

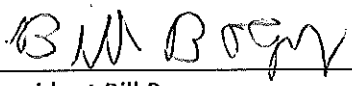
TOWN OF SOUTH WHITLEY WORK SESSION MEETING MINUTES
TOWN HALL BOARD ROOM
118 E FRONT ST, SOUTH WHITLEY, IN 46767
June 14th 2016
5:30 P.M.

Call to order was made by Council President Bill Boggs at 5:35 P.M. Town Marshal brought up that me wants the council to think about the clothing allowance for the police department, that it should be more defined so it's used for uniforms and everyday work. Mikel also brought up the golf cart ordinance and adding the ORV's to the ordinance. Mikel said he found out that the town of Syracuse is the only town around here that has anything in writing in an ordinance. By state law we can alter the golf cart ordinance to allow ORV's, they can't be on state roads and need to show proof of insurance. He said the county and Syracuse both have this so it covers the town if someone is on one of these vehicles and would hit a pedestrian the town could get sued if we didn't find out if they had insurance. Stickers for this would be once a year and they talked about the cost and what they might charge a year for this. Mikel mentioned \$5.00 a year and the council did not think that was enough. Officers would have to inspect that all the lights work, turn signals and have everything required on them. The council mentioned \$25.00 and see about some of that cost going toward street paving fund.

Councilman Cokl mentioned there will be a meeting with Lutheran Hospital to see I f we can get them in our town with their ambulance service instead of Parkview. There have been a lot of complaints with Parkview's response in the town.

Clerk-Treasurer mentioned she was going to ask for approval for the cash drawer limit to be raised \$100.00 to make it easier to handle billing payments when people pay with cash. Also mentioned that Attorney Hockemeyer worked up a credit card policy for the town which they have not had and the auditors recommended. Authorized personnel will be name along with credit limits for each person and a log sheet for employees to sign when using card. The street department mentioned to the Clerk that every year a gift of \$250.00 is given to Steve Reiff for letting the town employees take brush out to his property. It was also brought to the Clerk's attention that town employees have to use their own phones for work every day and she will be asking the council to consider giving a phone allowance to these employees. Town Marshal said the police are the same way and it should be across the board on the phone allowance. Councilman Cokl said the county has something like this and they will think about this. Randy will check with the county to see what they do. Kent is going to look into a few streets for paving and get quotes. Buckeye street and 3 intersections will be considered. Bill said we should do some kind of street paving every year to keep up on. Councilman Cokl said that he has gotten one reply back on being interested in the lineman job and will try to set up an online interview soon.

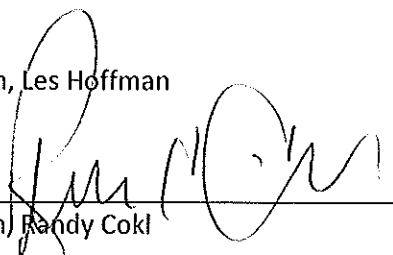
President Bill Boggs asked for a motion to adjourn the meeting and motion to adjourn was made by Councilman Cokl and seconded by Councilman Hoffman at 6:28 P.M. and carried by unanimous vote.



President Bill Boggs




Councilman, Les Hoffman



Councilman, Randy Cokl

ATTEST:



Clerk-Treasurer, Janet Howard

SOUTH WHITLEY TOWN COUNCIL REGULAR SESSION MEETING MINUTES
TOWN HALL BOARD ROOM
118 E FRONT ST, SOUTH WHITLEY, IN 46787
JUNE 14TH 2016 AT 6:30 P.M.

The South Whitley Town Council met in regular session on June 14th 2016 at 6:30 P.M. in the Town Board Room. Those present were Council President Bill Boggs, Councilman Les Hoffman, Councilman Randy Cokl, Town Marshal Mikel VanDevender, Waste Water Operator Kent Slater, Water Operator Ron Anderson, Council Attorney Gregg Hockemeyer and Clerk-Treasurer Janet Howard.

Call to order was made by President Bill Boggs at 6:30 P.M. and followed by the Pledge of Allegiance.

Motion to approve the minutes of the May 10th 2016 Work Session Meeting was made by Councilman Cokl and seconded by Councilman Hoffman and carried by unanimous vote 3-0.

Motion to approve the minutes of the May 24th 2016 Regular Session Meeting was made by Councilman Cokl and seconded by Councilman Hoffman and carried by unanimous vote 3-0.

Motion to approve the minutes of the June 1st 2016 Special Meeting was made by Councilman Cokl and seconded by Councilman Hoffman and carried by unanimous vote 3-0.

Motion to approve the Prepaid APV's Totaling \$72,134.32 was made by Councilman Hoffman and seconded by Councilman Cokl and carried by unanimous vote 3-0.

Motion to approve the APV's Totaling \$167,061.05 was made by Councilman Hoffman and seconded by Councilman Cokl and carried by unanimous vote 3-0.

Motion to approve Payroll for Week ending 5-30-16, Week ending 6-6-16 and Week ending 6-13-2016 was made by Councilman Cokl and seconded by Councilman Hoffman and carried by unanimous vote 3-0.

