



INCORPORATED TOWN OF
NORTH JUDSON
INDIANA 46366

Inc. Town of North Judson's Town Council
Regular Meeting Minutes

April 16, 2018 – 6:30 p.m.

The North Judson Town Council met in Regular Session at the North Judson Town Hall, 310 Lane Street., North Judson, IN on the above date and time with the following present: Council President Hoppe, Vice-President Rowe and Council Members Brown, Felchuk and Young were able to attend. Town Superintendent Horstmann, Town Marshal Fisher, Clerk-Treasurer Rowe and Town Attorney Schramm were able to attend.

The Pledge of Allegiance was recited.

Council President Hoppe asked for approval of the agenda. Council Vice-President Rowe moved to approve the agenda. Council Member Brown seconded the motion, and all council members present concurred.

Council President Hoppe asked for approval of the minutes from the Regular Meeting on 4/2/2018. Council Vice-President Rowe moved to approve the agenda. Council Member Brown seconded the motion, and all council members present concurred.

Council President Hoppe asked for approval of the memorandum from the Executive Session on 4/2/2018. Council Vice-President Rowe moved to approve the agenda. Council Member Brown seconded the motion, and all council members present concurred.

Public Presentation:

Brandon Collins – First National Bank of Monterey

First National Bank of Monterey branch manager of the North Judson branch, Brandon Collins, addressed the Council regarding the interest rate on the Town's General Account. The Town's rate over the last several years had been .45% and, after meeting with other local banking entities, Clerk-Treasurer Rowe found that higher, more competitive rates were available which would broadly increase the Town's interest earnings on the account. The Council had given Monterey Bank a timeframe in which to report back on any increased rates they would be able to offer the Town before making a decision to move the account. After reaching out to several Council Members, Collins spoke of a meeting held by the leadership at Monterey Bank which ultimately led to their raising of the Town's rate to 1.4% to stay competitive with what was being offered by their competitors. Collins expressed their concern with keeping the Town's business and also showed figures related to what the Town stands to earn with the newly increased rate. Council Members noted that they will take this under advisement before making any decisions in the future.

Old Business:

2018 Cemetery Mowing Service Contract Signature – T.J.'s Lawn Care

Clerk-Treasurer Rowe alerted the Council to the minor changes to the contract compared to 2017 which included changing the number of mowings from ten to eight, which was what the original bid from T.J.'s Lawn Care was for, with the possibility of any additional mowings being deemed necessary by the Clerk-Treasurer or Town Council. The contract was signed by all Council Members present.

New Business:

H.J. Umbaugh – Sewer & Water Utility Projects Advisory & Accounting Services Agreement

Council President Hoppe's signature was required on the agreement to utilize H.J. Umbaugh's accounting advisory services in regards to both the Town's sewer and water projects being undertaken over the next several years.

Tim Cummins – Vacate Alley

On December 2, 1986, the North Judson Planning Commission met in regards to a request by Richard & Sheila Akers to vacate the alley between Wilson St. & Luken St. A public meeting was held at the time where Board Members, excluding Max Pugh, were present and the request was read, discussed and opened for comments. No objections or concerns were presented by the public or adjoining property owners, and the request was further discussed and ultimately voted on unanimously by the Board. At a subsequent meeting on January 17, 1987, the Town accepted that decision. After visiting the County Courthouse, Cummins was made aware that they have no record of that decision to vacate that particular alley being made by Town officials at that time. The Clerk-Treasurer at the time did not transmit the proper documentation, that being a Vacation of Alley Made of Record. Cummins noted that the easiest way to enact the decision now is to establish an ordinance or resolution, based on this documentation and what is contained in the minutes from the meetings held in 1986-1987, which can then be sent to the County Recorder's office to be made official. Cummins, who is looking to have this land surveyed, asked the Council to pass an ordinance or resolution to do what was supposed to have been done then. Town Attorney Schramm noted that letters would've been sent out to land owners, which Cummins mentioned was completed at the time, so he will need to go back through the records and minutes to make sure everything was done properly.

Council Member Felchuk moved to allow Town Attorney Schramm to look into the records and minutes of the meetings in which the decision to vacate that alley was made, and if done properly draft the necessary ordinance in order to vacate the alley in question. Council Member Brown seconded the motion and all members present concurred.

