

**MINUTES
REGULAR MEETING PRINCE'S LAKES TOWN COUNCIL
PRINCE'S LAKES TOWN HALL, 14 E LAKEVIEW DR, NINEVEH, IN 46164
FEBRUARY 18, 2020**

MEMBERS PRESENT: COUNCIL PRESIDENT GREG NELSON
VICE PRESIDENT MIKE GALLAMORE
COUNCILOR TROY MEADOWS
COUNCILOR PHILIP MONTARSI
COUNCILOR KAREN HARRISON

CLERK-TREASURER PRESENT: ERICA LYDEN-GIGER

TOWN ATTORNEY PRESENT: LEE ROBBINS

STAFF PRESENT: MARSHAL GREG SOUTHERS
WATER SUPT SCOTT BLACKWELL
STREET SUPERINTENDENT AREC BURTON

PUBLIC PRESENT: LORRI MCCALL
JOELLEN ADCOCK
HOPE NUTT
LAYMAN BOYD
ANTHONY GIGER
CHRIS NOLAN

President Council President Nelson called the Meeting to order at 6:30 p.m. followed by the Pledge of Allegiance

Council President Nelson opened the floor to Public Forum.

PUBLIC FORUM:

Lorri McCall spoke she said the minutes from January 7 does not include the water rate. She would like to know why the new rate is not included.

Lee Robbins spoke said the town council can adopt the minutes as is with being amended to include water rate Ordinance 418.

Council President Nelson made a motion to approve the Special January 7, 2020 Meeting Minutes as is with the added water rate Ordinance 418 and effected date to be as soon as practical. Councilor Meadows seconded the motion and passed unanimously.

Jo Ellen Adcock spoke. She was never notified of the rate increase. She needs to notify the software company with a copy of the Ordinance for them to increase the rate; it will take a couple of weeks or so.

Clerk-Treasurer Erica Lyden-Giger stated the actual rate was not stated at the January 7 meeting. That meeting was to adopt on second and final reading.

Lorri McCall spoke again about January 21, 2020 Meeting Minutes. She stated she is used to getting minutes that are 5-7 pages and these are only 2 pages. Town claims are omitted and want to know why?

Erica Lyden-Giger spoke informing that these are the first minutes she has ever written and does apologize for leaving out town claims that was done in error. They are actually a memorandum and are not minutes they do not have to be word. Not every item discussed has to be included, important items discussed were included.

Lee Robbins spoke and informed the council that minutes prepared by one might not look like minutes prepared by another. Try to make sure minutes included action taken. They are not a word for word account that happen every meeting they are supposed to be a summary of action taken at prior meeting. What is most important are actions taken and motion made.

After discussion, Council President Nelson would like to postpone adopting January 21, 2020 so corrections can be made.

Lorri McCall spoke again, wants to know if all 5 Councilors were involved with moving office staff into different positions.

Councilor Montarsi spoke said he knew about the switch. Council President Nelson spoke as soon as he found out he called all 5 members. Councilor Harrison wanted to know if town council had to vote on restructuring.

Lee Robbins spoke said the under state statute the Clerk-Treasurer has the authority to hire employees. Council has to approve the funds, but as he understood it, it was a reassignment of positions of employees who are already here. Funding had already been provided for those positions. The Clerk-Treasure can hire people and the Superintendent can.

Lori McCall spoke again and said "Not without approval from Town Council can they?"

Lee Robbins spoke and said the Clerk-Treasurer absolutely can

Council Vice President Gallamore spoke. Erica Lyden-Giger came to him and thought the deputy clerk-treasurer should report to her. He clearly read the state statute that reads the Clerk-Treasurer has the authority to hire a deputy clerk-treasurer and they report to the Clerk-Treasurer. Town passed an ordinance in 2009 or 2010 putting the positions under the Water Superintendent. He then spoke with Lee Robbins. Lee Robbins informed him the council does not have to vote to make the switch. He then spoke with Council President Nelson and Scott Blackwell; Scott

Blackwell said he didn't know why the position of deputy clerk-treasurer reports to him. When Council Vice President Gallamore asked the former Water Superintendent, Jim Lowhorn to an employee evaluation of the deputy clerk-treasurer he was told he was not able to do that because the position reports to the Clerk-Treasurer, Councilor Harrison. Council Vice President Gallamore told Jim Lowhorn the position reports to him and to get Councilor Harrison's input. At that time no one could tell Council Vice President Gallamore as to why the reporting was that way, except for a conflict with the Clerk-Treasurer in 2009 or 2010 and they moved it. Council Vice President Gallamore spoke with Scott Blackwell, Council President Nelson, and Lee Robbins. Council President Nelson was going to talk to Councilor Meadows, Councilor Montarsi and Councilor Harrison. Council Vice President Gallamore was going to talk to Arlene Miller and Sam Jensen about the switch. Scott Blackwell ended up talking with them. Council Vice President Gallamore stated it makes sense for the deputy clerk-treasurer to report to the Clerk-Treasurer. Council Vice President Gallamore stated it was the right thing to do and it's never wrong to do the right thing.

