

**TOWN COUNCIL OF LEO-CEDARVILLE
MEETING MINUTES
NOVEMBER 11, 2014**

The town council of Leo-Cedarville met in regular session at 7:00 p.m. on November 11, 2014 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; Paul Steffens, Ted Garton and Kevin Veatch, council members; Peggy Garton, town manager; and John Eastes, clerk-treasurer.

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

AGENDA: By consensus, council members accepted the agenda as distributed.

MINUTES: Without objection, council members approved the special and regular session minutes of October 28, 2014 as distributed.

GUESTS or PRESENTATIONS: None.

TOWN ENGINEER: Having no information to present before Council, Mr. Lauer, of Schnelker Engineering, Inc., was not in attendance.

TOWN ATTORNEY: Having no information to present before Council, Mr. Proctor, of Eilbacher Fletcher, LLP was not in attendance.

DISCUSSION of UTILITIES: Other than as noted below, no further discussion pertaining to utilities that provide service within Leo-Cedarville occurred.

- **Water Utility Information:** Three appraisal services have been sourced to request a proposal for valuation and consulting services specific to preparing an appraisal of Pioneer Water LLC’s water system; this is in addition to the proposal already received from Integra Realty Resources.
- **Leo-Cedarville Regional Sewer District:** The town awaits a response to a letter sent to the sanitary sewer district’s attorney that included a copy of the town’s passage of Resolution 2014-8. Resolution 2014-8 requests the sewer district to seek an order from the Indiana Department of Environmental Management to dissolve the sewer district and distribute its assets to the town after all liabilities are paid.

REPORT of COUNCILMAN GARTON: Mr. Garton presented the following, with action as noted therein:

Information packets containing Ford F-450 and Ford F-550 quotes from O’Daniel Ford and the Bob Thomas Ford Lincoln Commercial Division were distributed and discussed. Having accumulated in excess of 111,000 miles, ongoing maintenance and safety issues specific to the

town's 2006 Chevrolet SK3 3500 truck were discussed. Council members also discussed the town's current capacity to store vehicles and related equipment at the town hall.

Mrs. Garton outlined the town's capacity to purchase a new dump truck to be:

- \$11,150.86 in 2014 Motor Vehicle Highway Fund appropriations;
 - \$59,998.00 in 2015 Cumulative Capital Improvement Fund appropriations; with
 - The remaining balance of any purchase to be taken from 2015 appropriations in the Motor Vehicle Highway Fund.
- **Action:** Mr. Garton moved to purchase a 2015 Ford F-550 from the Bob Thomas Ford Lincoln Commercial Division, the total purchase price being \$74,538.00 including items to be installed on the Ford F-550 chassis by W. A. Jones as per Quote # MACQ3419. Mr. Richards provided a second to the motion, which passed by unanimous voice vote.

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

- **“Law Enforcement Services Agreement Community Resource Officer” Contract:** An updated contract draft for police protection by the Sheriff of Allen County within the corporate limits of Leo-Cedarville was distributed to council members and discussed. No action was taken, with discussion tabled pending an additional language update by Mr. Proctor.
- **2015 Salary and Wage Ordinance:** Mrs. Garton's "Hourly Employee Wage Increase Recommendation for 2015" was discussed as well as possible changes in compensation for the positions of "Town Manager," "Town Maintenance Employee" and "Town Clerk-Treasurer." Consensus was reached to have a revised 2015 salary ordinance draft prepared and available for council's further discussion, with a "first reading" of the proposed ordinance planned to occur on November 25.
- **Nuisance Ordinance Violations:** No report was given.
- **Comprehensive Plan Implementation and Gateway Signage:** No report was given.
- **Intersection of Hosler and Amstutz:** A copy of VS Engineering's "Traffic Impact Study," as prepared for Granite Ridge Builders, is under review by Mr. Lauer of Schnelker Engineering Inc. No additional information is available at this time.
- **Trail Planning:** Mr. Lauer is reviewing options for creating a trail that would extend to Cedarville Park. No additional information is available at this time.
- **2014 National Blue Ribbon Award:** On November 14, beginning at 2:00 p.m., Cedarville Elementary will celebrate having received the aforementioned award.
- **Pictures with Santa:** December 11, from 5-7 p.m., has been designated for families to have pictures taken with Santa.

- **State Road 1 Curve at Cedarville Park:** Safety concerns regarding the curve at State Road 1 and Cedarville Park are under investigation.
- **Parks' Department Master Plan:** A five-year park and recreation master plan covering 2015-2020 is under development.
- **Future Agenda Items:** Receipt of "Certification of Compliance with Anti-Nepotism Policy" forms in December; and Mr. Scott Yoder of North East Fire and EMS in December.

Council members were given a copy of:

- Email transmittals specific to a Birkey Drive resident's concerns and questions regarding the availability of sanitary sewer;
- An email from Mr. Proctor, in response to a citizen's request, that contains Mr. Bailey's memorandum clarifying that a sitting town council cannot tie the hand of future town councils; and
- An email from Mr. Proctor addressing additional language updates specific to the Ordinance Violations Bureau ordinance.

REPORT of the CLERK-TREASURER: The following items were distributed for council member review and possible action: Miscellaneous appropriation reduction lists, as batched on October 29, 2014 as the result of council's adoption of Resolution 2014-11; miscellaneous appropriation transfer lists, as batched on November 4, 5 and 8, 2014; and a transmittal "Notification of Submission of Gateway Budget Forms for unit Leo-Cedarville" as received on October 29, 2014.

On October 28, \$5,674.30 was received from the Indiana Department of Homeland Security as reimbursement for costs incurred during the winter storm of January 2014.

Biweekly payroll deductions specific to the "cafeteria benefit plan" adopted by council on October 28 have been established and will begin to occur for employee payroll checks cut for November 14, 2014.

All employment taxes for the month ended October 31, 2014 have been deposited with appropriate agencies of the federal and state governments, and the October 2014 Indiana sales tax has been deposited and October 2014 sales tax report filed.

VOUCHERS APPROVED BY COUNCIL SIGNATURES:

- November 11, 2014 line-item form totaling \$34,255.87.

Summary: The total amount of all vouchers approved by Council was \$34,255.87.

Regular Session: Council will meet in regular session at 7:00 p.m. at the Town Hall of Leo-Cedarville on November 25 and December 9, 2014.

ADJORNMENT: Mr. Richards moved to adjourn the meeting and Mr. Veatch provided a second. A unanimous voice vote in support of the motion was received and the meeting was adjourned.

APPROVE:

ATTEST:

JOHN CLENDENEN, Council President

JOHN EASTES, Clerk-Treasurer