



INCORPORATED TOWN OF
NORTH JUDSON
INDIANA 46366

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

May 7, 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 Member Brown moved to approve the agenda. Council Member Young seconded the motion, and all council members present concurred.

Council President Hoppe asked for approval of the minutes from the Regular Meeting on 4/16/2018. Council Vice-President Rowe moved to approve the agenda. Council Member Brown seconded the motion, and all council members present concurred.

Public Presentation:

Larry Wickert – Starke County Economic Development Foundation Monthly Update

Wickert addressed the Council in relation to potentially partnering with other nearby communities to pursue the State of Indiana's Stellar Communities. It would be a regional community effort that if attained would require the Town to outline various projects or efforts which would seek to make the region applying for the award and grant a better, more enjoyable place to live. The program transitioned this year from a singular community being awarded to a regional collection of neighboring communities coming together to apply in a collective manner. Clerk-Treasurer Rowe mentioned that Christin Romine from 1st Source Insurance, also a board member with SCEDF, had reached out recently as she will be taking a look at the details and factors involved in applying and what getting the process started will entail. Romine will be reaching back out once she's gotten information and confirmation from other communities interested in joining the Town in the pursuit of the grants awarded.

Stephen & Kathleen Lucas – Prairie Trails Club Signage

The Lucas', who work to promote and maintain the various stretches of trails in the Town, presented Council Members with a packet detailing the U.S. Hwy. 35 Bike Trail which spans the country from Canada and eventually to the Gulf of Mexico when finished. The Town is also a part of the American Discovery Trail which runs from Delaware to California. With the information available to travelers that includes an

extensive list of amenities the Town has to offer, the idea is to bring business by directing patrons to the Town who are utilizing the trails we have to offer. The Lucas' approached the Council in regards to questions they've received from travelers related to the direction, specific roads, and the overall route of the trails locally. The Prairie Trails Club received a grant from the Hardesty Foundation to purchase trail signage which include directional references to be placed throughout Town. Having two major national east/west and north/south trails is a tremendous asset and providing signage would help direct travelers on the correct route, which was adjusted to bring people closer to downtown area in the hopes that they would visit businesses or other amenities we have to offer. In seeking to work with the Town officials throughout the project, the Lucas' requested the approval to display signage, which the Club has already acquired through grant funds at no cost to the Town, at every junction in Town outlined on the map provided to Council Members. The Club has until around February of 2019 to utilize the grant.

Council Member Felchuk made a motion to approve of the Prairie Trails Club's request to mount and display signage directing travelers through Town along the U.S. 35 Bike Trail. Council Vice-President Rowe seconded the motion and all members present concurred.

New Business:

CommonWealth Engineers – Service Contract Amendment

Robert Bellucci from CommonWealth Engineers was under the impression that the Kankakee & Iroquois Regional Planning Commission (KIRPC) would be attending the meeting and bringing the original copies of the new contract amendment to be signed as per their request to CommonWealth to do so. No representatives from KIRPC were in attendance which resulted in the delaying of the service contract amendment signing until the next regular council meeting on May 7, 2018.

Town of North Judson Resolution No. 2018-03 – Water Bonds Reimbursement Resolution

Town Attorney Justin Schramm detailed the Resolution which provides for the expressed reimbursement for any costs related to the project which will be funded through municipal bonds before the Town receives funding after the completion of the bonding process. The Resolution No. 2018-03 was then read aloud in its entirety.

Council Member Felchuk moved to accept and adopt Town of North Judson Resolution No. 2018-03. Council Member Brown seconded the motion and all members present concurred.

Town of North Judson Resolution No. 2018-04 – Sewer Bonds Reimbursement Resolution

Town Attorney Justin Schramm detailed the Resolution which provides for the expressed reimbursement for any costs related to the project which will be funded through municipal bonds and the Town's long-term debt before the Town receives funding after the completion of the bonding process. The Resolution No. 2018-04 was then read aloud in its entirety.

Council Member Brown moved to accept and adopt Town of North Judson Resolution No. 2018-04. Council Member Young seconded the motion and all members present concurred.

