

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

The town council of Leo-Cedarville met in regular session at 7:00 p.m. on March 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; Paul Steffens, Ted Garton and Kevin Veatch, council members; and John Eastes, clerk-treasurer. Tim Richards, vice president, and Peggy Garton, town manager, were unable to attend.

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 regular session minutes of February 25, 2014 as distributed.

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

- **Serv-All Garbage Service:** National Serv-All, the town’s current service provider, is preparing a one-year contract for review.
- **Fire and EMS Protection Contract:** With no changes from the current contract, a “Northeast Allen County Fire and EMS, Inc. Fire and EMS Protection Contract” for 2014 was presented.
 - **Action:** Mr. Steffens moved that Leo-Cedarville continue fire and emergency services protection for 2014 at a stated annual contract amount of \$44,000.00; Mr. Garton provided a second to the motion, which passed by a unanimous voice vote. President Clendenen signed the contract as the duly authorized governing agent of the town of Leo-Cedarville.
- **License to Enter Onto Land for Freedom Festival:** A “License to Enter Onto Land to Conduct Fireworks Display and Freedom Festival Events” was presented for Council approval. The Leo-Cedarville Park Board members approved and signed the license agreement on March 10, pending final approval by Council.
 - **Action:** Mr. Veatch moved that the Town of Leo-Cedarville enter into the above-noted license agreement with the Leo-Cedarville Foundation. Mr. Steffens provided a second to the motion, which passed by a unanimous voice vote. Council members signed the agreement, and Mr. Clendenen signed the agreement as Chairman of the Leo-Cedarville Foundation.
- **Resolution to Purchase Schwartz Road Properties:** In keeping with Council action of February 11, 2014, a resolution to purchase two adjoining parcels of property that lie along the east side of Schwartz Road is being prepared by Mr. Proctor, of Eilbacher Fletcher, LLP.

- **Nuisance Ordinance Update:** An update to the town's current nuisance ordinance is being prepared by Mr. Proctor for council members' review and possible future action.
- **2014 Road Improvements:** Mr. Lauer, of Schnelker Engineering, Inc., plans to attend Council's March 25, 2014 meeting to present information pertaining to potential "Street Improvements—2014."
- **Trail Along State Road 1:** At Council's March 25, 2014 meeting, Mr. Lauer is also to present a preliminary design for a potential a north-bound trail that would begin at Cedarville Park.
- **ADA Transition Plan:** The proposed "Town of Leo-Cedarville ADA Transition Plan" has been advertised and is on display in the town hall; public inspection of the document is in progress.
- **Comprehensive Plan Update:** Implementation of the "Town of Leo-Cedarville, Indiana Comprehensive Plan," as adopted on December 10, 2013, was not discussed.
- **Riverside Gardens' Construction Project and Grant Update:** Completion of construction work for the Riverside Gardens' improvement project remains weather-dependent. An additional \$1,226.92 grant reimbursement request was recently submitted to the DNR (Indiana Department of Natural Resources). Approximately \$4,800.00 in reimbursement funding remains available, as per the federal grant award of 2013.
- **Leo-Cedarville Parks:** The park board is currently in discussion and review as it plans for adoption of a new 5-year master plan by year's end. The board is planning for "Cedarville Park Clean-Up Day" activities that are scheduled to occur from 10 a.m. until noon on April 26, 2014. A "2014 Leo-Cedarville Tentative Park's Department Schedule" was provided to council members.
- **2014 IMMA Annual Conference:** The Indiana Municipal Management Association will hold its annual conference April 23-24, 2014 in Plymouth, Indiana. An IMMA brochure and registration form was distributed for council members' review.
 - **Action:** Mr. Steffens moved that Council approve Mrs. Garton's request to attend the 2014 IMMA Annual Conference and to pay for registration, lodging and travel expenses. Mr. Veatch provided a second to the motion, which passed by a unanimous voice vote.
- **5K Run/Walk:** A brochure/registration form of the Leo-Cedarville Foundation 5K run and walk and 300 meter kids' dash events was distributed to council members.
- **Leo-Cedarville Board of Planning:** Granite Ridge Builders received a sanitary sewer capacity letter from the L-C RSD (Leo-Cedarville Regional Sewer District) that will allow them to present a preliminary plat plan at Leo-Cedarville Board of Planning's (i.e., Leo-Cedarville Plan Commission) April 2014 meeting.

