# SYRACUSE TOWN COUNCIL

## REGULAR MEETING

August 19, 2025 @7:00 P.M.

Town Council President Nathan Scherer called the Regular Meeting of the Syracuse Town Council to order at 7:00 p.m. Other Council members present were Cindy Kaiser, Paul Stoelting, Bil Musser, Larry Siegel, Clerk-Treasurer Virginia Cazier and Town Attorney Jay Rigdon.

Nathan Scherer opened the meeting with the Pledge of Allegiance.

**Public Comments** - Discussion from the floor (agenda items only) 2 minutes per speaker 10 minutes total.

**The Council Minutes** - The minutes from July 15th, regular meeting presented for approval. Paul Stoelting moved to approve the minutes; Cindy Kaiser seconded. All in favor. The motion carried.

**The Special Meeting Minutes** – The minutes from August 1st, Special meeting presented for approval. Paul Stoelting moved to approve the minutes; Bill Musser seconded. Larry Siegel abstained. The motion carried.

**The Town Claims** - Claim #'s 0763-0890 for $1,048,106.32 presented for approval. Paul Stoelting moved to approve the claims; Cindy Kaiser seconded. All in favor. The motion carried.

**Public Hearing reference Ordinance 2025-05; North Trace RV Park Annexation** – Public hearing was open, Nick Myer, 1401 N. Huntington Street, was concerned about livestock on the property, could we get exemption while we own the property. Our concern is if we sell the property that livestock will not continue and feel that they will suffer when selling the property. The question was asked if they can maintain their property as being agricultural. Town attorney replied that is a zoning question, the town already had an ordinance about livestock in town. The way you could do this is to allow everyone in town to have livestock or have provisions in saying if it was "X" size and known Ag, that would be permissible. Can we make an exception with that piece of property? Jay stated you can have an ordinance that just makes an exception to that one piece of property, because that is special legislation that is not allowed. You can write an ordinance that will allow other people to qualify for it if they meet those requirements. There was continuing discussions on eminent domain, rules for annexation, grandfathering into town. Another question asked was if they put their property in a trust. The trust is a new entity, the trust would not be able to do the things that the town would let you do because of eminent domain. The Town Manager will get Steve Snyder's opinion on the zoning.

Larry Dowdy who owns the farmland behind 1401 N. Huntington Street, was wondering why the Town is taking half his farm and putting it into the Town of Syracuse, and taking the trailer park further on to the north. Larry stated after talking to the courthouse, the town is going to raise his taxes by double. The Town Manager stated any land that is zoned Ag, their taxes do not change so it remains zoned assessed Ag, you will not be paying double. The public hearing was closed for Ordinance 2025-05.

**KEDCO Request for Funds** – Skipped

**Ordinance 2025-11 Renaming of Doctor Clark Street** – Rename Doctor Clark Street to Rabbit Ridge Road. Larry Siegel made a motion to rename Doctor Clark Street to Rabbit Ridge Road; Paul Stoetling seconded. All in favor. The motion carried.

**Commonwealth Engineering Report** – Absent

### TOWN MANAGER

David Wilkinson asked if there were any questions in his report. He has received two requests for private block parties. Town attorney suggested having the Town Manager make the decision upon application of a block party. The town would not have any liability. Would the police department or street department be involved with barricading the streets? Those are details that need to be worked out. Motion was made to have the Town Manager in charge of requests for block parties. Paul Stoelting made the motion; Cindy Kaiser seconded. All in favor. The motion carried.

The extra money we have sitting in the General fund and how we would want to use those funds. We have some projects that were brought up in the past, Boardwalk, Main Street parking lot, the village stop lights or gateway signs. We did get notified today that we did get the $500,000 grant from CAP towards the Boardwalk. If we get the Readi 2.0 money in addition, then we would have to fund the other 50% of the project, which might be up to $800,000. Would the council like to use general funds towards one of these projects. All these projects are in the comprehensive plan. The council would like to review the projects before making a decision.

## POLICE

Jim Layne, Police Chief, asked if there were any questions in his report. The new vehicle we purchased is on the road now.

No ADA complaints.

## PARK

Chad Jonsson, Park Superintendent, September is relatively slow for us, we do have football games at Schrock field this Saturday going through October. Softball tournaments that have been scheduled for Saturday and September as well.

