

**MEETING MINUTES**  
*PRINCE'S LAKES TOWN COUNCIL*  
**PRINCE'S LAKES TOWN HALL, 14 E LAKEVIEW DR, NINEVEH, IN 46164**  
**January 17, 2023**

COUNCILORS PRESENT: COUNCIL PRESIDENT GREG NELSON  
VICE PRESIDENT BRYAN TEARMAN  
COUNCILOR MIKE GALLAMORE  
COUNCILOR PHILIP MONTARSI

COUNCILOR ABSENT: COUNCILOR KAREN HARRISON

CLERK-TREASURER PRESENT: ERICA LYDEN-GIGER

TOWN ATTORNEY PRESENT: LEE ROBBINS

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

PUBLIC PRESENT: ANTHONY GIGER  
LINDSEY KELLY  
ARLENE MILLER  
KIM PHILIPS  
TRACY PHILIPS  
KEVIN HARRISON

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

Councilor Nelson opened the meeting stating it was the first meeting of year and asked for nominations for Council President, Vice President and a motion for appointing the Town Attorney.

- Councilor Nelson motioned to appoint Lee Robbins as the Town's attorney. Councilor Bryan Tearman seconded the motion and passed unanimously
- Councilor Gallamore made a motion to nominate Greg Nelson as Council President. Councilor Montarsi seconded the motion and passed unanimously
- Councilor Phil Montarsi made a motion to nominate Bryan Tearman as Council Vice President. Councilor Gallamore seconded the motion and passed unanimously

### **PUBLIC FORUM:**

Kim and Tracey Philips addressed the Council about a fence that they recently had installed. Building Inspector Tom Thompson had informed them they might in violation of a town ordinance that does not allow pointed tips on fences and they should go to a Town Council meeting to ask for a variance. Town Attorney Lee Robbins informed Mr. and Mrs. Philips that they need to go to a Planning Commission meeting and if the Planning Commission deems this a violation of the ordinance, then Mr. and Mrs. Philips would need to go to the BZA to get a variance.

### **GUEST SPEAKER:**

Steve McConnell with Morgan Insurance presented the 2023 insurance policy. Mr. McConnell said insurance went up 22% and he is not able to bid other companies until March. After discussion, Mr. McConnell is going to get quotes from other companies and present his findings in the March Council meeting. The current policy will get paid quarterly until that time.

### **APPROVAL OF MINUTES:**

- Council President Nelson made a motion to approve the December 1, 2022 Special Meeting Minutes and the December 19, 2022 Regular Meeting minutes. Councilor Montarsi seconded the motion and passed unanimously.

### **TOWN MARSHAL REPORT:**

Marshal Greg Southers presented the Council with his 2022 year-end report, a few accomplishments were installing cameras at both entrances of Prince's Lakes, updating body cameras, adding e-Tickets and helping with Easter, Truck-or-Treat and Town Clean-Up Day. Marshal Southers also informed the Council that eTickets are still not working properly. All the equipment is installed in the cars, but not able to communicate with the State. He is still working to try and resolve the issue. The Women's Self Defense class went well and he will try to schedule a second class. Marshal Southers was able to help five families at Christmas with gifts and food. Mr. Gallamore asked if he has the interview camera yet and Marshal Southers said he is hoping to have it in the next two weeks. Mr. Gallamore stated he would like to get Marshal Southers list of accomplishments for 2022 on the website soon. Mr. Gallamore also stated the Nineveh Trustee, Jonetta Knight, is looking for office space, Marshal Southers he has an empty office. Discussion was made about renting the office to the Trustee for another revenue stream for the Town and Councilor Gallamore will contact the Trustee.

## **WATER/WASTEWATER REPORT:**

Superintendent Scott Blackwell presented the Council with his 2022 year-end report. A few accomplishments were finalizing the 2020 water project, received a \$516,000 grant from Department of Defense, flushed all fire hydrants and ended the year with an average of 75% water efficiency rating.

Mr. Blackwell stated he spoke with our software company about Invoice Cloud, which is a company that works with our software company, Keystone, about getting more options for customers to pay their bill. There is no charge to the Town to set up these services, but there will be a service charge to the residents if they use a certain service. Mr. Blackwell asked the Council for approval to implement Invoice Cloud. Mr. Blackwell also stated he wants to get an add on system to our software which is called Cash Receipt. This add on would allow multiple people to be in the billing software at the same time and eliminate the problem of having the second person log out when an updated or certain process has to take place. This ability would allow Lori Lollar to have view only access of Keystone billing at the water office.

