

## SYRACUSE TOWN COUNCIL

### REGULAR MEETING

May 15, 2012

Larry Siegel, President, called the Regular Meeting of the Syracuse Town Council to order at 7:00 p.m. Other council members present were Jeff Morgan, Bill Musser, Paul Stoelting, and Brian Woody. Town Manager Henry DeJulia, Town Attorney Mike Reed, and Clerk Treasurer Julie Kline were also present.

The meeting opened with the Pledge of Allegiance.

Larry asked for public comment on agenda items; there were no comments.

The minutes from the April 17, 2012 meeting were presented for approval. Paul moved to accept the minutes as written; Jeff seconded. Five voted for the motion; none against. The motion carried.

Claims # 478 through #589 were presented for payment. Paul made a motion to approve the claims; Brian seconded. Five voted for the motion; none against. The motion carried.

Dan Richard, Kosciusko County Area Plan Commission Director, presented the Area Plan report and recommendation on a zoning request. The rezoning request is from Swiss Perfections to rezone an area from Industrial II to Commercial. Mr. Richard provided a map of the current zoning in the area. He added the petitioner would like to open a bait shop; he was previously granted up to five uses by the BZA. If the rezoning is approved by the Town Council, the additional use will go before the Syracuse BZA this Thursday. The BZA will consider the site plan, parking, and access. Mr. Richard stated it is the staff's recommendation to allow the rezoning.

Brian moved to adopt Rezoning Ordinance 12-03; Jeff seconded. Larry commented it is nice to see that area redeveloped. Five voted for the motion; none against. The motion carried.

Ordinance 12-04, an Ordinance Authorizing the Temporary Transfer of Town Funds, was introduced. Julie explained the ordinance is a temporary loan of \$90,000.00 from the Water Depreciation Fund to the Oakwood Infrastructure Improvement Fund. As discussed last week, the temporary loan will be paid back within five years; the zoned rate revenue presently paid by the residential customers in Oakwood will be used to repay the loan. Paul moved to adopt Ordinance 12-04; Bill seconded. Five voted for the motion; none against. The motion carried.

Ken Jones, of Wightman Petrie, was present and provided an update to the council on the North Industrial Park. Mr. Jones advised he has been working with Henry and MACOG to make sure everything follows EDA rules for the bidding process. We need to get the project advertised and conduct a pre-bid meeting, as well as a bid opening. Wightman Petrie is meeting with Henry and MACOG tomorrow. When the bids are advertised, Wightman Petrie will contact area contractors directly to let them know about the bid notice. There will be a pre-bid meeting with all bidders to answer questions. In the next few weeks; a utility coordination meeting will be held. Mr. Jones added it may require a Special Meeting to open bids. Larry asked if this would happen in June or July; Ken answered he hopes in June. Larry asked Ken if he feels it will be feasible to break ground this year. Mr. Jones answered yes, however, we must submit the bids to EDA before we are allowed to make an award.

Ken Jones noted companies in the area are starting capital projects again. He feels it is time to start marketing; he has also been in touch with the Kosciusko County Economic Development Director. The park will be ready in the fall or early spring. Ken announced he will resume monthly attendance.

## DEPARTMENT REPORTS

### TOWN MANAGER

Town Manager Henry DeJulia discussed our heating and air maintenance contract. Henry recommended we replace the controls and approve a contract for preventative maintenance and trouble calls with Havel Brothers. We received quotes from two companies; Henry noted the costs from the two companies are comparable. Brian disagreed with paying \$900.00 per month. Henry went over the quotes; the quote from Havel Brothers to replace the controls is \$11,388.00. Current Mechanical quoted \$12,950.00. Bill suggested we have Havel Brothers come in and explain what they do and why that requires \$1,000.00 each month.

Brian made a motion to replace the controls at a cost not to exceed \$11,388.00 and get further information on the maintenance contract; Bill seconded. Discussion followed; Julie was asked about maintenance. She advised there were a total of 16 calls in 2011; the total included maintenance and trouble calls. More discussion followed. Brian again stated the service contract is too much. Five voted for the motion; none against.

Julie asked if the council would like to have Havel Brothers come to a meeting. Jeff would like to know what the cost of the 16 calls would have been without a contract. Brian added his issue is Havel Brothers is a Fort Wayne company; he stated a local contractor can do service calls without a contract. Larry suggested we ask Havel Brothers to provide information about service calls for three years.

