

**TOWN OF MEDARYVILLE  
MONTHLY MEETING  
November 19, 2014**

The Town of Medaryville met in regular session on November 19, 2014 at 6:30 pm with the following members present:

Derrick Stalbaum	Council President
Carolyn Hager	Council Vice President
Corrie Hauptli	Council Member
Judy Harwood	Clerk Treasurer
Jackie Hines	Deputy Clerk
Amber Lapaich	Town Attorney
Keith Hauptli	Maintenance Supervisor
Brian Gaillard	Chief Town Marshal
Sheri Gaillard	Assistant Town Marshal

**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 Member Hager made a motion to approve the minutes from the October 22, 2014 Council Meeting, second by Council Member Hauptli.

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

**Town Issues:**

Rodger Wappel/trash can ordinance

Council President Stalbaum announced Mr. Wappel called and could not attend tonight's meeting and would reschedule.

Medaryville Decorating Committee/Christmas Decorations

Cheryl Stone gave an update that Christmas flags have been ordered and should be delivered in time to be placed by the weekend after Thanksgiving. Town decorations that were in storage have been repaired and an additional four (4) new will be added this year. They are requesting if the Town will help with the decorations and if the large snowman can be used again. Council Member Hauptli questioned the repairs to the snowman and requested Maintenance to research if the snowman can be fixed either by an outside company or by volunteers.

Santa Claus will be coming to Town Saturday, December 13<sup>th</sup> from 10:30 to 12:00 est. at the Medaryville Volunteer Fire Department. Also the fire department will have a pancake breakfast from 8:00 am to 12:00 est. on the same day.

**Claims:**

Council Member Hager made the motion to approve claims as presented for October 2014, second by Council Member Hauptli.

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

The December Council meeting was rescheduled for Monday, December 15 at 6:30 p.m. est. and a closed employee evaluation at 6:00 p.m. prior to the meeting.

**Utility Report:**Adjustments

Adjustments were presented to the Council for two accounts of the same owner, one for an adjustment for a leak and the second account to transfer over payment from one account to the customers other account. Council members were concerned the over payment credit was from the customers commercial business and moved to the customers residential. They asked for the over payment adjustments to be changed and would approve at next Council meeting.

**Town Marshal:**

Chief Town Marshal Brian Gaillard submitted the October monthly stats. New cameras were purchased for the Town Park and all are installed but three (3).

Bob Shultz requested the Town officers to be aware he has installed a takeout window at the back of the Peak Inn and if they can keep an extra watch.

**Maintenance:**Quotes for maintenance truck

Maintenance Supervisor Hauptli submitted quotes that were tabled from last month's Council meeting for the repairs or purchase of a Maintenance Truck. Three quotes from DeFouw, Fieldhouse Ford, and Weirs were submitted with estimated repairs to the current truck of \$12,046.21. Council Member Hauptli voiced her concern of dropping the CEDIT fund so low, and with the purchase of the Little League Field, she recommends waiting before purchasing a truck. Council Member Stalbaum feels they should consider the estimated cost of repairs is half of a new truck and Council Member Hager realizes taking the fund down is a risk but is concerned with the depreciation of the old maintenance truck if the Town waits until next year. It was agreed upon by Council Member Stalbaum's experience and Maintenance recommendation they would purchase the new truck from DeFouw.

Council Member Hager made the motion to purchase the 2015 Chevrolet Silverado 2500, 4 wheel drive, double cap as listed on the estimate from DeFouw Chevrolet with the options of an undercoat, side steps, and spray in over rail bed liner, second by Council Member Hauptli.

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

Council Member Hauptli suggested with the purchase of a new vehicle Council needs to discuss and define how they would like records of maintenance on the new truck maintained. Council Member Stalbaum suggested following through with the dealership first warranty oil change and then continuing with Rick's Service who will submit an inspection check list with each oil change.

Replacement of meter head assembly

Maintenance Supervisor Hauptli submitted a proposal for replacement of the meter head assembly at the wells. Council Member Stalbaum explained the meters are not registering correctly and makes it appear the town is losing water.

Council Member Hauptli made the motion to purchase from Ortman Drilling and Water Services two meter head assemblies that would include labor at the cost of \$5,065.00 each and not to exceed \$11,130, second by Council Member Hager.

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

Maintenance list for purchases

Council Member Hager made the motion for Maintenance to purchase one new tire if needed for the 2011 Chevy dump truck and to service two mowers, second by Council Member Hauptli.

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

An ad for Part-time Maintenance Assistant was placed to run for three weeks in the Journal, Francesville Tribune, and the Independent with deadline for application on Friday, December 12, 2014 at 2:30 pm. Council requested for Maintenance Supervisor Hauptli to review applications and bring his recommendations forward for the Council to review and a final interview will be scheduled.

Council Member Hager called West Central Superintendent, Don Street and confirmed the school would be willing to set up shower times for Town residents in case of another freeze emergency.

Council Member Stalbaum wanted to remind drivers of parking restrictions along the Main Street snow removal route, vehicles will be towed when snow exceeds 3 inches.

**Lagoon Project Update:**

Amendment to June 18, 2014 to submit SRF application

Council Member Stalbaum explained the Town planned to obtain the local share funding from State Revolving Fund (SRF). Because the procurement process to acquire a grant administrator conflicted with the deadlines of the ORCA Grant. A formal amendment to the original motion on June 18, 2014 was needed to pursue Open Market Funding.

Council Member Hauptli made the motion to amend the June 18, 2014 motion that the Town will be pursuing Open Market Funding rather than the SRF for our grant local share, second by Council Member Hager.