- Council President Nelson made a motion to allow Mr. Blackwell to move forward with Invoice Cloud. Council Vice President Tearman seconded the motion and passed unanimously
- Councilor Montarsi made a motion to approve the purchase of the new software, Cash Receipt in the amount of \$1,430.00. Council Vice President Tearman seconded the motion and passed unanimously

## **STREET DEPARTMENT REPORT:**

Public Works Supervisor Mike Miller thanked Mr. Robbins for getting the paving bids to the public. All Star, Dave O'Mara and Milestone have turned in bid packets. Mr. Miller stated a resident that lives on Fox Drive contacted him and wants to know if Mr. Miller can install a "Dead End" or "No Outlet" sign because people drive down the road and turn around in her drive way because it is a dead-end road. Discussion was made about installing the sign and Council informed Mr. Miller to install the sign.

Mr. Miller also said a resident on Bergmann contacted him about paving the very end of Bergman. Mr. Miller said he contacted one of the paving companies and was told it would be an additional \$4,000 to \$5,000 to pave. Discussion was made whether or not that part of Berman was private or part of the Town's roads. Mr. Nelson was going to do research to find out.

## **CLERK-TREASURER REPORT:**

Clerk-Treasurer Erica Lyden-Giger presented the Council with the 2022 Year End Docket. Mrs. Lyden-Giger explained the APVs on the docket are for transfers from the old clearing account, which is where direct deposits from the State, County and credit card deposits went, to where their

revenue account is in Keystone. The APVs are not for invoices, they are for moving money from one fund to another fund and this is just housekeeping for year-end procedures. Mrs. Lyden-Giger ask the Council for approval in the amount of \$575,751.23. A few of Mrs. Lyden-Giger's 2022 year-end accomplishments were adding additional lights around the walking trail, repairing the concrete in front of Town Hall, organizing the Easter Egg Hunt and Truck-or-Treat, working with Mr. Gallamore on securing a \$2500.00 grant from SCI REMC Operation Round-Up to help get our playground surfaces up to ADA compliant.

- Council President Nelson motioned to approve 2022 Year End Docket as presented in the amount of \$575,751.23. Councilor Montarsi seconded the motion and passed unanimously.

Mrs. Lyden-Giger presented invoice #4 from HWC for \$45,450.00 This is for the DOD project, mapping/survey, design and permitting.

- Council President Nelson motioned to approve HWC invoice #4 in the amount of \$45,450.00 Councilor Montarsi seconded the motion and passed unanimously.

Mrs. Lyden-Giger presented Town and Utilities claims and ask the Council for approval in the amount of \$138,123.35 and \$318,245.78

- Council President Nelson motioned to approve claims for Town & Utilities as presented in the amount of \$138,123.35 and \$318,245.78 Councilor Montarsi seconded the motion and passed unanimously.

Mrs. Lyden-Giger presented the December 22, 2022 & January 5, 2023, allowance dockets and asked the Council for approval in the amount of \$31,799.75 & \$41,196.01.

- Council President Nelson motioned to approve the December 22, 2022 allowance docket in the amount of \$31,799.75 & January 5, 2023 allowance docket in the amount of \$41,196.01. Councilor Montarsi seconded the motion and passed unanimously.

### **ATTORNEY'S REPORT:**

Mr. Robbins informed the Council that bids for the Community Crossing Match Grant are due January 27, 2023 and will be ready to be opened and executed at the February 20, 2023 meeting

### **OLD BUSINESS:**

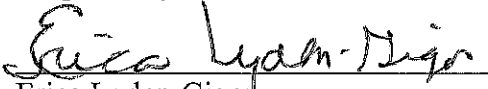
Discussion was made about finding two new members for the BZA and reappointing Planning Commission members. Mr. Nelson will contact Mrs. Lyden-Giger about getting information on the website to find new members.

### **NEW BUSINESS:**

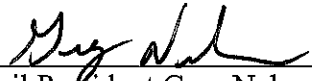
Mr. Gallamore stated he will be contacting the Council in the next few days to get their next planning session meeting schedule.

With no further business before the Prince's Lakes Town Council, Councilor Gallamore motioned to adjourn at 8:08 pm Councilor Montarsi seconded the motion and carried unanimously.

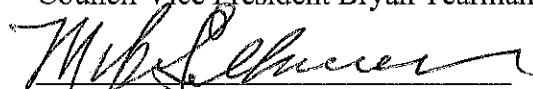
Respectfully submitted,

  
Erica Lyden-Giger  
Clerk-Treasurer

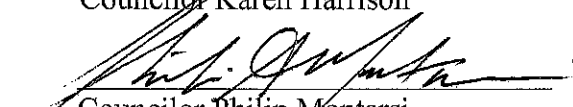
Council:

  
Council President Greg Nelson

  
Council Vice President Bryan Tearman

  
Councilor Mike Gallamore

  
Councilor Karen Harrison

  
Councilor Philip Montarsi