

MEETING MINUTES
PRINCE'S LAKES TOWN COUNCIL
PRINCE'S LAKES TOWN HALL, 14 E LAKEVIEW DR, NINEVEH, IN 46164
February 22, 2021

COUNCILORS PRESENT: COUNCIL PRESIDENT GREG NELSON
VICE PRESIDENT MIKE GALLAMORE
COUNCILOR TROY MEADOWS
COUNCILOR KAREN HARRISON

COUNCILORS ABSENT: COUNCILOR PHILIP MONTARSI

CLERK-TREASURER PRESENT: ERICA LYDEN-GIGER

TOWN ATTORNEY PRESENT: LEE ROBBINS

STAFF PRESENT: WATER SUPT SCOTT BLACKWELL

PUBLIC PRESENT: ANTHONY GIGER

Council President Nelson called the meeting to order at 6:33 pm followed by the Pledge of Allegiance

PUBLIC FORUM: * PUBLIC FOURM was closed Due to rising Covid-19 concerns*

APPROVAL OF MINUTES:

- Council President Nelson made a motion to approve the January 19, 2021 Regular Meeting Minutes, and January 28, 2021 Special Meeting Minutes. Councilor Meadows seconded the motion and passed unanimously.

TOWN MARSHAL REPORT:

Marshal Greg Southers emailed Council his report

WATER/WASTEWATER REPORT:

Superintendent Scott Blackwell informed the Council that the new water tower is going to be filled this week and within 2 weeks, the water tower should be online. They've rescheduled the meeting with the Town of Trafalgar to discuss renewing the water contract.

Vice President Mike Gallamore informed the Council that he spoke with Steve Brock. The Town is going to be able to refinance the water loan in June, and go from 3.5% interest rate down to 2.1% interest rate without extending the term on the loan.

STREET DEPARTMENT REPORT:

Superintendent Alec Burton emailed Council his report

Council President Nelson informed the Council that the Street Department had some equipment break down during the bad weather and needed to purchase 2 new salt spreaders.

- Council Vice President Gallamore made a motion to ratify the purchase of a salt spreader for \$6,100.00 and another salt spreader for \$5,200.00. Councilor Karen Harrison seconded the motion and passed unanimously.

CLERK-TREASURER REPORT:

Clerk-Treasurer Erica Lyden-Giger presented the Council with claims for the Town, Water & Wastewater, HWC

- Town Claims - \$151,535.54
- Water & Wastewater Claims - \$333,123.79
- Division A (Phoenix) Pay Application #11 – Amount due is \$95,134.75
- Division B (Sub-Surface of Indiana) Pay Application #10 – Amount due is \$139,793.31
- Division B Change Order #5 – This change order is for adjustment of final quantities installed as typical for unit price contracts. Decrease of (\$36,574.00).

After discussion,

- Council President Nelson made a motion to approve and ratify claims as listed as approved previously by Council President Nelson due to February 16, 2021 Town Council Meeting being canceled due to Red Travel Advisory. Councilor Meadows seconded the motion and passed unanimously.

ATTORNEY'S REPORT:

Town Attorney Lee Robbins opened the sealed bids for the 2021 paving project. Bids read as listed:

Milestone - \$219,803.16
Harding Group - \$225,211.82
Dave O'Mara Contractors Inc - \$178,679.09
DC Construction Services Inc - \$235,182.00
All Star Paving - \$233,378.95

Robertson Paving - \$190,955.67

Mr. Robbins will take the bids and make sure there is a responsive bid. In the March Town Council Meeting, the bid will be accepted and awarded.

Mr. Robbins spoke on the need to reestablish the Cumulative Capital Development Fund. This is a process that has to be done every year. The Town is able to collect .05 on every \$100 of the appraised value for the Town of Prince's Lakes.

After discussion;

- Councilor Karen Harrison made a motion to introduce and adopt on first reading Ordinance 2021-1, **AN ORDINANCE TO REESTABLISH A CUMULATIVE CAPITAL DEVELOP FUND AND MAXIUM TAX RATE** Council President Nelson seconded the motion and passed unanimously.

Mr. Robbins spoke on the need to establish an ordinance to keep track of and to set a threshold for a Capital Assets policy.

After discussion;

- Council President Nelson made a motion to adopt Ordinance 2021-2 **AN ORDINANCE ESTABLISHING A CAPITAL ASSET POLICY** as presented on first reading. Councilor Troy Meadows seconded the motion and passed unanimously.

Discussion was made on how to keep track of assets under \$5,000.00. Mrs. Lyden-Giger proposed developing a spreadsheet that will track those assets and can be emailed to department heads. Mr. Gallamore agreed to use a spreadsheet for all assets under \$5,000.00

NEW BUSINESS:

Council President Nelson spoke about how he, Councilor Montarsi, and Kevin Aders interviewed Thomas Thompson for the Building Inspector position. Mr. Nelson said Mr. Thompson is a good candidate for the position and has the credentials to enforce the Unsafe Building Law.

After discussion,

- Council Vice President Gallamore made a motion to hire Thomas Thompson for the Building Inspector position for no more than 20 hours per week at \$16.56 per hour.

Council Vice President Gallamore informed the Council that he and Clerk-Treasurer Erica Lyden-Giger worked on a grant together for Operation Round Up through SCI REMC, and we received the full grant requested of \$10,000.00. The Town is going to use these funds to help repave the basketball court and make improvement on the baseball diamonds.

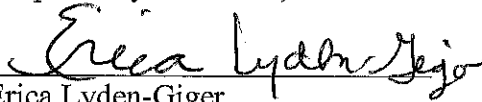
Mr. Gallamore would also like to discuss and approve the employee handbook, salary ordinance and 2 hour call out time at the March 15, 2021 meeting.

Councilor Harrison asked the Council to discuss the wastewater policy to charge customers for wastewater if there is no service on an empty lot. Mr. Robbins said he is going to review Ordinance 248 that sets the rules for the wastewater system. That ordinance states we should not be charging wastewater service on empty lots. Discussion was made on how to refund those customers that have been charged. Further discussion will be made at the March 2021 meeting.

Mr. Gallamore reviewed the comp time report and reminded the Council that the department heads need to be taking their comp time when practical.

Council President Nelson made a motion to adjourn. Councilor Meadows seconded the motion and carried unanimously. The meeting adjourned at 7:54 pm

Respectfully submitted,



Erica Lyden-Giger
Clerk-Treasurer

Council:


Council President Council President Nelson


Council Vice President Mike Gallamore


Councilor Troy Meadows


Councilor Philip Montarsi


Councilor Karen Harrison