

# MONTHLY MEETING

## April 19, 2017

The Town of Medaryville met in regular session on April 19, 2017 at 6:30 pm with the following members present:

Robert Schultz	Council President
Suzanna Wilcoxon	Council Vice President
Raymond Saltsman Sr.	Council Member
Judy Harwood	Clerk Treasurer
Jackie Hines	Deputy Clerk
Keith Hauptli	Maintenance Supervisor
Amber Lapaich	Town Attorney

### **Minutes:**

The public reading of the minutes was waived this month; copies of the minutes were made available for the Council and the public to read prior to the meeting and also available on the Town's website (medaryville.net). Copies are on file in the Clerk Treasurer's office.

### Council Minutes

Council Member Wilcoxon made a motion to approve the minutes from the March 15, 2017 Council Meeting and April 10<sup>th</sup> and April 17, 2017 Closed Executive Sessions, second by Council Member Saltsman Sr.

**Motion was carried with a vote of 3 yes 0 no.**

### **Claims:**

Council Member Wilcoxon made the motion to approve claims as presented for March 2017, second by Council Member Saltsman Sr.

**Motion was carried with a vote of 3 yes 0 no.**

### Rigg's Outdoor Power Equipment invoice

Clerk Treasurer Harwood submitted a claim for the labor to replace the valve at the water plant that had been approved last month but labor was not included.

Council Member Wilcoxon made the motion to pay Rigg's Outdoor Power Equipment, invoice #933346 in the total amount of \$424.67 for mower supplies, second by Council Member Saltsman Sr.

**Motion was carried with a vote of 3 yes 0 no.**

### McMahon invoice

Council Member Wilcoxon made the motion to pay McMahon Associates, Inc, invoice #0500744 in the total amount of \$2,134.50 for bidding Assistance from January 29, to March 11, 2017, second by Council Member Saltsman Sr.

**Motion was carried with a vote of 3 yes 0 no.**

**Utility Report:**

Adjustments

Council Member Wilcoxon made the motion to accept the adjustment for account 117401 in the amount of 397.27 due to a leak, affidavit is on file, second by Council Member Saltsman Sr.

**Motion was carried with a vote of 3 yes 0 no.**

**Town Marshal:**

Letters of resignation were given to the Council from Deputy Brian Galliard, Deputy Sheri Galliard, Deputy Travis Clark and Deputy Matthew Pickens.

On April 10, 2017 closed Executive Meeting all council members reviewed 5 (five) applications for the hire of Chief Town Marshal, two applications were pulled to interview on April 17, 2016. After each Council Member had spoken it was decided to hire David Combs who is a Knox Police Department officer.

Council Member Wilcoxon made a motion to hire David Combs as Town Marshal, second by Council Member Saltsman Sr.

**Motion was carried with a vote of 3 yes 0 no.**

Council President Schultz informed Clerk Treasurer Harwood that David Combs will be in the next day or two to do the necessary paper work and he will do the hiring of new Deputies to the new Town Marshal.

**Maintenance:**

Maintenance Supervisor Hauptli requested to replace the weed sprayer, he stated the tank is leaking and the motor as of today stop working. The Council is aware he does not have a quote at this time the Council feels we cannot wait till the next meeting in May, he needs to be spraying for weeds now.

Council Member Wilcoxon made the motion to purchase a new sprayer for the Town, second by Council Member Saltsman Sr.

**Motion was carried with a vote of 3 yes 0 no.**

At the February 14<sup>th</sup> Council Meeting it was discussed to purchase paint for the Baseball Diamond buildings and Council President Schultz would call the West Central Youth League asking if they would volunteer the labor.

Maintenance Supervisor Hauptli is now ready to purchase the paint and requested for it to be paid out of the Baseball Diamond Fund.

Council Member Wilcoxon made the motion to purchase the paint from the Baseball Diamond Donation Fund, second by Council Member Saltsman Sr.