Town of North Judson Ordinance No. 2018-05 – Ordinance Vacating a Public Alley – 1st Reading

After being read in its entirety, Council Member Brown moved to accept the 1st Reading of Town of North Judson Ordinance No. 2018-05 – Ordinance Vacating a Public Alley. Council Vice-President Rowe seconded the motion and all members present concurred.

Recognition of Guests

Marsha Horstmann, Larry Wickert, Jacque Ryan-- nothing to present before the Town Council.

Peggy Bohac – Attended “Movies in the Park” and wanted to convey what a great time she had. One member of the community was surprised that people were able to smoke, and one recommendation would be to provide a restroom for attendees. Park Board Member Nick Radtke informed the Council that there will be a restroom from now on through the end of the season.

Donna Henry reported one area of the Mint Festival not detailed in the permit application and that she’s spoken with Town Superintendent Horstmann to get everything figured out.

Teena Hittle commended the Jay Mints 4-H Club for their clean-up efforts at the parks recently.

Department Reports:

School Board – Town Representative Akers:

Akers noted that at the last School Board Meeting the first reading of the Wellness Plan, Technology Plan and the Strategic and Accountability Plan, as well as the non-certified handbook revisions and certified handbook revisions which will all be acted upon next month. Dr. Zupin noted that the school’s Debt Service Reserve will be at capacity for a few years and the school was advised by Umbaugh to take on some more debt to keep things balanced. Funds will be kept on hand via bonds in case of emergencies or unforeseen expenses. Kindergarten Round-Up included 48 kids. The Starke County Community Foundation presented a \$7000.00 grant for a two-week program, Kindergarten Countdown, to get incoming kids ready for kindergarten. Dr. Zupin updated the status of capital projects. The pool will be available to contractors April 30th; lighting and mechanical was approved and rebates are being sought; tennis courts and roofing are finalizing submittals; plumbing has been installed; 90% of tech cables have been completed. Summer School dates have been released as well.

Building Inspector – Building Inspector Abrams: Not Present

Code Enforcement Officer - Joe Leszek:

Nothing to report but wanted to reinforce having citizens bring complaints to the Town Hall and Billing Clerk, Jennifer Vanek, who will then forward along to him for follow-up.

Unsafe Building Hearing Authority – Not Present

Board of Zoning Appeals – Not Present

Planning Commission – Not Present

Railroad Advisory Committee – Council President Hoppe:

Park Board – Nick Radtke:

Complaints have been received about several trees in the area of Norwayne, First Farmer’s Bank and Pioneer Cemetery. Superintendent Horstmann provided insight into who owns what in that area. Council

Member Brown asked if this was something we could fold into the work we're already having done and Horstmann will be looking into that recommendation.

Police Dept- Town Marshal Fisher:

The remodel of the station is nearly complete. Open house planned in the next few weeks. Fisher let the Park Board know they're welcome to begin holding their meetings at the station. Efforts have been made to contact the ice cream truck to make sure he's properly permitted while operating in Town. The department has received inquiries into the possibility of changing the Town's policy on golf cart permits to include UTV's and other lighter off-road vehicles. Attorney Schramm noted that the Council could simply change the definition of a 'golf cart' in the ordinance to allow those vehicles. Council President Hoppe asked if there would be any problems. Fisher doesn't think so as the county enacted something similar. Council Vice-President Rowe noted that the county just enacted that change in January and would recommend waiting to see the potential negative impact after the busier summer season. There are restrictions as far as wheel-base, licensed driver, and speed. The worry is the potential speed and the dangers that might present having them on the road. Fisher noted they're equipped with speedometers. Council Member Felchuk and Brown advised to see any negative impacts with the county before allowing them in Town.

Fisher presented receipts related to purchases made by her recently for materials related to the remodel of the police station, and asked the Council that she be reimbursed for those expenditures.

Council Member Felchuk moved to reimburse Town Marshal Fisher for the expenses she covered for materials related to the remodel of the police station. Council Member Brown seconded the motion and all members present concurred.

Fire Dept – Chief Leszek –

Leszek informed the Council that the department is getting into service contract season and retesting and certifications will be coming up. Lime stone from the old station was salvaged and a memorial is currently being erected from material. During the election on May 8, 2018 trucks will be parked outside so Leszek asked Marshal Fisher to please keep an eye out. Leszek updated the Council on grants they're working to obtain. The SCCF awarded them \$5673.75. Leszek will be finding out in the next few weeks if they receive a grant from Starke United for the sum of \$3500.00. Plans are to purchase new boots and gloves for the extrication suits obtained last year through similar grants.

