

SYRACUSE TOWN COUNCIL

REGULAR MEETING

July 18, 2017

Town Council President Tom Hoover called the Regular Meeting of the Syracuse Town Council to order at 6:58 p.m. Council members also present were Larry Martindale, Bill Musser, Paul Stoelting, and Larry Siegel. Town Manager Henry DeJulia, Town Attorney Vern Landis, and Clerk-Treasurer Paula Kehr-Wicker were also present.

Tom Hoover opened the meeting with the Pledge of Allegiance.

Tom asked for public comment on agenda items. There were none.

The minutes of the June 20, 2017, meeting was presented for approval. Paul Stoelting moved to approve the minutes; Larry Siegel seconded. Five voted for the motion; none against. The motion carried.

Claims #'s 834 through 989 were presented for payment. Larry Siegel moved to approve the claims; Paul Stoelting seconded. Five voted for the motion; none against. The motion carried.

DEPARTMENT REPORTS

TOWN MANAGER

Henry announced that the Technology Park annexation will be completed by July 28th. He also informed the Council that a meeting has been scheduled with Turkey Creek Regional Sewer District and the respective consultants. He also stated that the Town Video project is close to being finished.

POLICE

Police Chief Jim Layne asked the council if they had any questions on his report. There were none. He stated that activity has been increasing. He also informed the Council that the reserves have almost completed their training and will be able to patrol soon.

There were no ADA complaints.

PARK

Park Superintendent Chad Jonsson reported the 3rd Annual Mud Run in June went very well. In July was the Tour Des Lakes bicycle ride. He stated there was a record turn-out for bicyclists. Chad said he is working with Pat Brown of SiteScapes on the Park Departments master plan. Chad explained that it is more of "project improvement" plan instead of a master plan. Chad announced that on August 12th is the Annual Kiwanis Triathlon.

PUBLIC WORKS

Public Works Superintendent Rob Merchant reported that the water tower inspection went well, at this point nothing needs to be done to it. He also stated that the Crack Sealing project is completed. He informed the Council that the Community Crossroads Grant information has been submitted to the Indiana Department of Transportation.

Rob introduced Jeremy Hardy of Commonwealth Engineers to answer any questions regarding the proposal for the Aeration Project at the plant. It would include processing the permitting needed from Indiana Department of Environmental Management. Larry Siegel asked if we were required to have a permit when the Wastewater Plant Project was originally designed. Rob said he felt as if there should have been; however, the way the project was presented by Triad to the State, the State deemed it as not necessary. Discussion followed on the language describing the requirements for a permit.

Larry Siegel moved to approve the proposal from Commonwealth Engineers to be the engineers for the Aeration Equipment Project not to exceed \$42,000, the design to be finished by September and the permit to be completed by the end of the year, bids to go out the 1st part of 2018, and authorize Tom Hoover to sign the agreement. Paul Stoelting seconded the motion. Five voted for the motion; none against. The motion carried.

Rob reported that he did an investigation with the Plikerd property. An existing 5/8" water line will be reactivated. Rob is not sure it will be enough or will be acceptable for the building code, even with two meters. Rob explained that if there are extra tap-ons, there will need to be a backflow preventer installed.

Rob informed that we are currently in violation with the Occupational Safety and Health Organization at the Water Plant. He explained that the Chlorine and Fluoride Chemical Rooms are required to have doors with "panic bars" instead of door knobs that open to the outside. The rooms are also required to have an automatic blower or exhaust activation controls to turn on the systems when anyone enters the room. Larry Siegel asked if this was a new regulation or it was supposed to have been done from the beginning. Rob confirmed that it was not a new regulation and should have been included at the beginning of the project. Larry Siegel moved to approve D.J. Construction to install the necessary items for an amount not to exceed \$16,261.00, to be completed within 90 days, and to be paid from the Water Fund's appropriations of Contractual Services and Materials & Supplies. Paul Stoelting seconded the motion. Five voted for the motion; none against. The motion carried.

Rob also reported that Polywood has changed their process on recycling milk jugs. It includes de-watering; meaning the water would not go through our sewer system and come to us. They will supply a radio read meter that measures the amount of water that is not going to be discharged into the sewer. They are requesting that we use those measurements and deduct it from the sewer charge on their monthly billing. Larry Seigel moved to approve the adjustments made to Polywood's sewer charge on a monthly basis as long as the meter for this process is being read. Paul Stoelting seconded the motion. Five voted for the motion; none against. The motion carried.

FIRE TERRITORY

Mickey Scott asked the council if they had any questions about his report. There were none. He reported that there were 118 responses in June. He stated that there were 48 hours logged for training. He also reported that the new Tanker had been ordered and they have received the new air packs. He announced that the annual Pork Chop and Chicken Barbecue went well. Mickey also informed the council that the Insurance Service Office rating has been completed and the Town came in at a rating of 4 starting October 1, 2018, and the Township will be at a 4Y. A "4" is a rating for a structure that is within 1,000 feet of a hydrant, and a "4Y" is not within 1,000 feet of a hydrant.