Old Business – Amending the Golf Cart Ordinance with adding ORV's to the ordinance and tightening up the ordinance with officers inspecting the vehicles for working lights, turn signals, license drivers operating the vehicles and proof of insurance on them. Mikel has for council to think about stickers at \$5.00 per year to put on vehicles showing proof of insurance but the council didn't think that was enough and were considering making the fee \$25.00 and a portion going towards police fund and also a portion going toward street paving fund. Town Marshall says if there is proof of insurance and police inspect them that the Town would not be liable if one of these vehicles would hit a pedestrian, without this would concern him. Changes will include ORV's would have to be registered with the state before they could be on the streets in town, must be covered with state minimum insurance, speed limit and cost of sticker per year. Town Attorney will make changes and bring a draft to the next meeting for council to look over. President Boggs said this will be tabled until next meeting but wanted to go on record that he is against the ORV's on the streets in South Whitley. The Public attending meeting for the adding of ORV's to ordinance mentioned that the state fee is only \$30.00 for three years and felt \$25.00 a year was high. Mikel said that he needed to clarify the Military pay for scheduled days off was actually 15 days a year and this is what the county has in place. President Boggs made a motion to approve Military pay for up to 15 days off on scheduled days for employees and seconded by Councilman Hoffman and carried by unanimous vote 3-0.

New Business – Nothing

Park Board – Teresa stated that the middle slide is split and has a hole in it so looks like they will need to buy a new slide. Teresa said that the Whitko Tennis team is planning on painting the lines on the tennis court sometime. Clerk-Treasurer told Teresa that Beth Sickafoose was wanting \$100.00 for mulch in the park and mentioned the Park Board should approve this. Teresa will take to the Park Board meeting this Thursday.

Town Marshal – Mikel said Blake will be back Monday from 2 week Military training and will probably be ready in July to go on his own. Matt will be taking his Physical Agility test this coming Monday, and then July 11th thru October 21st he will be in academy training. Mikel said he needed to purchase a new air conditioner for the office because the old one was blowing out mostly hot air. Mikel said he has talked with Town Attorney about the letter that has been used in the past for tall grass and he is not comfortable with it so Attorney Hockemeyer will be revamping the ordinance.

Waste Water Operator – Kent Slater said the generator for the Utility Building is installed. Kent mentioned that Iron Clad will be starting on the sewer separation project probably next week. He also stated the the state said the bridge project is on schedule and INDOT has given us the extension for the sidewalk project audit. He will be working with DLZ on that the next couple of weeks.

Ron Anderson said on the generator with the help of Kevin Shoemaker they unloaded it and set it on their own this took about an hour so Ft Wayne Generators knocked off \$1000.00 off the bill. Council thanked them for that. Everything is done except transferring the clerk's office and that will be done some morning early before the girls come in to work.

Town Attorney – Gregg said he met with different people in the board room on the Lake Park Estates issue and he is going to work up a letter and let the group look over as to what was discussed to make sure it is accurate. Greg has also prepared a purchasing ordinance and gave to Clerk-Treasurer to look over, the SBOA was concerned that the town has not had one in place. Greg stated he would be attending an annual conference for Lawyers in Indianapolis the end of this week.

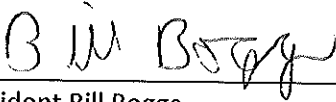
Clerk Treasurer- Asked for approval of Resolution 06-14-2016-01 Authorizing an Increase in the Town Clerk's Cash Drawer/Change Fund- The increase is for \$100.00 more. Motion to pass was made by Councilman Cokl and seconded by Councilman Hoffman and carried by unanimous Vote 3-0. Approval of Resolution 06-14-2016-02 for Credit Card Policy, motion was made by Councilman Cokl and seconded by Councilman Hoffman and carried by unanimous vote 3-0. Motion to pass the authorized users of credit card for the Town of South Whitley were Clerk-Treasurer and Supervisor Kent Slater was made by Councilman Cokl and seconded by Councilman Hoffman and carried by unanimous vote 3-0. Motion to approve credit card limits for Clerk-Treasurer being \$12,000 and Supervisor Kent Slater being \$10,000.00 was made by Councilman Hoffman and seconded by Councilman Cokl and carried by unanimous vote 3-0. Motion to approve the log sheet for credit card was made by President Boggs and seconded by Councilman Cokl and carried by unanimous vote 3-0.

Clerk-Treasurer ask for approval of \$250.00 gift of money for Steve Reiff that is given every year for letting the town employees take brush out to his place to burn. Motion was made by Councilman Cokl and seconded by Councilman Hoffman and carried by unanimous vote 3-0. It was brought up that the Façade money needed to be voted on as to where to take the money from and Clerk-Treasurer talked with Churubusco Clerk-Treasurer and she mentioned the CEDIT fund is what they use because that fund

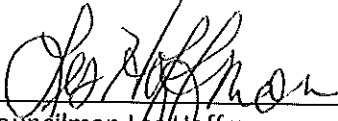
can be used for economic development. Motion to use the CEDIT Fund for the Façade Grant money was made by President Boggs and seconded by Councilman Cokl and carried by unanimous vote 3-0. President Boggs asked for a motion to have Triad look at paperwork from Donohue on Long Term Plan for the Waste Water Plant to make sure everything is good with it. This would be at no cost to the town. Motion was made by Councilman Cokl and seconded by Councilman Hoffman and carried by unanimous vote 3-0.

