



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

December 3, 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, Council Vice-President Rowe and Councilmembers Brown, Young and Felchuk were able to attend. Town Superintendent Horstmann, Town Marshal Fisher and Clerk-Treasurer Rowe 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. Councilmember Brown seconded the motion, and all council members present concurred.

Council President Hoppe asked for approval of the minutes from the Regular Meeting on 11/19/2018. Council Vice-President Rowe moved to approve those minutes. Councilmember Young seconded the motion, and all council members present concurred.

Public Presentation:

Larry Wickert – SCEDF Monthly Update

Wickert informed the Council that the organizations particular focus in 2019 will be specifically small businesses, and working to help assist those entities whenever and however they can. Part of that push will be the establishment of a Revolving Loan Fund. Wickert also updated the Council on the current workings of the Stellar Communities Executive Team, upcoming events, and timeline in relation to the individual entities' comprehensive plans and the overall regional plan.

Old Business:

2019 N.J.V.F.D. Fire Service Contracts

Clerk-Treasurer Rowe and Fire Chief Joe Leszek informed the Council that details of the Town's potential contract with Rich Grove Township for 2019 fire services is still being ironed out, and Leszek is working with directly with Trustee Delores Locke to come to agreeable terms before presenting before the Council for acceptance.

2019 Town of North Judson Property & Casualty Insurance – ONI Risk Partners

Alex Dickman & Mike Loveless from ONI Risk Partners presented the Council with their yearly property and casualty insurance premium quote of \$50,623.00 for the Town of North Judson in 2019. Dickman & Loveless spoke about the coverage contained within the quote and proposal, the premium in relation to the Town's most recent (2018) costs, and other aspects of the services they could provide the Town in the event that the Town would choose ONI as their insurance carrier for the year ahead. From municipal safety

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manuals, handbooks and thousands of other document examples being made available, to loss control services, mock audits, and OSHA safety and injury reporting resources, the ONI representatives spoke specifically and broadly about the proposal itself and myriad services potentially available to the Town. Discussions were held and questions put forth by Councilmembers and ONI representatives regarding various aspects of the coverage, including errors & omissions coverage, proposed values placed on town properties, and any outstanding liabilities which may impact the Town in the future. Councilmembers informed Dickman & Loveless that another quote is expected in the coming weeks and the Council will then be weigh the Town's options before selecting a policy.

2019 Town of North Judson Salary Ordinance 2018-18

Clerk-Treasurer Rowe noted that the Council will need to work to complete the updated 2019 Salary Ordinance before the end of the year. No motion was made by any Councilmember in attendance and the Ordinance was tabled until the next meeting.

Town Holiday Party

Clerk-Treasurer Rowe informed the Council about the details of the Holiday Party on December 7th including number of RSVP's, planned entertainment, and catering specifics.

New Business:

Town of North Judson Resolution 2018-07: Resolution Transferring the Remaining Portion of the Town's General Fund from First National Bank of Monterey to First Farmer's Bank & Trust

The reading of Resolution 2018-07 was held by Council President Hoppe.

Councilmember Felchuk made a motion to accept and enact Town of North Judson Resolution 2018-07: Resolution Transferring the Remaining Portion of the Town's General Fund from First National Bank of Monterey to First Farmer's Bank & Trust. Councilmember Brown seconded the motion and all members present concurred.

Recognition of Guests

Marsha Horstmann, Kim Kapp, Teena Hittle – nothing to present before the Town Council.

Jacque Ryan presented the Council with the two scorecard options she's created for the Town's 2018 Holiday Lights Contest. Councilmembers expressed their preference for one of Ryan's submissions and their gratitude for her work on the initiative, as well as the Silhavy's and Peggy Bohac's involvement as well.

Donna Henry – Inquired as to whether or not there were funds in the 2019 Town Budget for Holiday Decorations around Town. Henry noted that previously the Town did not have the lift equipment that it currently has which could come in handy in terms of purchasing our own decorations in order to save funds. Councilmembers discussed with a receptive bend towards purchasing and maintaining our own decorations throughout Town.

Peggy Bohac wished to voice her positive feelings towards the Town's Norwayne Field Christmas Lighting event on November 30th, and her gratitude towards Jacque Ryan for sharing her photo album (social media) on WKVI.

Department Reports:

School Board – Town Representative Akers: Not Present

Building Inspector – Building Inspector Jeff Abrams: Not Present

Council President Hoppe informed her colleagues and constituents about one permit for a carport on Main St. with which Abrams has assisted recently. Councilmember Brown voiced his desire for Abrams to inspect a structure on State St. between Luken & Wilson St.

Code Enforcement Officer - Joe Leszek:

Leszek mentioned the remaining issues with dogs-at-large and working with residents in the vicinity of the most recent complaints to spur results. Council President Hoppe voiced her desire to pursue abandoned vehicles in Town and, relevant to that, one location in which the police should be involved due to it being a matter of their concern.

Unsafe Building Hearing Authority – Not Present

Board of Zoning Appeals – Nothing to Present

Planning Commission – Not Present

Railroad Advisory Committee – Council President Hoppe: Nothing to Present

Park Board – Nick Radtke: Not Present

Police Dept.- Town Marshal Fisher:

Fisher updated the Council on her recent correspondence with Town Attorney Schramm regarding “Reasonable Control” pertaining to the dog problem whereas Town citations going unpaid could ultimately result in suspended drivers licenses if pursued through the Knox/County Court System. Deputy Conklin completed the Firearms Instructor Development courses which allow him to instruct, test and certify the Town’s police. This is one area in which Fisher has worked to make the department self-sufficient. Fisher noted her pursuit of a ‘Round-Up Grant’ in order to obtain funds to update the Town’s shooting range. Recently, the Lutheran School in Town raised money through an initiative, which included two competing administrators raising money where the loser would be duct taped to a wall at the school, to purchase a bullet-proof vest for K-9 Deputy “Jimmy.” Chief Deputy Thomas will be attending an Interview & Interrogation Class. This is another aspect of Fisher working to make each member of the department specialized in one area – Thomas in investigations, Simpson the K-9 Deputy, and Conklin the Firearms Instructor. These qualifications and specializations will allow deputies to perform training in-house and of other departments and officers in the region here in North Judson.