Recognition of Guests

Marsha Horstmann, Alan Chesak, Jacque Ryan– nothing to present before the Town Council.

Jacob Dessauer approached the Council in regards to any available space the Town might have or know of that could possibly be used for a movie he'll be filming in the near future. Council Members issued several thoughts and Clerk-Treasurer offered to obtain Dessauer's requirements for the space and contact information in seeking to assist in the securing of a location that could be used around Town.

Donna Henry reported that the Mint Festival has been approved to use the Knox Middle School for this year's Mint Festival Pageants.

Jennifer Vanek requested that this year's Town-Wide Yard Sale occur on the weekend of August 4th, and for the fee to be \$5.00. Vanek also approached the Council about a customer whose normal water/sewer usage each month is the minimum but recently had a bad leak. The Town has put in a new line but the customer was still charged for the water and sewer utilities which ultimately ran into the ground. Vanek asked for a credit of \$103.40. The bill has already been paid so this would result in a credit on the account.

Council Member Felchuk moved to host the Town-Wide Yard Sale on August 4, 2018 and to set the fee at \$5.00. Council Member Brown seconded the motion and all members present concurred.

Council Member Felchuk moved to apply a credit of \$103.40 to the customer in question's account per Vanek's recommendation and insight into the Town utilities paid for but, because of the leak, not used. Council Member Brown seconded the motion and all members present concurred.

Betty Chesak asked the Council about the work upcoming on the Town's water tower. Council Members provided details about the project and Chesak noted that the current state of the tower is bad public relations.

Teena Hittle inquired as to whether or not there will be brush schedule pick-up this spring. Town Superintendent Horstmann noted that his crew will begin picking up brush on April 26th.

Peggy Bohac presented Town Marshal Fisher with photographs recently taken.

Department Reports:

School Board – Town Representative Akers: Not Present

Building Inspector – Building Inspector Abrams:

Abrams noted that four permits had been written over the last month. He also recommends the Town to start issuing permits for the inspection of gas lines. When a house or building has been vacated and lines have been shut off NIPSCO wants inspections done before they turn the gas lines back on. Since he is required to go to the location and perform an inspection on behalf of the Town, Abrams recommends that the Town charge for our services in regards to our inspecting the gas lines before they can be operational. Abrams is also required to fax a sheet to NIPSCO once an inspection is complete. Abrams noted that Starke County charges \$50.00 for the same service. Council Member Brown asked whether or not it was NIPSCO paying the Town to which Abrams noted that no, the homeowner is the one obtaining the permit and requesting the inspection. Town Attorney Schramm recommended amending the fee schedule in the Town's rate ordinance.

Council Member Felchuk moved to amend the Town's fee schedule by adding a permit requirement and gas inspection fee of \$50.00 for the Building Inspector to inspect the gas line of a home or building prior to being made operational. Council Member Brown seconded the motion and all members present concurred.

Code Enforcement Officer - Joe Leszek:

Leszek advised the Council that with the transitioning of the weather they've noticed an uptick in calls and reports of violations around Town. Leszek mentioned that he's been going through the Town's ordinances to evaluate and identify any possible changes we could be making to benefit the Town. Council Vice-President Rowe asked Leszek if he's written any pet tag or dog running at-large tickets or if

that's mainly undertaken by the Town's police. Leszek noted that he's written several pet and animal-related violations. Leszek highlighted an area of concern with people who have been issued a ticket, paid or not, and the issue is still not addressed. Council Vice-President Rowe noted that it seems to be the same pet owner violating the same ordinance over and over again.

Clerk-Treasurer Rowe notified the Council that he will be looking into updating the Town's Code Book, which hasn't been updated since 2007.

Unsafe Building Hearing Authority – Not Present

Board of Zoning Appeals – Not Present

Planning Commission – Not Present

Railroad Advisory Committee – Council President Hoppe:

Hoppe updated the Council about the most recent meeting which touched on some concerns about a structure on the Town's railroad between the Town and LaCrosse. Also, the inspection for the Kankakee River Bridge inspection is overdue with the last inspection happening in 2014. If the Town does not keep up with these inspections we could be liable for fines or other liabilities in the future. Hoppe mentioned contacting who inspected the bridge in the past to perform another inspection. Hoosier Valley Railroad Museum offered to split any cost that the Town may incur for these inspections.

