

SOUTH WHITLEY TOWN COUNCIL WORKSESSION MINUTES

TOWN HALL BOARD ROOM

118 E FRONT STREET

SOUTH WHITLEY, IN 46787

DECEMBER 8, 2020

3:30 PM

The South Whitley Town Council and town employees met for the worksession on December 8, 2020 at 3:30 -4:00 p.m. in the Town Board Room. Present were Les Hoffman, Council President, Randy Cokl, Councilman, Brock Waterson Councilman, Kent Slater, Ron Anderson, Alex Sturgess, Mikel Vandevender, Jason Keim, Pam Waller, Pam Hoffman, Clerk-Treasurer and Annmarie Fethers.

Kent Slater reported Artistic Design is installing several lighted decorations throughout the town park, near the digital sign, across State Street and in the Pocket Park at no cost to the town. They will pick them up and store them the second week of January. The sewage plant is wrapping up the construction at the plant.

Ron Anderson reported the water tower disconnect cost \$12,000.00. There will be paperwork to sign and then the Town will control the tower's destiny. He contacted Triad regarding the remaining water project money, with \$617,000.00 left, approximately \$21,000 for their engineering services, leaving \$589,000 left. Plans will be drawn up for Sec A – Calhoun to Hillcrest, Section F Randolph to Mulberry, Calhoun to Jefferson, Section G Wayne to Main, Section J Alley along elementary, Poplar to Mulberry. State Road 14 Project may need to locate, may have to pay 10% of project, INDOT pay 90%. Tim Smith wants to be removed from the sidewalk 50/50 project.

Jason reported same amount of leaves collected this year as last year. He presented a quote for salt building from Noah Hilty. Salt machine should be ready to go for treating the wintery streets

.Alex Sturgess was asked by Council President to head up Parks and Mowing by taking on a Park Superintendent Role

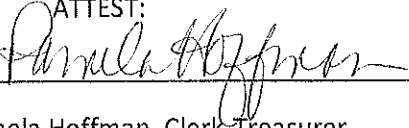
.Pam Waller had no comment, Annmarie Fethers has been updating Town Website, but can't get on Electronic sign to add information.

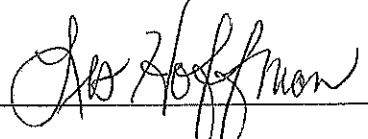
Deputy Marshal Chuck Lewallen added that Tim Clark has stepped up covering 1st shift and school.

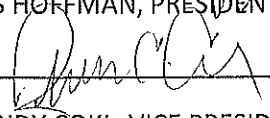
Retha Hicks presented a financial outlook report showing the status of our finances for future projects.

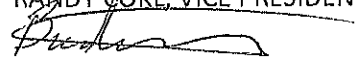
Board members discussed a 2% increase for employees for 2021, 2 bonuses to be given to full time employees, \$150.00 Christmas bonus and \$350.00 CoVID bonus for full time employees.

No further business, Council President, Les Hoffman, adjourned the meeting.

ATTEST:

Pamela Hoffman, Clerk-Treasurer


LES HOFFMAN, PRESIDENT


RANDY COKL, VICE PRESIDENT


BROCK WATERSON, COUNCILMAN

SOUTH WHITLEY TOWN COUNCIL REGULAR SESSION MEETING MINUTES
TOWN HALL BOARD ROOM
118 E FRONT STREET
SOUTH WHITLEY, IN 46787

DECEMBER 8, 2020
4:30 PM

The South Whitley Town Council met in regular session on Tuesday, December 8, 2020 in the Town Hall Board Room at 4:30 p.m. Those present were Council President, Les Hoffman, Councilman Randy Cokl, Councilman Brock Waterson, Attorney Gregg Hockemeyer, Deputy Marshal Chuck Lewallen, and Utilities Supervisor Kent Slater.

The meeting was called to order at 4:30 p.m., followed by the Pledge of Allegiance.

NEW BUSINESS APPROVAL for CAREY BOWERS Sewage adjustment of \$633.91. Motion made by Councilman Waterson, seconded by Councilman Cokl, carried by vote of 3-0.

APPROVAL for JOE SNYDER Sewage Adjustment of \$124.06. Motion made by Councilman Waterson, seconded by Councilman Cokl, carried by vote of 3-0.
Concern voiced at 304 Water St, digging trenches, mostly filled in, progress made per Kent Slater.

DONOHUE – PROJ No#13562, INV#18 ASSET MGMT PLAN \$1,210.00, Motion made by Councilman Cokl, seconded by Councilman Waterson, carried by vote of 3-0.