Fisher present PO 1541 to John E. Reid & Associates for \$575.00 for Chief Deputy Thoms to attend their 4-Day Interview & Interrogation Technique Class.

Councilmember Felchuk made a motion to pay PO 1541 to John E. Reid & Associates for \$575.00. Councilmember Brown seconded the motion and all members present concurred.

Fire Dept. – Chief Leszek:

Leszek noted the end of the business year for the department, and that the department has already been busy – 10 runs since the beginning of their year (December 1). Towards the 1st of the year, the department will be doing cross-over training and encouraging continuing certifications, ACADS and other educational initiatives. The department's fleet is operating well. They'll be forming a "Grant Committee" and learning the process of grant writing in order to cover as much ground as possible in obtaining grant dollars. Leszek noted numerous structure fires recently and encouraged everyone to stay safe this time of year.

Utilities – Town Superintendent Horstmann: 3 December 2018 Utility Dept. Report

1. Installed the conduit for the second light in the salt shed.
2. The reduction gear for one of the paddles on the oxidation ditch quit working. I would like to present **P.O 1538** for \$6,727 to Lakeside Equipment for a new reduction gear. We removed the old one and we are ready to install the new one. I do have pictures of the gears inside the old one.
3. We have been continuing to make rounds through town picking up leaves. I am planning on having Friday the 7th of December be our last leaf pickup day.
4. Made our monthly round through town picking up brush. We will pick back up doing brush in the spring.
5. Replaced the rear brakes and rotors on the Police Ford Explorer.
6. Ran conduit and wiring to install an outlet for the monitor and installed the chlorine monitor at the water dept. and the sulfur/chlorine monitor at the WWTP.
7. I would like to present **P.O. number 1539** for \$3,332.35 to Republic services for the hauling and dumping the two sludge dumpsters and the rental of the two dumpsters at the WWTP
8. I would like to present **P.o. number 1540** for \$3,346.59 to Fleis and Vandenbrink for Utility Coordination for the next ADA project.

Councilmember Felchuk made a motion to pay P.O 1538 for \$6,727 to Lakeside Equipment for a new reduction gear; P.O. number 1539 for \$3,332.35 to Republic services; P.O. number 1540 for \$3,346.59 to Fleis and Vandenbrink. Councilmember Brown seconded the motion and all members concurred.

Councilmember Brown requested that Horstmann and his crew backup the last leaf pick-up for the year to around the second week of December considering the early snow and freezing temperatures, and the weather possibly warming up in the run up to that week to make up for inclement weather early in the season.

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

Clerk-Treasurer Rowe noted some scheduling for the Town's employees to meet with John Howard concerning 2019 health insurance coverage. Rowe also mentioned the need for pictures of police and fire for the Town's website. Also mentioned by Clerk-Treasurer Rowe were his efforts to reset the receptacles of several downtown Christmas lights which are not working currently. Town Superintendent Horstmann noted that the problem will be in the receptacles if not the company's holiday lights.

Clerk-Treasurer Rowe present to the Council a mileage claim for his travels to Indianapolis for the pre-closing of the 2018 Series Water Bonds in the amount of \$131.90.

Clerk-Treasurer Rowe introduced Utility Billing Clerk Jennifer Vanek who spoke to the Council about an initiative/ordinance recently enacted by nearby towns which allow utility departments to require that accounts stay in the name of the property owner as opposed to the renter of a property. The benefits of

enacting such an ordinance outweigh the negatives and headaches routinely encountered, for example, by lack of payment by renters once they move out of a property. While there may be some initial pushback, in the long run it would be a benefit to the Town. Vanek noted that Town Attorney Schramm would ideally draft a letter outlining the eventual ordinance, and once a current renter moves out the billing would then stay in the owner's name.

Councilmember Felchuk made a motion pursue such an ordinance requiring property owners keep their utility accounts opened up with the Town of North Judson in their own name and not in the name of a renter of said property. Councilmember Brown seconded the motion and all members present concurred.

Vanek also encouraged the Council to consider "Invoice Cloud" which she's spoken about recently in order to allow customers to pay their utility billing online. The service would also be able to be tied to the Town's website once it's up so customers could go to our website and pay their bill from their phone, tablet or computer.

Councilmember Felchuk made a motion to pursue services offered by Invoice Cloud in order to allow customers to pay their utility billing online. Councilmember Young seconded the motion and all members present concurred.

Legal Updates– Town Attorney Schramm: Not Present

Additional Business Deemed Necessary by Council:

Council President Hoppe requested that Town Attorney Schramm draw up a primary election ordinance for the Town's 2019 elections by the end of the year.

Claims for Payment – Clerk-Treasurer Rowe presented the Claims for Payment packet for APV's totaling \$172,924.56. Council Vice President Rowe made a motion to approve APV's date range 11/20/2018 – 12/03/2018. Councilmember Brown seconded the motion, and all council members present concurred.

Councilmember Jane Ellen Felchuk moved for adjournment, Councilmember John Rowe seconded the motion and all council members present concurred.

Meeting adjourned at 7:38 P.M.

Next regular scheduled meeting – Monday, December 17, 2018 at 6:30 PM.

Attest:



Wendy J. Hoppe, Council President



Andrew Rowe, Clerk-Treasurer