Council Vice-President Rowe inquired whether or not the department has ever thought of putting up a sign similar to the nice new sign Knox has installed. Leszek has looked into that recently and it's definitely something they're hoping to possibly implement in 2019.

Utilities – Town Superintendent Horstmann: 7 May 2018 Utility Dept. Report

1. Completed the sewer tap for 314 Weninger.
2. Trimmed and chipped the low hanging branches at Highland and Pioneer cemetery. I marked about 8 trees at Highland Cemetery and also the big oak across from the Methodist Church. I have called three different tree services to get quotes for cutting down, hauling away and chipping the stumps. I have also requested separate quotes for grinding the rest of the stumps at Highland Cemetery.
3. Mixed up the last batch of salt and sand for this season.

4. Replaced various missing street signs around town. I would like to present **P.O. number 1450** to Hall Signs for \$591.23 for additional signs that are missing.
5. Have been making passes during the day on highway 10 and 39 with the street sweeper picking up all the sand from the winter. We also started our weekly street sweeping of the curbed streets in town last week.
6. Conducted our last leaf pick up for the spring. Made a pass-through town to get brush using both the chipper and the backhoe with the dump truck to get the piles of brush that were too big to chip.
7. We have been having issues with the touch read wand for meter reading. I would like to present **P.O. number 1449** to Utility supply for \$1,500.00 to order a new wand. The ones we are using are original from when we started with the touch read meters at least ten years ago.
8. I would like to present **P.O. number 1448** to Republic Services for \$2,959.32 for picking up, dumping and returning the two sludge dumpsters at the WWTP.
9. We have completed 50 locates that were called into 811 for various reasons during this time period.
10. The water has been turned on at the cemetery. The timer is set to turn on at 8:00 AM and off at 8:00 PM.
11. We were informed of a sink hole at the Railroad Museum. There is about 150 feet of 10-inch sewer main that needs to be replaced.
12. Dug out the old manhole in the industrial park and installed the new one.
13. We have found out that when we isolated the 8-inch main at the water dept it disconnected the water to the stage at Norwayne field. We are going to tap the 10-inch main that runs through the cemetery and into the line for the stage, and the round house. We have cut and capped the line that went over toward the water dept.
14. I have pulled out all of the banner brackets for the light poles on Lane Street from the police station basement. There are 34 brackets that were made at Teft. There are 27 fiberglass rods that go to those brackets. There are 14 brackets that have rods coming out both ways. I have brought a set of each style of brackets for the board to see. The fiberglass rods are longer than the banners. So you could order wider banners or we could cut down the rods. There are 16 light poles down Lane Street.
15. Changed brakes and rotors on the 2015 Squad car and the K-9 car also serviced the K-9 car.
16. The CPU that controls the raw pumps at the WWTP malfunctioned Wednesday night causing us to bypass. I have been in communication with our rep from BL Anderson and he has diagnosed it that the CPU needs to be replaced. They are not making those units anymore and there is not any way to repair it. He is going to get us a quote for replacing it.

Council Member Brown asked who “owns” the sink hole detailed in Superintendent Horstmann’s report. Horstmann let Brown know it’s the Towns. Brown also asked about where we’re at in the process as far as putting in newer, updated water meters. Horstmann informed the Council we have 25 - 5/8” and 3/4” meters to be installed after which time there will be roughly two thirds of the Town which will still need to be updated.

Council Member Felchuk made a motion to pay:
P.O. number 1448 to Republic Services for \$2,959.32
P.O. number 1449 to Utility supply for \$1,500.00

P.O. number 1450 to Hall Signs for \$591.23

Council Vice-President Rowe seconded the motion and all members present concurred.

Council Vice-President Rowe outlined the costs of the tree and stump removal from the quotes received and it was the consensus of the Council that Practical Tree Service provided the best value for removal of trees and stumps at both cemeteries. Rowe also brought up semis that are getting turned around and stuck back by American Oak so he asked if we could add 'Local' to the 'Truck Route' signs to help limit confusion. Horstmann mentioned that, yes, he could update the signs accordingly.