PROJ No#13218, INV#42, LTCP PHASE A IMPLEMENT, \$5,702.46, Motion made by Councilman Cokl, seconded by Councilman Waterson, carried by vote of 3-0.
ASSET MGMT PROGRAM CERTIFICATION FORM, Councilman Hoffman signed.

OTTENWELLER PAY APP #24, \$48,195.84, Motion made by Councilman Waterson, seconded by Councilman Cokl, carried by vote of 3-0.

DLZ CCMG PAY REQ #6, SCS 10/17/20 thru 11/1/2020 \$828.00, Motion made by Councilman Waterson, seconded by Councilman Cokl, carried by vote of 3-0.

PAY APP 1 E & B PAVING \$322,118.04, no approval needed, previously passed.
PAY APP 2 E & B PAVING \$14,415.77, Motion made by Councilman Waterson, seconded by Councilman Cokl, carried by vote of 3-0.

DLZ 2021 CONTRACT – Return to December 22, 2020 council meeting per Attorney Hockemeyer, strike mandatory arbitration clause from contract.

KROHN & ASSOC – ASSET MGMT PLAN WW thru 10/31/2020 \$1,765.25, Motion made by Councilman Waterson, seconded by Councilman Cokl, carried by vote of 3-0.

IT CONTRACT – MARK HARVEY - \$380.00/month, slight increase. Motion made by Councilman Cokl, seconded by Councilman Waterson, carried by vote of 3-0.

REGION 3A BOARD OF DIRECTORS APPOINTMENT – Councilman Waterson made motion to keep Council President Les Hoffman on the Region 3 A Board, seconded by Councilman Cokl, carried by vote of 2-0.

OLD BUSINESS 206 and 208 S STATE ST PROPERTY STATUS – Ryan Null is applying for an EDC loan, work with another attorney for a Hold Harmless Agreement. Council President Les Hoffman asked

Attorney Hockemeyer if one or the other bidders would be interested in buying both buildings to hurry the sale along.

PUBLIC INPUT – John Phillips attended, asking why meeting minutes haven't been updated since March. Councilman Cokl had sent Jason Cline several months of meeting minutes and they have not been added to the Town Website. Clerk-Treasurer will contact Jason Cline about getting this caught up. We pay him \$100.00 per month to keep this updated if asked and also is our contact for email problems. John also said Social Media needs to be utilized as much as possible, suggesting Twitter, not Facebook especially.

PARK BOARD - No one attended
DEPARTMENT HEADS:

TOWN MARSHAL – MIKEL VANDENDER – Chuck Lewallen Deputy Marshal filling in for Marshal Vandevender. Asking for approval to hire Tim Johnson a reserve office for Whitley Co for 20 years, good hire recommendation per Councilman Cokl. Asking starting wage of \$21.50, after 6 month .50 per hr increase. After attending academy wage increase to \$22.67. His start date 1st or 2nd week of January, 2021. Motion made by Councilman Waterson, seconded by Councilman Cokl, carried by vote of 3-0. Deputy Lewallen also asked about COVID paid leave, if additional 7 days were possible on top of 14 days. It was decided with a doctor's note to approve additional time as needed. Brock made motion to approve, motion died with no second.

UTILITIES SUPERVISOR – KENT SLATER – Artistic Holiday Designs has begun putting up lighted decorations around the town park, across State St, at the Digital Sign and in Pocket Park. The Wastewater plant is almost finished and operating properly.

TOWN ATTORNEY – GREGG HOCKEMEYER – nothing to report

CLERK TREASURER – PAMELA HOFFMAN – Waste Management acquired Advanced Disposal 10-30-2020, but no changes to contract expected. Clerk-Treasurer Hoffman asked if bonuses for full time town employees would be possible. Motion was made for full time employees to receive Christmas bonus of \$150.00 by Councilman Cokl, seconded by Councilman Waterson, carried by vote of 3-0. Motion for a COVID bonus for full time employees of \$350.00 made by Councilman Cokl, seconded by Councilman Waterson, carried by vote of 3-0. Council also discussed a 2% salary increase for employees, with ordinance approved at next council meeting.

APPROVAL FOR NOVEMBER 10, 2020 WORKSESSION MEETING MINUTES were presented to council, approved and signed. Motion to approve made by Councilman Waterson, seconded by Councilman Cokl, carried by vote of 3-0.

APPROVAL FOR NOVEMBER 10, 2020 REGULAR SESSION MEETING MINUTES were presented to council, approved and signed. Motion to approve made by Councilman Waterson, seconded by Councilman Cokl, carried by vote 3-0.

APPROVAL for PREPAID APV'S 12-1-2020 \$5,638.16 were presented to council, and approved. Motion to approve made by Councilman Waterson, seconded by Councilman Cokl, carried by vote 3-0.