Council Vice-President Rowe made a motion to allow Council President Hoppe to move forward with pursuing the necessary inspections of structures along the Town's railroad between the Town and LaCrosse. Council Member Felchuk seconded the motion and all members present concurred.

Park Board – Nick Radtke: Not Present

Police Dept- Town Marshal Fisher:

Fisher let the Council know about the progress of the remodel of the station and how they're working to finish that project. Fisher detailed a press release that the department released about the K-9 program and the positive impact that Jimmy has had on their efforts to police the Town. Officer Simpson and Jimmy have been able to remove multiple illegal substances from the streets in their first week on duty. They've provided multiple demonstrations in the community. Fisher acknowledged the community's support and donations as a vital part of the successes.

Fisher informed the Council of her request, through Purchase Order 1445, to purchase a 'bite suit' for training purposes from Elite K-9 for \$1269.90 using funds from the K-9 Fund. Fisher also presented P.O. 1444 to Kelly Fisher in the amount of \$1267.30 to reimburse for various expenses related to the station remodel and ongoing K-9 fundraising efforts.

Council Vice-President Rowe made a motion to approve P.O. 1445 to Elite K-9 for \$1269.90 to purchase a bite suit using funds from the K-9 Fund, and P.O. 1444 to Kelly Fisher in the amount of \$1267.30 to reimburse for various expenses. Council Member Felchuk seconded the motion and all members present concurred.

Council Vice-President Rowe detailed his ride with the department's newest deputy, James Dulin. Rowe was impressed with Dulin who, for his age, is coming into his own and will be an asset for the Town. Rowe also rode with Kelly and expressed his shock at the improvements at the station compared to what it looked like before they started. While riding with Fisher, Rowe got the chance to speak with her about the direction the department and the Town is headed, and expressed his positivity about all being on the same page.

Fire Dept – Chief Leszek – Not Present

Leszek updated the Council about the Fire Departments maintenance schedule and how they're up to date with every truck. Leszek also mentioned two no-match grants which they're working towards obtaining. The department's recent involvement with the school's Fun Fair was extremely successful and eight fireman hosted a booth which had a constant line wrapped around the gymnasium throughout the entire event. Leszek also presented P.O. 1439 to Bartronics for \$655.10.

Council Member Brown made a motion to pay P.O. 1439 to Bartronics for \$655.10. Council Member Young seconded the motion and all members present concurred.

Utilities – Town Superintendent Horstmann: 16 April 2018 Utility Dept. Report

1. We worked about four days total on a water leak at the Water Dept. The leak was up under the aerator but we could not locate where it was tapped into the main. We ended up calling G.E. Marshall from Valparaiso to assist on fixing it. We isolated a dead ended section of 8 inch that had a tap going to the Police station. It also had a couple of more taps one being a 2 inch and a ¾ inch that went to the old fire station that we never found where they were tapped in. We had to freeze them to cap the lines when the fire station was torn down. I would like to present **P.O. number 1441** To G.E. Marshall for \$11,500.00 for conducting the work to isolate that section of piping. We have spread out dirt to fill in the ruts and spread grass seed so that it should be looking good by mint fest.
2. We made our round through town for the spring leaf pickup. Our last trip through town for leaves will be the 23rd of April. We will start doing brush the last Thursday of April which will be the 26th.
3. Replaced missing street signs on High Street.
4. The mosquito sprayer has been checked out and is ready for particle testing which is required prior to starting the season.
5. We are planning on flushing fire hydrants the nights of May 6th and 7th. It will be done during the hours of 8:00 PM till 4:00 AM.
6. I would like to present **P.O. number 1442 for \$4,720.00** to Utility Supply for manhole risers and casting. We will need these to raise the manholes on the various streets we will be paving this spring.
7. We have completed the water tap for the new house on Weninger Street. We put down dewatering points in order to conduct the sewer tap. The sewer line is down about 7 feet and the water table is around 5 feet.
8. I had to pick up two repair clamps to replace ones we used on the 8-inch main and 2-meter pit w/casting and lids for our water taps we had to do. I would like to present **P.O. number 1443** for \$1,243.10 to Utility Supply.

