project and self-funding will it will help us when we apply for certain grants and will also not have to increase our rates by self-funding. We will also save time and money by not going through financing.

He and Mr. Blackwell also went over the asset management plan and we have been able to purchase certain items ahead of time and are now in a good position to be able to finance the project ourselves.

Mr. Blackwell stated that Cordry-Sweetwater would like to purchase one of our generators. He said it's too small for what they need and worth about \$10,000.00. He would like to sell it and use that money to purchase two more generators that would be easier to use and will be what they need.

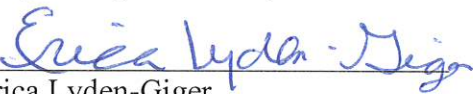
After discussion;

- Council Vice President Tearman motioned to self-fund the over \$1.5 million utility building and not go through the financing project. Council President Nelson seconded the motion and passed unanimously.

- Council President Nelson motioned to allow Mr. Blackwell to sell the generator to Cordry-Sweetwater. Council Vice President Tearman seconded the motion and passed unanimously.

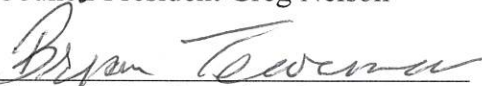
With no further business before the Prince's Lakes Town Council, President Nelson motioned to adjourn at 8:23 pm. Councilor Gallamore seconded the motion and carried unanimously.

Respectfully submitted,

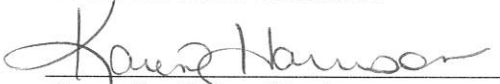

Erica Lyden-Giger
Clerk-Treasurer

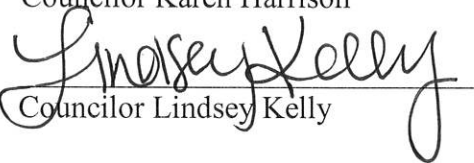
Council:


Council President Greg Nelson


Council Vice President Bryan Tearman


Councilor Mike Gallamore


Councilor Karen Harrison


Councilor Lindsey Kelly