APPROVAL for APV'S 12-1-2020 TOTALING \$5,759.63 were presented to council, approved and signed. Motion to approve made by Councilman Waterson, seconded by Councilman Cokl, carried by vote of 3-0.

APPROVAL for PREPAID APV'S 12-08-2020 \$12,992.60 were presented to council, and approved. Motion to approve made by Councilman Waterson, seconded by Councilman Cokl, carried by vote 3-0.

APPROVAL for APV'S 12-8-2020 \$14,771.91 were presented to council, and approved. Motion to approve made by Councilman Waterson, seconded by Councilman Cokl, carried by vote 3-0.

APPROVAL for PAYROLL WEEK ENDING NOVEMBER 9th, 2020, TOTALING \$8,873.08 were presented to council, approved and signed. Motion to approve made by Councilman Cokl, seconded by Councilman Waterson, carried by vote of 3-0.

APPROVAL for PAYROLL WEEK ENDING NOVEMBER 16th, 2020, TOTALING \$9,787.36 were presented to council, approved and signed. Motion to approve made by Councilman Cokl, seconded by Councilman Waterson, carried by vote of 3-0.

APPROVAL for PAYROLL WEEK ENDING NOVEMBER 23rd, 2020, TOTALING \$8,168.43 were presented to council, approved and signed. Motion to approve made by Councilman Cokl, seconded by Councilman Waterson, carried by vote of 3-0.

APPROVAL for PAYROLL WEEK ENDING NOVEMBER 30th, 2020, TOTALING \$8,452.83 were presented to council, approved and signed. Motion to approve made by Councilman Cokl, seconded by Councilman Waterson, carried by vote of 3-0.

MOTION TO ADJOURN MEETING at 5:32 p.m., motion to adjourn made by Councilman Cokl, seconded by Councilman Waterson, carried by a vote of 3-0.

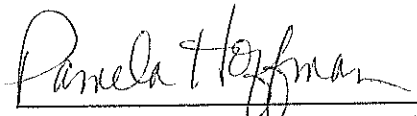


PRESIDENT, LES HOFFMAN

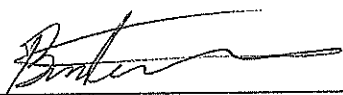
ATTEST:



VICE PRESIDENT, RANDY COKL



CLERK TREASURER PAMELA HOFFMAN



COUNCILMAN, BROCK WATERSON

SOUTH WHITLEY TOWN COUNCIL REGULAR SESSION MEETING MINUTES
TOWN HALL BOARD ROOM
118 E FRONT STREET
SOUTH WHITLEY, IN 46787

DECEMBER 22, 2020
6:30 PM

The South Whitley Town Council met in regular session on Tuesday, December 22, 2020 in the Town Hall Board Room at 6:30 p.m. Those present were President Les Hoffman, Vice President Randy Cokl, Councilman Brock Waterson, Attorney Gregg Hockemeyer, Town Marshal Mikel Vandevender, Utilities Supervisor Kent Slater and Clerk-Treasurer Pamela Hoffman.

The meeting was called to order at 6:30 p.m., followed by the Pledge of Allegiance.

NEW BUSINESS – DONOHUE – APPROVAL FOR COMPLIANCE PLAN PHASE A ADDT'L TASKS Motion to approve made by Councilman Waterson, seconded by Councilman Cokl, carried by a vote of 3-0.

APPROVAL FOR PROJ #13562 – INV#19 \$839.92 Motion made to approve by Councilman Cokl, seconded by Councilman Waterson, carried by vote of 3-0.

APPROVAL GENERAL CONSULTING SVC AGREEMENT – Motion made by Councilman Cokl to approve, seconded by Councilman Waterson, carried by vote of 3-0.

DLZ – APPROVAL FOR WORK ORDER PROPOSAL (SERVICE AGREEMENT) – Motion to approve made by Councilman Cokl, seconded by Councilman Waterson, carried by vote of 3-0.

APPROVAL PAY APP \$17,710.81 to E & B PAVING – Motion made to approve by Councilman Waterson, seconded by Councilman Cokl, carried by vote of 3-0.

APPROVAL CHANGE ORDER NO.1 and FINAL – Motion made to approve by Councilman Cokl, seconded by Councilman Waterson, carried by vote of 3-0.

APPROVAL CCMG WORK COMPLETION #2001454, WORK COMPLETION #20014710 – Motion made to approve by Councilman Cokl, seconded by Councilman Waterson, carried by vote of 3-0.