Council Member Brown made a motion to pay P.O. number 1441 To G.E. Marshall for \$11,500.00 for conducting the work to isolate that section of piping, P.O. number 1442 for \$4,720.00 to Utility Supply for manhole risers and casting, and P.O. number 1443 for \$1,243.10 to Utility Supply. Council Member Felchuk seconded the motion and all members present concurred.

Horstmann also requested that Kim Kapp be given a \$0.50 pay raise following her completion of mosquito chemical spraying certifications.

Council Member Brown made a motion to give Kim Kapp an additional \$0.50 per hour for her recent certification completion. Council Member Young seconded the motion and all members present concurred.

Clerk/Water Department - Clerk-Treasurer Rowe presented the following:

Clerk-Treasurer Rowe detailed his meeting with Tim Rhodes from T.J.'s Lawn Care ahead of the cemetery clean-up and first mowing of the year. Rowe spoke about mentioning to Town Superintendent Horstmann that there were some low hanging trees that could use some trimming for both aesthetic reasons and as a safety precaution for the individuals doing the mowing in the coming weeks and months.

Clerk-Treasurer Rowe presented Purchase Order 1446 to H.J. Umbaugh for \$1065.00 for services up to March 31, 2018, and Purchase Order 1447 to Schramm Law Group for \$1843.75 for legal services between 10/23/2017 and 3/26/2018.

Council Member Brown made a motion to approve Purchase Order 1446 to H.J. Umbaugh for \$1065.00 for services up to March 31, 2018, and Purchase Order 1447 to Schramm Law Group for \$1843.75 for legal services between 10/23/2017 and 3/26/2018. Council Vice-President Rowe seconded the motion and all members present concurred.

Council Vice-President Rowe inquired into some of the broader tree issues at Highland and Pioneer Cemeteries. There are dead trees and partially dead trees that we should probably get a sense of how many we need to remove, and get a quote if that's what makes the most sense in regards to it being a hazard and not looking great. Horstmann mentioned that will reach out to Practical Tree Service and C&J Tree Service to get prices on tree and stump removal.

Legal Updates– Town Attorney Schramm:

Town Attorney Schramm requested that the Council host an Executive Session in the next 30 days, and that was scheduled for May 7, 2018 at 6:00pm.

Additional Business Deemed Necessary by Council:

Council Member Young updated the Council on the banners being purchased to decorate the downtown area of the Town. 30 banners can be purchased for \$960.00 from OTES in North Judson. Young also mentioned his conversation with the high school art teacher, Mr. Howard, about some artistic painting to be undertaken around Town.

Council Vice-President Rowe made a motion to allow for the purchase of 30 banners for \$960.00 from OTES. Council Member Felchuk seconded the motion and all members present concurred.

Council President Hoppe requested a motion be made to allow Commonwealth Engineers to proceed with their work in regards to the Town's Wastewater Project following the signature of necessary documents by all state and local associated parties.

Council Member Brown made a motion to allow Commonwealth Engineers to proceed with their work in regards to the Town's Wastewater Project. Council Member Young seconded the motion and all members present concurred.

Council Member Brown brought it to the Council's attention that there have been complaints in regards to the lingering project undertaken by Dennis Dalphond on the north side of Pioneer Cemetery. Community members want to know what's going to happen and we need to reach out to inquire what money has been raised and what his intentions are going forward. Clerk-Treasurer Rowe will reach out and let Dalphond know the Council and the community would like to help complete the project.

Claims for Payment – Clerk-Treasurer Rowe presented the Claims for Payment packet for APV's totaling \$82,466.30. Council Member Brown made a motion to approve APV's date range 4/3/2018 – 4/16/2018. Council Vice-President Rowe seconded the motion, and all council members present concurred.

Council Member Jane Ellen Felchuk moved for adjournment, Council Vice-President John Rowe seconded the motion and all council members present concurred.

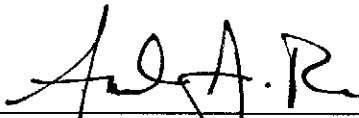
Meeting adjourned at 7:38 P.M.

Next regular scheduled meeting – Monday, May 7, 2018 at 6:30 PM.

Attest:



Wendy J. Hoppe, Council President



Andrew Rowe, Clerk-Treasurer