Mickey also reported that he received the information from Rob regarding the flow at the Technology Park and the issue has been resolved. He stated that the inspection for the new Elementary School went well.

Larry Martindale informed Mickey that he watched Benton Township's Fire Department filling up their tanker at a fire hydrant on Portland Street. Mickey stated that he and his department had no knowledge of that happening. Mickey informed the Council that the Benton Township Trustee called this morning and apologized for it. Bill Musser asked if there were any repercussions for this type of situation. Discussion followed on possibilities, but none were cost effective. Discussion was also made regarding the training that was done by Benton Township Fire Department at the Technology Park to be familiar with the hydrants there in order to be prepared for future fire calls.

Rob Merchant returned before the Council to submit a purchase request that was missed during his initial report. He stated that he received a quote from Jones Petri Rafinski to install additional equipment for the Booster Station at the Technology Park. Discussion followed on how the new equipment works. JPR will absorb half of the \$13,195 cost for the new equipment and installation. Larry moved to approve paying our half (\$6,597.50) of the cost to JPR to repair the booster station and for it to be completed within 30 days. Paul Stoelting seconded the motion. Five voted for the motion; none against. The motion carried.

CLERK

Clerk-Treasurer, Paula Kehr-Wicker, asked if there were any questions regarding the T.I.F report and the Continuing Disclosure report included in their packets. There were none. She also asked council if they had any questions regarding the two bids received for our trash and recycling service. One bid was from Advance Disposal and the other was from Borden Waste-Away, which is our current contractor. Paula stated that Borden's bid was lower in all aspects, and recommends that we accept their alternate proposal that consists of seasonal recycling; in which we are currently doing under the old contract. Bill Musser moved to approve the alternate seasonal recycling bid from Borden Waste-Away for the 7-year option. Paul Stoelting seconded the motion. Five voted for the motion; none against. The motion carried.

TOWN ATTORNEY

Town Attorney, Vern Landis, had nothing to report.

DISCUSSION FROM THE FLOOR

Sharon Fowler had a few complaints regarding Town policies. She commented that there are issues within the Town regarding illegal dumping. She also mentioned that the Town is charging her next-door neighbor for mowing. She stated that she thinks we should put someone else in charge of the housing situation. She explained that she is not thrilled with what's going on down her street. Sharon gave a few examples and stated that she isn't seeing anything done about them. Sharon stated she is not seeing anything being reported about drug houses and houses with black mold. She believes that there should be reports in the paper when there are suspicions of those situations. She then discussed the Unsafe Building fund and how it should have funds in there and wants to know who is getting that money. She then stated there should be a 10-year audit done. Larry Siegel asked Paula about the State Board of Accounts coming in and checking our books. Paula explained that they are required to audit municipalities every two years unless they receive federal money; in which requires an audit every year. Larry Siegel then asked if there have been any problems with past audits. Paula confirmed that we have not. Larry informed Sharon that all the information she is asking for is public information and explained the process of public records requests. Sharon then commented that with the population increasing in the summer that the Police Department needs to pay attention to what is going on with the summer trade and the drugs in the community and not the housing. She stated she believes that the Housing issues should be done by one person; namely the Building Inspector. She stated that she has the Building Inspectors report but wants to know where the reports are from the Officers that they have given citations to "these people". Larry Siegel reiterated that she is welcome to request those reports due to the Freedom of Information Act.

OLD BUSINESS

There is nothing to report.

NEW BUSINESS

Henry introduced an agreement from London Witte Group that amends the original agreement on consulting fees for the Turkey Creek Regional Sewer District contract. They are requesting us to pay an hourly rate not to exceed \$10,000. Paul Stoelting moved to approve the amended agreement; Larry Siegel seconded. Five voted for the motion; none against. The motion carried.

2018 BUDGETS

Town Manager's Budget: Henry stated that there is a decrease in his budget by 5.47 %. Paul Stoelting inquired about the increase in the New Equipment and Software appropriation. Henry explained that is to prepare for computer problems. Larry Siegel asked what Henry's budget was prior to adding the \$100,000 Oakwood Improvement appropriation. Henry stated he believes that what he is requesting for 2018 is close to what it was prior to the Oakwood appropriation. Henry also explained that there will still be improvements done for Oakwood, but that they will instead come from the Oakwood T.I.F fund.