**Motion was carried with a vote of 3 yes 0 no.**

### ADA Parking area

Maintenance Supervisor Hauptli provided the Council an estimate of \$228.69 to bring the Town in compliance to the ADA (Americans with Disabilities Act) requirements. He researched and found it is 1 (one) handicap parking only for every 25 (twenty five) parking spots.

He chose the location of 502 East Main Street and 504 East Main Street due to the accessibility to the Post Office and Library. Second location needs to be 409 East Main Street by the Town Hall for easy access to the Town Hall. The Third will be at 503 East Ridge Street to give access to the Town Park.

Council Member Wilcoxon made the motion for the purchase of the supplies for the parking areas at the cost of \$228.69 not including shipping and handling, second by Council Member Saltsman Sr.

**Motion was carried with a vote of 3 yes 0 no.**

### **Old Business:**

At the March council meeting all Council Members were given the final draft of the new employee handbook to review. Town Attorney Lapaich along with Clerk Treasurer Harwood made all the corrections and is now ready for the Council's approval.

Council Member Wilcoxon made the motion to adopt the new employee handbook for the Town of Medaryville, second by Council Member Saltsman Sr.

**Motion was carried with a vote of 3 yes 0 no.**

### **New Business:**

#### Wendy Rose/Community Foundation of Pulaski County Executive Director

In recognition of the Community Foundation's 20<sup>th</sup> year, special **Love Your Community** placemaking grants will offer financial assistance to local community partners who seek to bring new life to their public spaces. The Town has a chance to apply for a grant up to \$10,000 to inspire people to collectively reimagine and reinvent public spaces as the heart of their community.

#### Pulaski County Election Board

Vice Chairwoman Laura Bailey approached the Council about changing the election process for the Town of Medaryville. In 2015 the Town held an election for the 2016 Town Council at the cost of \$7080.50. She suggested the 2019 terms can be set for one year and the next year during the general election another council election can occur for the regular terms of four years. If the Council changes the election cycle, nomination of candidates will happen during the primary rather than a town convention.

Town Attorney Lapaich will draft the ordinances for the council.

#### Pulaski County Library

A letter was submitted to the Council for a donation for the Pulaski County Public Library summer learning program. This year's children's theme is Building a Better World and will be held May 22 through July 17, 2017.

Council Member Wilcoxon added she is favor of supporting the reading program, Medaryville will participate in the summer reading program for the children and Pulaski County Public Library will supply the prizes, materials and help with providing new books.

Council Member Wilcoxon made the motion to donate \$50 to the Pulaski County Public Library Reading Program, second by Council Member Saltsman Sr.

**Motion was carried with a vote of 3 yes 0 no.**

Council Member Saltsman Sr. wanted to discuss that he has contacted Keith Emer of LaPorte INDOT about placing a double yellow line “no passing” through the Town on US 421. At this time he has only left messages but will continue to try and contact him. Maintenance Supervisor Hauptli suggested they also look into having the 35 mile an hours speed limit sign moved further down from the dollar store on US 421.

Council President Schultz wanted to formally announce at their Executive Session April 17, 2017 when they interviewed the Town Marshal, Maintenance Supervisor Hauptli asked about an Easter Egg Hunt at the Town Baseball Diamond. The Council signed an agreement allowing the fire department to host an Ester egg hunt on April 15, 2017 at the Baseball Diamond.

Town Attorney Lapaich advised the Council that technically during an executive session you should talk only about the issue for the executive session. She understand that they had talked and did not realize what you were doing, so just to acknowledge from here forward to only talk about what subjects are posted for the executive session. What she suggested was nobody disagrees allowing the Fire Department to use town property and since it is already done, she advised to make a motion to formally acknowledging that you allowed the egg hunt to be held on Town property.

Council Member Wilcoxon made the motion that the Council formally acknowledge they gave the Medaryville Fire Department permission to have an Easter Egg Hunt on the Baseball Diamond Property, second by Council Member Saltsman Sr.