Public Input – Karen Jordan asked if the South Whitley Police could do anything about the loud music and drinking at the Bock Bash on July 8th and 9th. Town Marshal said that it is a county issue and we have no jurisdiction outside the town limits. She stated she has talked with the sheriff last year and nothing was done, it was suggested they could try to call state excise if they wanted to. She also asked about the speeding on water street and Mikel stated he has checked it out and they are not speeding it just seems like it because it is such a short street.

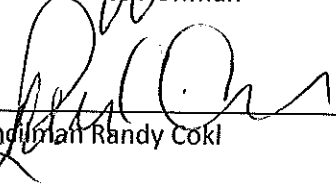
Motion to adjourn meeting was made by Councilman Cokl and seconded by Councilman Hoffman and carried by unanimous vote 3-0.



President Bill Boggs

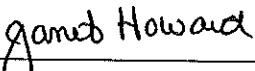


Councilman Les Hoffman



Councilman Randy Cokl

ATTEST:



Clerk-Treasurer Janet Howard

TOWN OF SOUTH WHITLEY PUBLIC HEARING MEETING MINUTES
SOUTH WHITLEY TOWN HALL BOARD ROOM
118 E FRONT STREET
SOUTH WHITLEY, IN 46787
JUNE 21ST 2016
6:30 P.M.

SUBJECT MATTER: Water Project Preliminary Engineering Report

The South Whitley Town Council met in Public Hearing on June 21st 2016, those present were Council President Bill Boggs, Councilman Les Hoffman, Councilman Cokl, Water Operator Ron Anderson and Clerk-Treasurer Janet Howard.

Call to order at 6:30 P.M.

Council President Boggs introduced Lou Savak from Triad Associates for the Public Hearing on the Water Project Preliminary Engineering Report

Lou stated he was hired to be consultant engineering for the water project. Based on the study they did with Hydrant testing for pressure points throughout the towns system they came up with recommendations for connecting dead end mains and upsizing some mains to increase pressure in flow. Lou had a map showing where those water mains are. Lou said initially the town has been treating the water with chemicals using phosphate that puts your iron in suspension until you heat it up which is when it will come out of suspension. With a new Iron filtration plant it would take care of that. The total cost including legal fees, Steve Carter, your rate consultant, our fees and the bond council is at the 2.45 million price tag and you will be applying for an OCRA Grant. According to most recent reports, August 19th is the due date for letters of intent and October 14th is the due date for applications. So Laurie Shipman will have another public hearing prior to that application due date and she will organize and run that hearing. Awards for Grant will be announced around December 1st and if successful in getting grant we will roll forward and get bids first of the year and be ready in the spring for construction. If not awarded grant in December we will apply again next year in the first round available.

After tonight's Public Hearing there is a 5 day waiting period for anyone that was here at the meeting and signed up who wants to get more information they have the opportunity to do so. Tonight I have two resolutions that need passed and then they will become part of the Preliminary Report. As you know we had the preplanning telephone conference with the SRF staff and they understand we want to rush this because of OCRA you are required to have your other money in place and a commitment for your SRF loan. That loan is a 20 year loan at around 2%. Lou said he has already started the process with permits and drawings to get a head start.

Ron asked about putting a restroom in the building and Lou said yes you could and would draw it in the plans. Ron also said in the next three years he has to have a long term plan for the small water tower for IDEM. He asked Lou to talk with the council members as to what they might want to do with that. Ron's understanding is that IDEM really didn't want the town to have that water tower and I know it was in your preliminary report to do away with it so maybe you can discuss with the council your thoughts on it. Lou said the only time you would need that water tower is in case of an emergency and you just had your big tower fixed. From a capacity perspective you do not need it so we recommend that you drain it, shut off the valve and seal off the top to close venting so it would not rust.

President Boggs asked for a motion to pass Town of South Whitley Waterworks Per Acceptance Resolution, Motion made by Councilman Hoffman and seconded by Councilman Cokl and carried by unanimous vote 3-0.

President Boggs asked for a motion to pass Signatory Authorization Resolution, Motion made by Councilman Hoffman and seconded by Councilman Cokl and carried by unanimous vote 3-0.

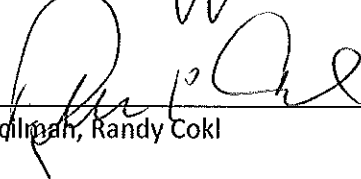
Motion to adjourn was made by Councilman Cokl and seconded by Councilman Hoffman and carried by unanimous vote 3-0 at 6:48 P.M.



Council President, Bill Boggs

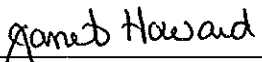


Councilman, Les Hoffman



Councilman, Randy Cokl

ATTEST:



Clerk-Treasurer, Janet Howard