Park Department Budget: Chad noted that he has added money to his Miscellaneous Supplies appropriation for various reasons as well as the All Others appropriation. The increase in Insurance is based on recommendations from Paula to prepare for next year's rates. The NIPSCO appropriation is based on what has been spent so far, this year. The Contract Mowing appropriation was increased in order to fertilize the Schrock Complex. The Tree Planting and Landscaping appropriation is increased due to increased prices. The Park Improvements appropriation increase is to prepare for rehabilitation or a new restroom building at Lakeside Park. Chad provided pictures to the Council showing the areas of the restrooms that need repaired. Bill Musser commented that he would prefer new construction. Tom asked where the new build would go. Chad said he would prefer it to be near the Pavilion and the Beach for ease of access. He explained that the current draft consists of 4 family restrooms and would be located between the Pavilion and the road. Larry asked how the increase would be funded or if this increases the tax levy. Paula explained that the funds for this are currently available as well as the process in requesting future levies. Bill Musser asked when the project would be done. Chad is hoping to be finished by Memorial Day next year. Larry Siegel asked what would be done with the space of the current building. Chad stated it would either be seeded or turned into a parking area. Paul Stoelting questioned if the plumbing that is already at the old building would be the deciding factor on where the new build would be. Chad stated he was not sure at this time and is still working on what to do with the old plumbing lines.

Street Department Budget: Rob gave a brief overview of the Street Dept. Budget. He explained that the overall decrease is due to surpluses that remained from previous budgeting. Paul questioned the decrease in the Snow Removal appropriation and if we are prepared for worse winter this year than last year. Rob confirmed that we have a stockpile of salt. Rob explained there was an increase in the Signs and Supplies appropriation due to regulation changes. Rob also explained the increase in the Laborers appropriation due to previous years of employees not going through a review process that he intends to implement going forward. Larry asked if we need to change our ordinance to accommodate this policy. Paula explained that the salary ordinance consists of a range of amounts that will need to be changed due to the 3% increase across the board. That ordinance is passed in November. Bill Musser asked about the increase in the Insurance appropriations. Rob stated those numbers came from Paula. Paula explained to the council that she had everyone increase those appropriations by 15%. She stated that our current insurance agent has not given us any information on future insurance costs. Paula suggested using the 15% since that is what we have prepared for in the past. Rob also mentioned that

these estimates for the 2018 Street Budget will be a learning curve due to the new Motor Vehicle Highway House Bill that was just enacted at the beginning of July. We are currently waiting for the State to provide more guidance on the record keeping and accounting for the new bill.

Police Department Budget: Jim explained that the increase in his budget was due mostly because of Insurance costs. He explained that the increase in the Equipment Repairs appropriation is due to consistently running out every year due to the constant need for tires. He also stated that the cost of training officers has gone up. The Range appropriation increase is due to the cost of ammunition and improvements needed for the dog cages. Jim also explained the increase in the New Equipment appropriation is due to the need to replace a vehicle next year including outfitting the new vehicle, getting cages for all vehicles and replacing the portable breath testers. The Clothing Allowance appropriation is increased to provide for the new Reserve officers.

Clerk's Department Budget: Paula explained the addition to the Part-Time Employee appropriation was due to hiring an intern or summer help. She stated that the increase in the Telephone appropriation is due to the long-distance contract we currently have is expiring towards the end of this year and she would like to upgrade the phone system. She also informed the council that the Heating and Air Maintenance appropriation is increased because of our contract expiring in August and is unsure of what the new contract will consist of. The Trash Collection appropriation is increased due the new contract that was passed tonight.

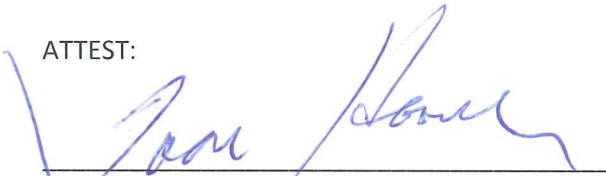
Turkey Creek Fire Territory Budget: Mickey passed out paper copies of the budget. Mickey stated that their Health Insurance budget will increase up to 10%, at most. Mickey informed that the Public Employers Retirement Fund contribution has changed from 19.7% to 17.5%. He stated there is an increase in Equipment repairs due to outsourcing the mechanical work. He added that they had a 2% salary increase to their budget. Tom announced that the Fire Territory Board passed the budget last week. Paul Stoelting asked how much the operating budget increased from last years. Mickey answered with a 2.5% increase.

Bill Musser moved to approve the Fire Territory Budget as is, Larry Martindale seconded. Four voted for the motion. Larry Siegel abstained. The motion carried.

Paul Stoelting moved to adjourn; Larry Siegel seconded. Five voted for the motion; none against. The motion carried.

The Syracuse Town Council adjourned at 8:18 pm.

ATTEST:



Tom Hoover, President



Paula Kehr-Wicker, Clerk-Treasurer