Chris Nolan spoke he wants to know what the town is going to do with the lot of Lily Lane, and is the town going to pay conservancy fees once the town owns it?

Lee Robbins spoke the town wants to take ownership of the lot to clean it up. After that it is up to town council. The town will have to pay the conservancy fee if it is billed.

WATER/WASTEWATER REPORT

Water Superintendent Scott Blackwell presented the council with claims for water and wastewater in the amount of \$224,773.60 after review, Council President Nelson made a motion to approve claims for water and wastewater in the amount of \$224,773.60 Councilor Meadows seconded the motion and passed unanimously.

Scott Blackwell presented water and wastewater reports. Consumer Confidence Report is due April 1 to large users and residence to June 1. Council Vice President Gallamore would like to see state standard water quality and were the town stands.

Scott Blackwell has implemented a fire hydrant program. There are around 150. In Johnson County Park there are around 75 that are supposed to be mark dead, but still have water to them. These are in areas that no longer have activity. Scott Blackwell would like to start marking areas into quadrants to try to isolate any leaks and efficiency by area.

Scott Blackwell received a confirmation from SRF Wastewater project that there is \$120,000 left from the grant and wants to buy a \$56,000.00 truck, purchase new mapping, and a new portable self-priming pump. Scott Blackwell also wants to sell old trucks.

Councilor Montarsi made a motion to allow the sale of old trucks, Council President Nelson seconded the motion and passed unanimously.

Council President Nelson made a motion to approve the purchase of the pump and new \$56,000.00 truck subject to approval from SRF to use the funds. Councilor Montarsi seconded the motion and passed unanimously.

Scott Blackwell would also like to order a ½ ton pick-up truck from the budget.

Council Vice President Gallamore made a motion to approve the purchase of a ½ ton pick-up truck from budget not to exceed \$29,500.00 Councilor Harrison seconded the motion and passed unanimously.

Scott Blackwell would like to offer Layman Boyd a \$2.00 per hour raise for his new position. Making his salary \$23.27

Council Vice President Gallamore made a motion to approve the salary increase of \$2.00 for Layman Boyd Councilor Meadows seconded the motion and passed unanimously.

Scott Blackwell would like to get a well cleaned for \$9,650.00

Council President Nelson made a motion to approval to approve funds in the amount of \$9,650.00 to get well #6 cleaned. Councilor Montarsi seconded the motion and passed unanimously.

Scott Blackwell would like to change the raise from .50 an hour to \$1.00 every time an employee passes a test to be licensed.

Council Vice President Gallamore made a motion to approve the raise from .50 an hour to \$1.00 when an employee passes a test to be licensed. Councilor Montarsi seconded the motion and passed unanimously.

TOWN MARSHAL REPORT:

Town Marshal Southers spoke; he, Council Vice President Gallamore, and Councilor Harrison meet with Lt. Travis to go over SOP. Lt. Travis is going to correct errors and that report will be passed along to Lee Robbins

Marshal Southers informed Town Council that Deputy Ken Black has resigned. He has promoted Deputy Richard Hanlin from part time to full time effective February 17, 2020

Marshal Southers informed Town Council that he has 164 hours of Paid Time Off. He has to use by the end of February. He won't be able to use those hours by then, and would like to extend the time in which to use the hours.

Council Vice President Gallamore made a motion to allow Marshal Southers to extend his Paid Time Off of 164 hours for 3 months Councilor Meadows seconded the motion and passed unanimously.

Marshal Southers spoke about spring clean-up in the near future to get rid of abandon vehicles and for residence to clean up their property. He would also like to increase part time police pay from \$20.00 to \$25.00 per hour.

Councilor Montarsi made a motion to increase part time police pay from \$20.00 to \$25.00 per hour, after discussion Council President Nelson seconded the motion passed unanimously.

Marshal Southers informed town council that Trafalgar Fire Department is trying to take over Nineveh Township Fire Department ambulance. Council President Southers wants to make sure the ambulance stays in our community. Council President Southers stated "At this point, it's just a rumor" He will keep council advised.

STREET DEPARTMENT:

Street Superintendent Arec Burton reports he will only have to buy 3 loads of salt instead of 4. Broken street lights have not yet been taken down. People have offered to buy the lights. Those sales will help offset some of the cost. Arec Burton will contact SSI to bore under the road and put in a catch basin culvert to remove the standing water on the walking trail.