Council Vice-President Rowe also inquired as to the process for shutting off someone's water. Horstmann outlined the process and timeframe related to when the Town discontinues services, and the inherent dangers of going up to the door or any interactions with the resident to alert them that their water is being shut off.

Council Member Young spoke about hanging the Town's new banners for the downtown area and recommended shortening and painting the rods that hold the banners up. There are also some complications when it comes to the Christmas lights each winter, and whether the banners will go over the street side or the sidewalk. The Town is able to change the stipulations of the agreement with the Christmas light company so any complications could be avoided or negotiated.

Council Member Young made a motion to hang the new banners with the fiberglass poles the Town already owns after they've been painted a hunter green color similar to the color of our light poles. Council Member Felchuk seconded the motion and all members present concurred.

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

Clerk-Treasurer Rowe detailed the grant provided by the Starke County Community Foundation through the Bruno & Delores Saggetti Fund for the purchase of 30 banners for the downtown area at the cost of \$960.00. Rowe presented P.O. 1452 to O.T.E.S. for \$960 in order to spend the deposited grant funds received on 5/4/2018. Also presented was P.O. 1451 to the Starke County Economic Development Foundation for \$11,724.50 for 2018 billing for economic development consulting services installment one of two.

Council Member Felchuk made a motion to pay in full P.O. 1451 to the Starke County Economic Development Foundation for \$11,724.50 for 2018 billing for economic development consulting services installment one of two, and P.O. 1452 to O.T.E.S. to disburse the deposited grant funds of \$960 for the purchase of 30 banners. Council Member Young seconded the motion and all members present concurred.

Clerk-Treasurer Rowe informed the Council of the receipt of the billing details related to the recent audit performed by State Board of Accounts of the years 2012-2016, and how the cost will be deducted from our tax disbursement upcoming in June.

Council Vice-President Rowe made a motion to move the Inc. Town of North Judson Combined General Account, including all relevant funds, responsible administrators and signatories associated with the Inc. Town of North Judson Combined General Account, from First National Bank of Monterey to First Farmers Bank & Trust. Council Member Brown seconded the motion and all members present concurred.

Clerk-Treasurer Rowe informed the Council of his conversation with Dennis Dalphond. Council Member Brown noted that his loose, unkempt materials which had caused some complaints have been cleaned up and that he'll get back in touch with Dalphond in a couple months to reassess the situation and go from there. It was a bigger project than anticipated. Council Member Young wondered if we could get a couple quotes to see what it would take to have someone come in and finish the major stone work that is the most complicated and labor intensive part of finishing the project. Council Member Brown concurred that yes that is something into which we should look to potentially finish that part of the project..

Legal Updates– Town Attorney Schramm:
Nothing to present

Additional Business Deemed Necessary by Council:

Council Member Brown spoke about his recent communication with Fingerhut Bakery who would like to attempt angle parking to open a few more spots along the south side of the road in which they reside. The consensus of the Council was to try it for some time to see if it helps alleviate any negatives that the current parking design and orientation causes to the bakery and customers.

Council Member Brown brought up the value of acquiring independent email addresses for Council Members dedicated solely to Council Members to conduct the relevant business of the Town in their representative capacity and transmit and receive correspondence. Clerk-Treasurer Rowe noted that he would look into both the '.gov' addresses and also addresses with private email providers such as gmail.com or yahoo.com.

Claims for Payment– Clerk-Treasurer Rowe presented the Claims for Payment packet for APV's totaling \$192,971.39. Council Member Brown made a motion to approve APV's date range 4/17/2018 – 5/7/2018. 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.

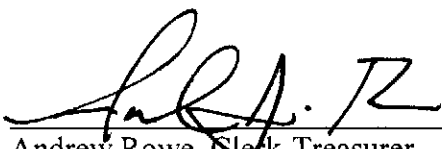
Meeting adjourned at 8:12 P.M.

Next regular scheduled meeting – Monday, May 21, 2018 at 6:30 PM.

Attest:



Wendy J. Hoppe, Council President



Andrew Rowe, Clerk-Treasurer