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

McMahon Invoice #52283

Clerk Treasurer Harwood presented Invoice # 52283 for payment of 6.00% completion in the amount of \$2,400 for the SRF Preliminary Engineering Report. All Council Members were in agreement of the payment for the services that could not be avoided with the change to Open Market Funding.

McMahon contract

A contract from McMahon was submitted to the Council and Town Attorney prior to the meeting for them to review. Engineer's services under this agreement are generally identified as follows: Development of Preliminary Engineering, Final Design, Bidding, and Construction Administration Services for the Wastewater Treatment Facility Improvements.

Council Member Hager made the motion to accept and sign the contract for McMahon for professional services for the Wastewater Treatment Facility Improvements, second by Council Member Hauptli.

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

Council Member Hager amended the motion to say not to exceed \$127,000, second by Council Member Hauptli.

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

K-IRPC Grant Administration Contract

K-IRPC submitted a contract for Consultant of the administrative and management services in connection with the Medaryville Wastewater Improvement Project.

Council Member Hauptli made the motion to accept and sign the K-IRPC Grant Administration Contract to not exceed the amount of \$24,000, second by Council Member Hager.

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

Grant Award Ceremony Notice

Edwin Buswell, Executive Director of K-IRPC sent a memo of the state grant award ceremony to be held on December 1, 2014 at the statehouse. Council President Stalbaum agreed to represent the Town to accept the grant award.

For all projects for which the State provides CDBG funds the Town must maintain property damage, comprehensive, and liability insurance. Clerk Treasurer Harwood received a return call from the Town's Insurance carrier the cost of \$1,758 upon breaking ground and \$1,731 yearly upon completion.

**Unfinished Business:**

Second reading of Ordinance 2015-01-01

Council Member Hager made the motion to suspend Roberts Rules of Order and read **Salary Ordinance 2015-01-01** by title only, second by Council Member Hauptli.

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

Council President Stalbaum read **Salary Ordinance 2015-01-01, An Ordinance Establishing Salaries of Employees and Elected Officials of the Town of Medaryville.**

Council Member Hager made the motion to approve the second reading of **Salary Ordinance 2015-01-01, An Ordinance Establishing Salaries of Employees and Elected Officials of the Town of Medaryville**, second by Council Member Hauptli.

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

Second reading of Ordinance 2015-01-02

Council Member Hauptli made the motion to suspend Robert Rules of order and read **Ordinance 2015-01-02, Employee Benefits** with the changes of the wording in regards to new hire part-time office employee and maintenance assistant allowing the ten days of paid time off (after ninety days of employment in said position), by title only, second by Council Member Hager.

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

Council President Stalbaum gave the second reading of **Ordinance 2015-01-02, Employee Benefits.**

Council Member Hager made the motion to accept the second reading of **Employee Benefits 2015-01-01** with the amendment, second by Council Member Hauptli.

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

**New Business:**

Town Attorney Contract

Council Member Hager made the motion to accept and sign the contract to retain services for Amber Lapaich as Town Attorney for the upcoming year of 2015 at an annual fee of \$15,000, second by Council Member Hauptli.

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

State Board of Accounts is requiring all communities to have a person to have a working knowledge of Davis Bacon regulations including how to read and understand a wage scale, review certified payrolls, and general understanding of labor laws. K-IRPC sent an invitation to upcoming training sessions for Clerk-Treasurers and any local official to attend. It was agreed Clerk Treasurer Harwood would attend the training session.

Calaboose Entity Report

In reviewing the Calaboose Preservation Committee for a reinstatement for a nonprofit corporation the Council President Stalbaum volunteered to investigate further into the committee.

Further discussions

Council President Stalbaum wanted to bring Council Members up to date on the purchase agreement of the Little League. Town Attorney Lapaich will be finishing the final changes and bring before the Council by the next month's Council meeting.

Council Member Hager requested if was possible to put a link from the Town's website and create a page for our volunteer Fire Department. After talking to the Fire Department Chief Shaun Hauptli, they would like to take pictures of the firemen and trucks with their mission statement. Council President Stalbaum asked to meet with the fire department at a later date to set up a link.

Council Members received a letter from Telamon Corporation Energy Efficiency Division, asking if the Town would be interested in participating in submitting an application to NIPSCO FIT 2.0 program. If the Town has 1.5 acres of land available Telamon will submit an application to NIPSCO to be considered for their lottery drawing. If selected, a 200 KW solar array will be built on the property. The Town will have two options, one, electricity generated will be used by NIPSCO and the Town will receive a check for lease of the ground for 20 years. Second option, to pay for the solar equipment and receive payment directly from NIPSCO at \$0.15 per Kilowatt generated. Council President Stalbaum will contact a representative from Telamon for more information and possibly set up an in-person discussion with all Council Members.

Bob Schultz requested to speak to the Council about the property on 408 N. US 421. He has a complaint that he feels needs to be addressed of 4 vehicles with flat tires, not plated, sitting on the highway, along with a 20 foot tall trash pile from the demolition of the building. Council President Stalbaum will call our Town Officers and have them look into the vehicles and if found to be in violation of our Town Ordinance the cars will be towed. He will also call the Building Commissioners to find out the delay of the removal.

Ray Saltsman questioned the Council if the Ordinance establishing the standards of the removal of garbage carts was enforced. Council Member Hauptli assured the ordinance is being enforced and several citations have been issued for violations.

With nothing further to discuss, Council Member Hager made a motion to adjourn the November 2014 monthly Town Council meeting, second by Council Member Hauptli.

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

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Council President, Derrick Stalbaum

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Council Vice President, Carolyn Hager

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Council Member, Corrie Hauptli

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Attest: Clerk Treasurer, Judy Harwood