**Motion was carried with a vote of 3 yes 0 no.**

## **Town Issues**

### Blight Grant

Council President Schultz announced the County Building Inspector has received the blight grant and Medaryville will be the first Town to receive funds.

### Discuss grants for new water tower

Council Member Wilcoxon read from her notes that on January 7, 2016 the Town received an inspection report from Pittsburg Tank & Tower listing what the Town needed for repairs to the water tower. The report had given the Town one year to repair the critical issues and clean the tank and in 3 (three) years to bring the water tank to code. She asked Maintenance Supervisor Hauptli if he had submitted the letter asking for an extension to look into grants for a new water tower.

Maintenance Supervisor Hauptli reported the Council will need a rough draft to submit to IDEM (Indiana Department of Environmental Management) that they are looking into grants for a new water tower.

Since Council Member Wilcoxon was appointed to represent the Town Council for the KIRPC (Kankakee-Iroquois Regional Planning Commission) board, she was advised by Executive Director, Edwin Buswell. There are grants available ranging from \$450,000 to \$600,000 and local match of 20%. There are also private loan sources and state loans if the Town is interested in applying for a grant. KIRPC has requested a letter of intent by July 7, 2017 and letters of support from Medaryville residents. The income survey from the last project is still valid and will save the Town over \$5,000. KIRPC will charge 5.5% of the grant to cover admiration fees, \$3,000 for environmental study, and \$2,000 for a labor study for the grant application to be submitted by September 1, 2017. She advised the Council they need to move quickly. Council came into an agreement that doing the repairs Pittsburg Tank recommended would be throwing money away on a tank that is over 90 years old and then turn around and worry about coming up with the 20% on a grant for a new tower.

Council Member Wilcoxon made the motion to contact Mr. Buswell from KIRPC that the town is interested in seeking a grant for replacing the water tower, second by Council Member Saltsman Sr.

**Motion was carried with a vote of 3 yes 0 no.**

#### 2017 Pavement Improvement Project

On April 13, 2017 bids were received for Contract 5-16-00230.32—Pavement Improvements Project. A total of 4 (four) base bids were received, and 4 (four) alternate bids.

Based on the bids received, John Sturgill, General Manager of McMahan recommended awarding the base and alternate bids in the amount of \$143,265 to Town and Country Construction, Inc. of DeMotte, IN, as the most responsive and responsible bidder.

Council Member Wilcoxon made the motion to accept the bid from Town and Country Construction the base and the alternate in the amount of \$143,265, second by Council Member Saltsman Sr.

**Motion was carried with a vote of 3 yes 0 no.**

#### Budget meetings scheduled

Council was in agreement to hold the 2018 Budget meetings at 4:00 pm est. on Wednesday, May24, 2017 and May 25, 2017 if needed.

Council President Schultz approached the Council to place a sign on the Town's property on the corner of Main Street and US 421. There is an electric pole that is used only for the Christmas lights and the Town pays a minimum of \$24 a month between seasons. If the Council will agree he is willing to pay the half of the \$24 up front for the year of \$144 and pay the additional electric balance as the Town receives the bill. If he can get it started and can build a history of his use the clerk treasurer will have a pattern of his use.

Town Attorney Lapaich advised the Council they can let anyone use Town property but she recommends a license agreement to allow placement of a sign. She will look further if there are special disclosure papers and will have it prepared for the May Council Meeting.

With nothing further to discuss, Council Member Wilcoxon made a motion to adjourn the May 2017 monthly Town Council meeting, second by Council Member Saltsman Sr.  
**Motion was carried with a vote of 3 yes 0 no.**

---

Robert Schultz, Council President

---

Suzanna Wilcoxon, Council Vice President

---

Raymond Saltsman Sr., Council Member

---

Attest: Clerk Treasurer, Judy Harwood