

**TOWN COUNCIL OF LEO-CEDARVILLE  
MEETING MINUTES  
June 12, 2012**

The town council of Leo-Cedarville met in regular session on June 12, 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; John Eastes, Clerk-Treasurer; and Peggy Garton, Town Manager.

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

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

**MINUTES:** By consensus and without objection, President Clendenen accepted the minutes of May 22, 2012 as amended.

**PUBLIC COMMENT and SPECIAL PRESENTATION(S):**

- **Recycle Proposal:** Council received comment and a recommendation to proceed with updating the solid waste collection process for the town of Leo-Cedarville from Town Manager Garton; Anthony Burrus, Allen County Solid Waste District Director; Stacie Hubbert, Allen County Solid Waste District Program Coordinator; and Bob Young, Municipal Services Division of National Serv-All. Ms. Hubbert stated that Leo-Cedarville is currently collecting approximately 19,000 pounds of recyclable material per month, ranks fourth amongst Allen County cities and towns in solid waste collections, and recommended moving to two (2) semi recycling trailers that are manned 40 hours per week by the Allen County Solid Waste District, with the cost of collections to be that of the solid waste district.
  - Mr. Steffens moved to upgrade the town’s solid waste collection process by accepting the Allen County Solid Waste District’s above-noted proposal; Mr. Garton provided a second; and the motion passed by unanimous voice vote.

**REPORT of the TOWN MANAGER:**

With action as noted, items for discussion with supporting distributions were:

- **Resolution No. 2012-14:** *“Resolution Adopting an Anti-Nepotism Policy for the Town of Leo-Cedarville in Compliance with Indiana Code Chapters 36-1-20.2 and 36-1-21.”*
  - Mr. Veatch moved to adopt the above-noted resolution; Mr. Steffens provided a second; and the motion passed by unanimous voice vote.

- **Speed Sign:** Mrs. Garton recommended the purchase of one (1) “RU2 Fast 650 Radar Speed Display Trailer,” to include a software data acquisition package, at a total FOB destination cost of \$6,270.00.
  - Mr. Richards moved to approve the above-noted purchase; Mr. Steffens provided a second; and the motion passed by unanimous voice vote.
- **Solar Crosswalks:** Mrs. Garton has requested equipment pricing and installation bid proposals for Amstutz Road. (Action on the item was tabled.)
- **Garage Sale Discussion:** A draft copy of “*An ordinance regulating “Garage Sales” within the town of Leo-Cedarville*” remained tabled, with discussion anticipated at the next regular meeting of council, currently scheduled for June 26.
- **Replacement of Trees in Right-of-Way:** After a brief discussion on the topic of replacing trees that may die within a town right-of-way, no action was taken at this time.

**REPORT OF COUNCILMAN CLENDENEN:** President Clendenen distributed a draft copy of an RFP (request for proposal) with the intended purpose of revising the current town master plan. President Clendenen requested members of council review the RFP draft and be prepared to make suggested additions or changes at the next regular meeting of council, currently scheduled for June 26.

**REPORT of the CLERK-TREASURER:**

- To comply with government regulations, on June 11, 2012, Mr. Eastes faxed required documentation to the town’s 401(a) plan administrative services provider, Nationwide Retirement Solutions.

With action as noted, items distributed for discussion were:

- “*May 31, 2012 Reconciled Funds’ Report,*” with supporting schedules;
- March 2009 SBOA’s (State Board of Accounts) Bulletin, pages 4 and 5, detailing required fund accounting procedures for federal and state reimbursement grants;
  - The required appropriation process to incorporate an anticipated LWCF Grant (Land Water Conservation Fund) award for 2012 and 2013 funds was discussed.
- **Ordinance No. 2012-09:** “*An Ordinance Establishing a Returned Check Fee*”;
  - Mr. Veatch moved to waive reading the ordinance in its entirety; Mr. Richards provided a second; and the motion passed by unanimous voice vote.
  - Mr. Steffens moved to adopt the above-noted ordinance; Mr. Garton provided a second; and the motion passed by unanimous voice vote.
- **Resolution No. 2012-12:** “*Resolution Amending Permitted Uses of Funds Located in the ‘Freedom Festival’ Donations Fund*”;
  - President Clendenen read the resolution in its entirety.

- Mr. Richards moved to adopt the above-noted resolution; Mr. Veatch provided a second; and the motion passed by unanimous voice vote.
- **Resolution No. 2012-13** “*Resolution Appropriating Expenditure of Money in the Wal-Mart Grant Fund*”; and
  - After council members review of the resolution, Mr. Steffens moved to adopt the above-noted resolution; Mr. Garton provided a second; and the motion passed by unanimous voice vote.
- **Voucher 6332**: In the amount of \$300, a copy of Voucher 6332, payable to Worman-Lightfoot-Hoch Insurance, for Invoice #01041 to cover Leo-Cedarville Foundation’s liability insurance cost for the 5K Run event.
  - President Clendenen moved to approve the above-noted request-for-payment invoice and voucher in accordance with Resolution No. 2012-12; Mr. Veatch provided a second; and the motion passed by unanimous voice vote.
    - Voucher 6332 is contained within the summary vouchers’ total of \$50,117.73, as noted below.

**VOUCHERS APPROVED BY COUNCIL SIGNATURES:**

- June 12, 2012 line-item form totaling \$27,499.04;
- June 12, 2012 line-item form totaling \$16,331.06; and
- June 12, 2012 line-item form totaling \$ 6,287.63.

**Summary:** The total amount of all vouchers approved by council was \$50,117.73.

**Regular Session:** Council will meet in regular session at 7:00 PM at the Town Hall of Leo-Cedarville on June 26 and July 10, 2012.

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

**APPROVE:**

**ATTEST:**

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**JOHN CLENDENEN, Council President**

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**JOHN EASTES, Clerk-Treasurer**