Henry presented a warranty deed for the North Industrial Park. The document is required by INDOT and limits the access points for ingress and egress to what was presented to INDOT in the engineer's design. Mike Reed asked the council if they would give Larry and Julie the authority to execute the document and to authorize Mike and Henry to deliver the document to INDOT once they are satisfied that the legal description in the document is correct. Paul moved to give Larry the authority to execute the document once it is confirmed that the legal description is correct; Julie is to attest. Bill seconded. Five voted for the motion; none against. The motion carried.

Henry discussed the stormwater runoff plan for the Industrial Park. Henry will be meeting with Polywood, and he will come back to the council with the results of the discussion. Henry reported he is working on getting appraisals. The estimated cost of the surveys, title work, and appraisals for the Athletic Complex is \$4,000.00 to \$6,000.00; Henry suggested we could pay for it from the Riverboat Fund. An additional appropriation would be required. Paul moved to advertise for an additional appropriation from the Riverboat Fund; Jeff seconded. Five voted for the motion; none against. The motion carried.

Henry announced he distributed a copy of a letter from EDA authorizing the town to go to bid.

POLICE

Police Chief Tony Ciriello reported there were 289 calls for service in April. There were 5 accidents and 15 criminal arrests; 10 arrests were felony arrests, and 5 were misdemeanors.

Tony advised the car show events are this weekend. East Main St will be closed on Friday afternoon from Huntington St to Lake St for the Cruise-In. The lower parking lot will also be closed starting at noon. On Saturday, Long Dr. will be closed from Lake St to Northshore Dr starting at 6:30 a.m. Long Dr will reopen once the cruise around the lake starts.

Tony announced Officer Tom Waikel is leaving; he has accepted a position at the Sheriff's Department. His last day is May 29; our new officer started training yesterday. Tony introduced our new officer, Joe Leach. Joe was sworn in by Town Attorney Mike Reed.

PARK

Park Superintendent Chad Jonsson announced the Summerfest parade will held on Saturday, July 7. The parade will start on Main St and proceed south on SR 13 to the railroad tracks; council approval is needed to close SR 13. Tammy Cotton, Executive Director of the Chamber, announced the parade is for the 175<sup>th</sup> birthday for the Town of Syracuse. Staging for the parade will be at the Community Center and Main St. parking lot. The parade will start at 10:00 a.m.; the parade route will be down SR 13 from Main St to Medusa. They may have an announcement stage. The great great great granddaughter of Sam Crossen has been invited to be in the parade. Brian Woody and Bill Musser signed the form to close SR 13.

Chad continued with his report. A Walk a Thon for the Youth Athletic Complex was held on May 12; they are working on the total proceeds for the event. Arbor Day events were held in April; Nipsco donated a tree. The adult basketball ended May 13. The Farmer's & Artisan's Market started on May 12; 35 vendors showed up. A Summer Program brochure was mailed to all Syracuse zip codes. The Syracuse Municipal Building Corporation held their annual meeting at 6:30 this evening; the building corporation holds the lease on the Community Center. Lifeguards will start Memorial Day weekend. On Thursday May 31, the annual Fun & Fitness Festival will be held from 3:30 p.m. to 6:00 p.m. For the Youth Athletic Complex, the irrigation wells will be dug soon. Pacemaker Buildings hopes to receive the state permit for the building in the next week. Bill asked about the charge for vendors for the market. Chad explained it is \$10.00 per week; \$200.00 for the whole season.

Larry asked how the pier permit process is going. Chad answered it is moving along. We are having trouble finding some pier owners, since there are no boats attached. Pier sections that have multiple owners were also discussed.

PUBLIC WORKS

Jeremy Sponseller, Public Works Director, presented a new cleanup rate schedule for 2012; the rate schedule is for the cost of labor and equipment when the town cleans up or mows a property. Brian asked Julie how many properties we mowed last year; she could not advise. Tony stated it was under twenty. Brian made a motion to approve the 2012 clean up rates as presented by Jeremy; Bill seconded. Five voted for the motion; none against. The motion carried.

