

MEETING MINUTES
PRINCE'S LAKES TOWN COUNCIL
PRINCE'S LAKES TOWN HALL, 14 E LAKEVIEW DR, NINEVEH, IN 46164
January 19, 2021

COUNCILORS PRESENT: COUNCIL PRESIDENT GREG NELSON
COUNCILOR TROY MEADOWS
COUNCILOR PHILIP MONTARSI
COUNCILOR KAREN HARRISON

COUNCILORS VIA PHONE: VICE PRESIDENT MIKE GALLAMORE

CLERK-TREASURER PRESENT: ERICA LYDEN-GIGER

TOWN ATTORNEY VIA PHONE: LEE ROBBINS

STAFF PRESENT: WATER SUPT SCOTT BLACKWELL
STREET SUPERINTENDENT AREC BURTON

PUBLIC PRESENT:

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

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

ELECTION OF OFFICERS:

Current Council President Greg Nelson ask if there were any nominations for president of the Council.

- Councilor Troy Meadows nominated Greg Nelson for president. Councilor Philip Montarsi seconded the motion and passed unanimously.

Council President Greg Nelson ask if there were any nominations for vice president of the Council.

- Council President Nelson nominated Mike Gallamore for vice president. Councilor Meadows seconded the motion and passed unanimously

APPROVAL OF MINUTES:

- Council President Nelson made a motion to approve the December 21, 2020 Regular 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 emailed Council his report

STREET DEPARTMENT REPORT:

Superintendent Alec Burton emailed Council his report

Street Superintendent Alec Burton addressed the Council about not receiving an additional raise on top of his \$2.00 an hour merit raise. Council President Nelson informed Mr. Burton that he received a raise above what everyone else received and the \$2.00 an hour merit raise was promised by the previous Council that the current Council honored. Vice President Gallamore informed Mr. Burton that the raise he got in 2020 was substantial.

ATTORNEY'S REPORT:

Town Attorney Lee Robbins spoke. He has written a draft for the new Employee Handbook. Council Vice President Gallamore recommends the Council having a special meeting next week to go over and finalize the Employee Handbook. After discussion, a date and time for Thursday January 28, 2021 at 5:00 pm was agreed upon.

Mr. Robbins spoke about the need to fill the vacant Building Inspector position. He has spoken with a candidate that has an interest in all 3 sections of the job, Building Inspector, Unsafe Building, and Nuisance Violations. Mr. Robbins suggests Council President Nelson, one other Councilor and a Planning Commission member conduct interviews with the potential candidates. Councilor Meadows volunteered to help conduct interviews.

CLERK-TREASURER REPORT:

Clerk-Treasurer Erica Lyden-Giger informed the Council that she would like to change banks that hold the employees' Health Savings Account. The current bank is not providing the type of service that best benefits the Town's employees. Mr. Robbins spoke and said that the Town can switch banks for the HSA accounts.

After discussion:

- Councilor Montarsi made a motion to switch banks from Finance Center Credit Union to First Financial Bank. Council President Nelson seconded the motion and passed unanimously.

Clerk-Treasurer Erica Lyden-Giger presented the Council claims from HWC, Water, Wastewater, and Town as listed for review.

- Council President Nelson made a motion to approval all claims listed, Councilor Harrison seconded the motion and passed unanimously.
- HWC Claims Division A (Phoenix Fabricators) Pay App #10 - \$68,016.20
- Division B (Sub-Surface of Indiana) Pay App #9 - \$148,561.95
- Division A Change Order #4 – 30 day extension requested by the contractor
- Division B Change Order #4 - modifying the existing 6” water main that runs parallel to the pressure reducing valve (PRV) vault at Nineveh Road & West Street, so it doesn’t bypass the PRV vault. It also includes capping and abandoning the existing 3” water main on Hospital Road - \$21,624.04
- Engineering Amendment #1 – Due to the schedule extensions on both divisions and the delays associated with the river crossing work, construction inspection has been extended as required. This amendment is to transfer fees from Task 3 (Easements) of the original Agreement to Task 6 (Construction Observation) for the additional inspection. There is no additional cost associated with this amendment.
- Approval of Water & Wastewater Claims - \$467,270.31
- Approval of Town Claims - \$121,817.25
- Council President Nelson made a motion to approve all claims as listed amount of Councilor Montarsi seconded the motion and passed unanimously.

NEW BUSINESS:

Council President Nelson spoke about the need to address late fees due to slow postal service. Mr. Robbins informed the Council they need to make a decision to either not charge anyone a late fee, or a case-by-case situation to forgive late payments. Council Vice President Gallamore said the easiest way is to have a blanket forgiveness and not to charge last fees.

After discussion:

- Council President Nelson made a motion to not charge any late fees for the months of January and February 2021. Councilor Montarsi seconded the motion and passed unanimously.

Clerk-Treasurer Erica Lyden-Giger informed the Council that due to a misunderstanding in how to track Covid hours on the time cards, Lori Lollar’s Paid Time Off used for 24 hours instead of being covered under Families First Coronavirus Response Act. Mrs. Lyden-Giger feels Mrs. Lollar’s 24 hours of Paid Time Off needs to be credited back to her.

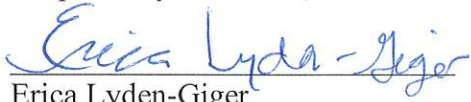
After discussion:

- Council President Nelson made a motion to restore 24 hours of Mrs. Lollar’s Paid Time Off. Councilor Meadows seconded the motion and passed unanimously.

Mr. Robbins informed the Council that the Families First Coronavirus Response Act expired December 31, 2020


Council President Nelson made a motion to adjourn. Councilor Meadows seconded the motion and carried unanimously. The meeting adjourned at 7:31 pm

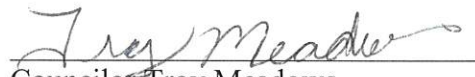
Respectfully submitted,


Erica Lyden-Giger
Clerk-Treasurer

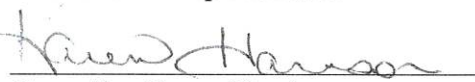
Council:


Council President Council President Nelson


Council Vice President Mike Gallamore


Councilor Troy Meadows

Councilor Philip Montarsi


Councilor Karen Harrison