An Indiana Municipal Management Association March 10, 2014 email detailing pending Indiana legislative conference committees' action for the last week of the General Assembly was distributed for council members' review. Mrs. Garton plans to request that Representative Cox return to council for the purpose of providing a General Assembly legislative review update.

COUNCILMAN GARTON: Mr. Garton met with representatives of Northeast Allen County Fire and EMS, Inc. to explore topics of mutual interest at 10:00 a.m. on Saturday, March 1, 2014. Mr. Garton reported that the department is supportive of council members' desire to locate a firehouse facility within the town of Leo-Cedarville. Equipment, staffing, building amenities and locations suitable for a possible firehouse were discussed during said meeting.

COUNCILMAN VEATCH: Mr. Veatch plans to present a draft "Proclamation by the Town of Leo-Cedarville calling for the state of Indiana to fully withdraw from the common core state standard initiative and associated testing" at Council's March 25, 2014 meeting.

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

- **Utilities:** Mr. Clendenen and Mrs. Garton participated in a preliminary conference with Wesller Engineering Incorporated. The engineering firm took notes and will be requesting a list of "deliverables" that the town will need to provide and/or acquire for their analysis. There is nothing new to report at this time pertaining to Pioneer Water, LLC or the L-C RSD (Leo-Cedarville Regional Sewer District).

REPORT of the CLERK-TREASURER: The following items were distributed for council member review and possible action: A miscellaneous appropriation transfer list, as batched on March 11, 2014; a "Monthly Financial Statement, All Funds, for the Month Ended February 28, 2014—Reconciled"; and an "Appropriations Report for the Month Ended February 28, 2014."

The February 2014 sales tax has been deposited and monthly report filed.

Mr. Eastes reported SBOA (State Board of Accounts) annual report ending 2012 and beginning 2013 fund balance variances as follows:

- **General Fund:** As reported, a 2012 ending balance of \$242,739.72; a 2013 beginning balance of \$245,345.37; thus, a positive variance of \$2,605.65.
- **Motor Vehicle Highway Fund:** As reported, a 2012 ending balance of \$451,005.51; a 2013 beginning balance of \$451,306.61; thus, a positive variance of \$301.10.
- **Park Fund:** As reported, a 2012 ending balance of \$ 60,286.36; a 2013 beginning balance of \$64,588.31; thus, a positive variance of \$4,301.95.

The above-noted 2012-2013 positive annual report variances may have occurred as a result of a 2012 software data conversion error. As 2013 beginning fund balances are variance positive,

Mr. Eastes will await 2014 SBOA audit findings. Per Mr. Veatch's advice, Mr. Eastes plans to converse with Mr. Proctor on the matter as well.

Mr. Eastes plans to register and reserve room accommodation for the upcoming 78th ILMCT Annual Conference (Indiana League of Municipal Clerk Treasurers) and State Board of Accounts School to be held June 8-12 in French Lick, Indiana.

VOUCHERS APPROVED BY COUNCIL SIGNATURES:

- March 11, 2014 line-item form totaling \$38,637.70.

Summary: The total amount of all vouchers approved by Council was \$38,637.70.

Regular Session: Council will meet in regular session at 7:00 p.m. at the Town Hall of Leo-Cedarville on March 25 and April 8, 2014.

ADJORNMENT: Mr. Veatch moved to adjourn the meeting and Mr. Garton provided a second to the motion, which passed by unanimous voice vote.

APPROVE:

ATTEST:

JOHN CLENDENEN, Council President

JOHN EASTES, Clerk-Treasurer