Jeremy reported on the standby generator for the lift station at Oakwood Park. Nipsco has quoted a cost of \$18,000.00 to provide power to the lift station. Easements are needed before Nipsco will do the work, and a survey is needed. Larry noted we will need other easements for access. Discussion followed on where the power will be located and how it would be constructed. It was noted a generator is also needed. Henry added we have to do this no matter how Oakwood is developed.

Jeremy discussed the 2012 street paving project. He noted he previously provided a paving list with suggested streets. He is hoping we will be able to pave everything on the list. If it is okay with the council, he will move forward and solicit quotes. It was the consensus of the council to move forward.

Jeff asked about paving Front St north of the bridge. Jeremy explained the area will need to be torn up soon for water lines and storm water work; he does not want to pave an area and then tear it up for other work.

Jeff asked Jeremy to check with the county on Northshore Dr outside of the town limits. The road is in very bad shape.

Jeremy discussed the sidewalk project for the southeast corner of Lake and Main. We received two quotes for the work; one from Phend & Brown and one from Thompson Concrete. Thompson Concrete was the low bidder. We are working with the property owner on some options he has for the project. We have a quote of \$25,509.25 for the work; if the owner wants something different that will cost more, we will ask the owner to pay the difference. The Street Department will do the other three corners at that intersection. Discussion followed on the dangerous intersections in that area. Thompson Concrete can start the work next week. Jeremy suggested we allow 90 days to complete the project. Larry suggested 60 days; the contractor could come back if he needs more time. Brian made a motion to accept the quote from Thompson Concrete for \$25,509.25; the work is to be completed in 60 days. Paul seconded. Five voted for the motion; none against. The motion carried.

Jeremy presented the costs for purchasing decorative lights. We can purchase 10 lights for \$1,835.00 each; the cost for each light is \$400.00 cheaper than buying individually. Other items will be needed, such as augur rental, concrete, concrete forms, etc. We plan to continue the lights south on Main St; three will be on the south side of W Main St. One light will be at Main St and Mill St; then we will continue on the west side of N Main St. The total cost of 10 lights is \$18,350.00. Paul moved to approve the purchase of 10 decorative lights for \$18,350.00; Bill seconded. Five voted for the motion; none against. The motion carried.

For the Water Department, two new large water meters are needed. Greenhaus Apartments and Huntington Ridge Apartments both have old 6" meters that we are having issues with. We can't get parts to repair the meters. Our monthly revenue from both meters is between \$3,000.00 and \$3,500.00 per month. He would like to replace the meters at a cost of \$5,000.00 each from Utility Supply Company; total cost is \$10,000.00. Paul moved to approve the purchase of two 6" water meters from Utility Supply Company for \$10,000.00; meters are to delivered in 30 days. Jeff seconded. Five voted for the motion; none against. The motion carried.

Jeremy discussed the stormwater improvements by the Post Office. He noted there was money appropriated in the 2012 budget from the Cumulative Storm Sewer Fund. The quote we received was much less than we estimated. He asked the council to approve Michiana Contracting and have them bore a storm drain from the end of the Post Office driveway north to S.R. 13 for a cost not to exceed \$12,000.00. Brian moved to have Michiana Contracting perform the work at a cost not to exceed

\$12,000.00; work is to be completed in 90 days. Bill seconded. Five voted for the motion; none against. The motion carried.

Jeremy advised the water department will be flushing hydrants next month.

CLERK

Clerk Treasurer Julie Kline advised work is beginning on the 2013 budgets. She asked the council to let Henry know if there was anything they wanted to add to the budget. Brian asked about funds for the Youth Athletic Complex. Julie stated she met with Chad and Henry as requested in the Special meeting; they are suggesting the town may want to consider providing funds for Nipsco to provide the power, and funds for the water and sewer lines. Henry stated instead of that, we may want to budget for a line item for maintenance. Chad stated there are several ways the water and sewer installation can be handled, and he does not have costs yet.

TOWN ATTORNEY

Town Attorney Mike Reed had nothing further to report.

DISCUSSION FROM THE FLOOR

None.

OLD BUSINESS

Bill Musser commented he has received several complaints about long grass. He is glad it was discussed.

NEW BUSINESS

None.

Paul moved to adjourn the meeting; Bill seconded. Five voted for the motion; none against.

The Syracuse Town Council adjourned at 8:38 p.m.

ATTEST:

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Larry Siegel, President

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Julie Kline, Clerk Treasurer