Arec Burton has made his own brine to save money on salt. He has \$750.00 invested which would have cost \$8,000.00 to buy. The brine has been tested and has the right additives. Arec Burton needs to purchase a tank kit for \$1565.00 and 1,000 gallons of additive for \$1,660.00. The additive will last 2 seasons and is cheaper than 500 gallons. To make 250 gallons it will cost \$83.00 which is equal to about a ton of salt that costs \$94.00 a ton

Council Vice President Gallamore spoke stated Arec Burton has done a tremendous job at saving the town money. The system will pay for itself in about 2.5 years. The brine is safer for the environment.

Arec Burton request \$1,565.00 for tank kit and \$1660.00 for additives.

Councilor Montarsi made a motion to approve \$3225.00 to purchase tank kit and additives, Council President Nelson seconded, after discussion motion passed unanimously

CLERK-TREASURER REPORT:

Clerk-Treasurer Erica Lyden-Giger presented the council with claims in the amount of \$141,655.19 after review, Council President Nelson made a motion to approve town claims in the amount of \$141,655.19 Councilor Meadows seconded the motion and passed unanimously.

Erica Lyden-Giger discussed 3 options for a new website. eGov - \$10,190.00 per year.
Civics Plus - \$3,500.00

The third option is Municipal Impact which is \$898.45. That includes: \$599.40 Annual Subscription Fee, \$349.00 - One time set up fee. If we pay in full for the year, we will get \$49.95 Customer Appreciation Credit making the cost \$549.45 annually. If we pay monthly the total cost at the end of the year will be \$599.40.

Erica Lyden-Giger stated we can update the website, upload documents, accept payments, add community events and send alerts. It will allow us to be more transparent, our documents can be on the website. There might be additional fees for the online payments. The only option Municipal Impact does not offer is email service. We could still use IT Indiana for email service, unsure of the cost at this time. Our software company is Keystone. They offer a cloud backup. It is \$275.00 annually – Keystone will back up every night. If we ever had a catastrophe where we lost our data, Keystone will come down here and restore our system. We pay \$743.64 annually for IT Indiana. We also pay \$115 per hour any time we need to update the website.

After discussion Council President Nelson would like to know a little more information. Wants to know if the town gets charged a fee for online bill payment, and how much email service would be if we cancel our other services with IT Indiana.

Erica Lyden-Giger updated council on training she will be taking during the upcoming year. March 9-12 Indiana League of Municipal Clerk-Treasurers. That is how she will start to get certified. AIM Clerk-Treasure school in Plainfield on May 14, May 15 is AIM Budget Workshop. June 7 – June 11 ILMCT Annual Conference and SBoA School in Evansville, October 28 & 29 – ILMCT District Meeting in Lawrenceburg.

NEW BUSINESS:

ABANDON HOUSES:

Discussion was made about property on Lilly Lane. The 120 day waiting period after the tax sale is up on March 2nd. Lee Robbins will instruct the county Auditor to transfer the deed to the town. Once the courts approve the transfer, the town will own the property on Lily Lane. Discussion was made about an abandon house on Henshaw and Lakeview. The land and property is overgrown. In 2016 a Corrective Order was issued and recorded. Property owner, Monica Spears was given 60 days to demolish the house. Town has a right to enforce Unsafe Building Law. Town has to start notice procedure over again.

EASTER EGG HUNT:

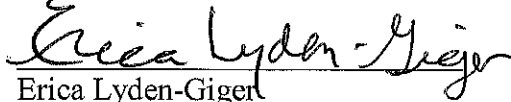
Councilor Harrison would like to continue Easter Egg Hunt. She will get organize the hunt and get the eggs filled with volunteer help.

TOWN OF TRAFALGAR WATER CONTRACT:

Councilor Gallamore wants to have a discussion with the Town of Trafalgar Council president about signing a new water contract with the town. Contract with Trafalgar is up. It was 20 year contract with yearly extensions for 5 years. We are in the end of the first extension.

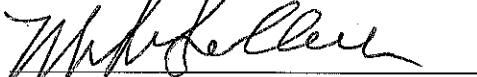
Council Vice President Gallamore made a motion to adjourn. Councilor Meadows seconded the motion and carried unanimously. The meeting adjourned at 8:41pm

Respectfully submitted,



Erica Lyden-Giger
Clerk-Treasurer

Council:


Council President Greg Nelson
Council Vice President Mike Gallamore
Councilor Troy Meadows
Councilor Philip Montarsi
Councilor Karen Harrison

*IC 36-5-6-7 Deputies and employees Sec. 7. (a) The clerk-treasurer shall appoint the number of deputies and employees needed for the effective operation of the office, with the approval of the town legislative body. The clerk-treasurer's deputies and employees serve at the clerk-treasurer's pleasure. (b) If a town owns a utility and the clerk-treasurer is directly responsible for the billing and collection of that utility's rates and charges, the clerk-treasurer shall appoint those employees who are also responsible for that billing and collection. These employees serve at the clerk-treasurer's pleasure