

**TOWN COUNCIL OF LEO-CEDARVILLE
MEETING MINUTES
NOVEMBER 27, 2012**

The town council of Leo-Cedarville met in regular session on November 27, 2012 at 7:00 PM at the Town Hall of Leo-Cedarville, located at 13909 Pony Express Run, Leo, IN 46765.

ATTENDANCE: In attendance were John Clendenen, president; Tim Richards, vice president; Ted Garton, Paul Steffens, and Kevin Veatch, council members; Peggy Garton, town manager; and John Eastes, clerk-treasurer.

President Clendenen called the meeting to order and led attendees in the “Pledge of Allegiance.”

AGENDA: Mr. Richards moved to accept the agenda and Mr. Veatch provided a second to the motion, which passed by unanimous voice vote.

MINUTES: Mr. Richards moved to approve the minutes of October 18, 2012 and Mr. Garton provided a second to the motion, which passed by unanimous voice vote. By consensus, council approved the minutes of November 13, 2012 as drafted.

REPORT of the TOWN MANAGER: Mrs. Garton presented the following, with action as noted therein:

- Construction work has begun on the Black Street and Walnut Street storm drainage improvement project and a concrete crosswalk and sidewalk have been installed beginning at the intersection of Wayne Street and Hosler Road.
- Plan commission and park board members will join with council members to hear comprehensive plan presentations by Ratio, GroundRules and DLZ Indiana, LLC. The meeting will be held at the Leo-Cedarville Park Pavilion, located at 9825 St. Joseph’s Street, Leo, Indiana, and is advertised and scheduled to begin at 6:30 p.m. on December 11, preceding the regular session of council at 7:00 p.m. Presentations will continue as part of the regular council meeting session.
- Pictures with Santa Night is scheduled from 5:30 p.m. to 7:30 p.m. for December 13, 2012 at the Leo-Cedarville Park Pavilion, located at 9825 St. Joseph’s Street, Leo, Indiana.
- A phone system quote prepared by Frontier Communications was presented and discussed, including advantages of the new system as well as potential costs to install and maintain. Council members Steffens and Richards provided favorable reviews of the system under consideration, based upon their experience in the private sector. Further research on the system and its potential integration with the planned server installation by Sonit Systems is anticipated. (**Action:** None).

PRESIDENT CLENDENEN: President Clendenen presented the following, with action as noted therein:

- Ordinance 2012-11, establishing a \$5,000 threshold for recording capital assets, “An Ordinance Amending Town Ordinance 5.0-3 and Establishing a New Threshold for the Recording of Fixed Assets of the Town of Leo-Cedarville,” was presented for adoption.

- (**Action:** Mr. Steffens moved to waive reading of the proposed ordinance in its entirety; Mr. Garton provided a second; and the motion passed by a unanimous voice vote.)
- (**Action:** Mr. Steffens moved to adopt the proposed ordinance; Mr. Richards provided a second; and the motion passed by a unanimous voice vote.)
- Meetings with potential donors to the Riverside Gardens' improvement project have and are being held, with support from community leaders, park board members and the Leo-Cedarville Foundation.

SALARY/WAGE DISCUSSION for 2013: President Clendenen introduced a draft of the 2013 salary ordinance. (**Action:** Mr. Richards moved to waive reading of the proposed ordinance in its entirety; Mr. Veatch provided a second; and the motion passed by a unanimous voice vote.) The ordinance will be available for adoption at the next meeting of council, scheduled for December 11, 2012.

REPORT of the CLERK-TREASURER: Mr. Eastes distributed the following for council review, with action as noted below: A funds report as of November 27, 2012; an appropriation report as of November 27, 2012; and a copy of Park Board Resolution 2012-01 (Resolution to Transfer Funds from and to Major Budget Classifications for the purpose of Balancing 2012 Budget Accounts).

Mr. Eastes highlighted problems encountered when entering recent appropriation transfers in the fund accounting software and the current resolution of said problem. Also noted was the need to balance appropriation values throughout all funds prior to 2012's year end and the need to manually calculate portions of the first payroll of 2013, based upon salary and wage schedules in effect for 2012 and 2013.

Mr. Eastes noted the final regular meeting of council is currently scheduled for December 25. Thus, a different meeting date may need to be chosen to accommodate year-end business.

VOUCHERS APPROVED BY COUNCIL SIGNATURES:

- November 27, 2012 line-item form totaling \$53,861.92.

Summary: The total amount of all vouchers approved by council was \$53,861.92.

Special and Regular Session: Council will meet in special session at the Cedarville Park Pavilion beginning at 6:30 PM on December 11, 2012, preceding the regular session of council at 7:00 p.m. A special meeting may be scheduled to replace the regular meeting of council originally advertised to occur on December 25, 2012.

MOTION TO ADJORN: Mr. Richards moved to adjourn the meeting; Mr. Veatch provided a second; and the motion to adjourn passed by unanimous voice vote.

APPROVE:

ATTEST:

JOHN CLENDENEN, Council President

JOHN EASTES, Clerk-Treasurer