Market will be finishing up Labor Day weekend.

A couple projects we are working on, pickleball courts at Schrock field, are planning to start next week. Also replacing a couple doors at the community center, main front door, replacing the outside exits from the restrooms.

Harvest festival on the first weekend of October.

## PUBLIC WORKS

Mark Aurich, Public Works Director, asked if there were any questions on his report. Mark has two funding requests both out of wastewater depreciation. Need to install two slide gates for the UV disinfection unit. Received two quotes for the installation. One was $40,000 and the other was $19,000. Mark asked council to approve Mason engineering for $19,128.00 out of wastewater depreciation. Paul Stoelting made the motion for $19,128.00; Bill Musser seconded. All in favor. The motion carried.

Second request is for a cured in place liner for the 520 ft sewer line down Branch Street. Mark received two quotes, one from Situ Forum and one from Visio Sewer for $38,787.50, 520 feet of sewer lining, no digging involved. Visio Sewer comes highly recommended. Paul Stoelting made the motion to spend $38,787.50 for Visio Sewer finished with in 60 days; Bill Musser seconded. All in favor. Motion carried.

## FIRE TERRITORY

Mickey Scott, Fire Chief, absent.

## CLERK TREASURER

Virginia Cazier, Clerk-Treasurer, had nothing to report.

## TOWN ATTORNEY

Jay Rigdon, Town Attorney, nothing to report.

## DISCUSSION FROM THE FLOOR

Nothing

## DISCUSSION FROM THE COUNCIL

Nothing

## NEW BUSINESS

Nothing.

## OLD BUSINESS

Handbook: 302 Vacation, Employees should request vacation at least 30 days in advance. Included "should"

304 Personal Days, Need to add "may be used in increments of a ½ day." This language appears in both vacation and sick leave benefits.

324 Licensing & Certification, Need to add "Public Works Director" also.

507 Overtime, 2nd paragraph under POLICE DEPARTMENT EMPLOYEES needs to change "Town Marshal" to "Chief or Police" and remove word "Captain"

508 Use of Equipment, TAKE HOME VEHICLES: Needs to reflect the new policy established in 2024. USE OF TOWN-OWNED EQUIPMENT FOR PERSONAL USE: Need to add language allowing for "spouse or other" to ride in vehicles. This was discussed and reconciled a year ago. Also need to change "Town Marshal" to "Chief of Police."

509 On Call, STAND BY TIME: Our PW employees take turns being on call on weekends, language needs to be adjusted. Also, do we want to pay "Standby Time" pay for instance $2.00/hour? Larry Siegel suggested looking at labor laws.

512 Business Travel Expenses, very vague. Most conferences provide breakfast and lunch but some do not. The council chose to keep using the town credit card for meals and to not exceed $60.00 per day. Anything over will be paid by the employee.

Next paragraph states: "Vehicles owned, leased, or rented by the Town of Syracuse may not be used for personal use without prior approval." Other than police department.

516 Computer and Email Usage: "To ensure compliance with this policy, computer and email usage may be monitored." Who is authorized?

519 Speaking to the media: Need to identify who. If it's an emergency, it should be the Town Manager or Jim Layne. Public Works should be Mark Aurich. There was a suggestion on an SOP, David will be working on an SOP for Speaking with the media. Leave alone for now.

526 Mobile Device Usage: Should this be allowed to all employees who do not have a town-owned call phone, as they all use them for work? Currently we paid the police officers $45.00 every three months. Does the council want to compensate the other departments other than the police for personal cell phone usage?

A suggestion to create a sick day bank. It is a nice option. The council asked for a proposal to be put together.

Another question was about longevity, can we extend the years from 20 years to more. Larry stated he would like to keep it where it is. Town Manager said he would look into it.

Earn certifications and CDL's, what kind of merit raise would the council like to set it at. The council suggested the Town Manager and Clerk look into it.

Paul Stoelting moved to adjourn the Town of Syracuse Council Meeting; Bill Musser seconded. The meeting was adjourned at 8:33 p.m. All in favor. Motion carried.

ATTEST:

Virginia Cazier, Clerk-Treasurer

Nathan Scherer, Council President