OLD BUSINESS – 206 and 208 S STATE ST PROPERTY STATUS – Attorney Hockemeyer sent letter to both parties, no response yet, strong possibility that Lunar Infusions may defer to BMJ Entertainment, Mike Privett, CFO. Attorney Hockemeyer will reach out to Mr. Privett to set up and meet with council regarding purchasing both buildings. He said open door law would be waived and executive session may take place to discuss with council and Mr. Privett.

PUBLIC INPUT - None

PARK BOARD – no one attending
DEPARTMENT HEADS:

TOWN MARSHAL – MIKEL VANDENDER – Tim Johnson will be starting as Deputy Marshal on 1-5-2021 and will be sworn in at the next council meeting, January 12, 2021. Last Friday, December 18th and Saturday December 19th, a revised Shop With Cop was organized by Elizabeth Johnson and Tim Clark with 4 kids receiving a great Christmas. A special meeting/public hearing will be set for Monday, January 18, 2021 at 4:00 p.m. for the USDA Rural Development Grant for Police Car, as agreed by

Council. Marshal Vandevender asked if Easter Sunday could be added as holiday pay for the working police officers. Motion made to approve by Councilman Vandevender, seconded by Councilman Cokl, carried by vote of 3-0.

UTILITIES SUPERVISOR – KENT SLATER – nothing to add in addition to new business.

TOWN ATTORNEY – GREGG HOCKEMEYER – nothing to add, in addition to old business.

CLERK TREASURER – PAMELA HOFFMAN – APPROVAL OF RESOLUTION END OF YEAR APPROPRIATION TRANSFERS – Motion made to approve by Councilman Cokl, seconded by Councilman Waterson, carried by vote of 3-0.

APPROVAL of SALARY ORDINANCE 2021 – Motion made to approve by Councilman Waterson, seconded by Councilman Cokl, carried by vote of 3-0.

RESOLUTION 12-22-2020-01 AUTHORIZATION TO PAY END OF YEAR 2020 BONUSES FOR FULL-TIME EMPLOYEES, \$150.00 (EOY), \$350.00 (COVID) – Motion to approve made by Councilman Waterson, seconded by Councilman Cokl, carried by vote of 3-0.

RESOLUTION 12-22-2020-02 AUTHORIZATION TO PAY for HOLIDAY DINNER – Motion made to approve by Councilman Cokl, seconded by Councilman Waterson, carried by vote of 3-0.

APPROVAL FOR DECEMBER 8th, 2020 WORKSESSION MEETING MINUTES were presented to council, approved and signed. Motion to approve made by Councilman Waterson, seconded by Councilman Cokl, carried by vote of 3-0.

APPROVAL FOR DECEMBER 8th, 2020 REGULAR SESSION MEETING MINUTES were presented to council, approved and signed. Motion to approve made by Councilman Waterson, seconded by Councilman Cokl, carried by vote 3-0.

APPROVAL for PREPAID APV'S TOTALING \$155,884.09 were presented to council, approved and signed. Motion to approve made by Councilman Waterson, seconded by Councilman Cokl, carried by vote 3-0.

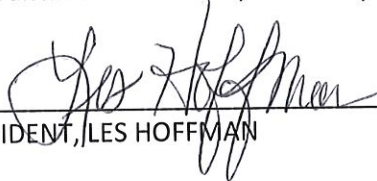
APPROVAL for APV'S TOTALING \$22,412.32 were presented to council, approved and signed. Motion to approve made by Councilman Waterson, seconded by Councilman Cokl, carried by vote of 3-0.

APPROVAL for PAYROLL WEEK ENDING DECEMBER 7th, 2020, TOTALING \$ 8,409.91 were presented to council, approved and signed. Motion to approve made by Councilman Waterson, seconded by Councilman Cokl, carried by vote of 3-0.

APPROVAL for PAYROLL WEEK ENDING DECEMBER 14th, 2020, TOTALING \$9,732.82 were presented to council, approved and signed. Motion to approve made by Councilman Waterson, seconded by Councilman Cokl, carried by vote of 3-0.

APPROVAL for PAYROLL WEEK ENDING DECEMBER 21st, 2020, TOTALING \$11,868.38 were presented to council, approved and signed. Motion to approve made by Councilman Cokl, seconded by Councilman Waterson, carried by vote of 3-0.

MOTION TO ADJOURN MEETING at 7:05 p.m., motion to adjourn made by Councilman Cokl, seconded by Councilman Waterson, carried by a vote of 3-0.



PRESIDENT, LES HOFFMAN

ATTEST:



VICE PRESIDENT, RANDY COKL



CLERK TREASURER, PAMELA HOFFMAN



COUNCILMAN, BROCK WATERSON