

**TOWN COUNCIL OF LEO-CEDARVILLE
MEETING MINUTES
May 12, 2015**

The town council of Leo-Cedarville met in regular session at 7:00 p.m. on May 12, 2015 at the Town Hall of Leo-Cedarville, located at 13909 Pony Express Run, Leo, IN 46765.

ATTENDANCE: In attendance were Kevin Veatch, president; Tim Richards, vice president; council members Paul Steffens, Greg Peck and Raymond Pulver, Jr.; and John Eastes, clerk-treasurer.

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

AGENDA: Upon reaching consensus, Council accepted the agenda as distributed with flexibility.

MINUTES: Mr. Veatch brought forward the regular session minutes of April 28, 2015 as distributed.

- (**Action:** Mr. Richards moved to approve the regular session minutes of April 28, 2015 minutes as distributed, and Mr. Peck provided a second. The motion passed by a unanimous voice vote.)

GUEST PRESENTATIONS or PUBLIC COMMENT: Public comment was received from Mr. Dave Jones, trustee for the Leo-Cedarville Regional Sewer District.

TOWN ENGINEER: Mr. Lauer, of Schnelker Engineering, Inc., presented the following, with action as noted therein:

- **2015 Road Improvements:** A review of some roads and streets identified for future consideration as part of a future public works’ project as well as “Street Improvements—2015” proposed public works were discussed. This year’s proposed project includes the installation of additional ADA ramps.
 - [**Action:** After discussing available funding and the current interlocal agreement with Allen County, Council reached consensus (1) to make the reconstruction of Pony Express Run a top priority, (2) to schedule a meeting or meetings with interested parties that may be significantly impacted by the reconstruction of Pony Express Run and (3) to have Schnelker Engineering, Inc. provide design work suitable for bidding reconstruction of Pony Express Run.]

COUNCIL MEMBERS’ CURRENT BUSINESS:

- **Utilities:** No update was available at this time.

- **Allen County Capital Improvement Board Information:** An introductory overview of Allen County Capital Improvement Board available funding for capital improvement projects was presented. As authorized by the State of Indiana, the board oversees disbursement of the Allen County Supplemental Food and Beverage Tax by investing in projects that are deemed to have the greatest possible impact on the economic prosperity of Allen County. The intended purpose of the board is to build a stronger economy that creates, attracts and retains high-quality jobs and improves the lives of Allen County's citizens. Interested applicants must submit a "concept letter" that summarizes and describes how a proposed project aligns with the board's guiding principles, and if approved by the board, a full application along with a \$500.00 application fee must be submitted.

A May 13 dinner meeting has been planned and sponsored by the Northeast Regional Chamber, New Allen Alliance and Mancinos of New Haven to discuss the above-noted information in more detail.

Mr. Veatch spoke of potential funding that may also be available from the state, encouraged Council members to attend the aforementioned May 13 dinner meeting and Mr. Pulver suggested that Council may benefit by hiring a grant writer to help fund special projects. Mr. Richards supports looking for grants that do not have strings attached.

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

- **Ordinance to Amend Garbage Billing Rate:** President Veatch brought forward "An Ordinance Amending Ordinance No. 2010-05 and Establishing Rates for the Collection, Treating and Disposing of Garbage in a Sanitary Manner" for "second reading."
 - **Action:** Based upon breakeven cost analysis as provided by Mr. Eastes, consensus was reached to approve printing customer billing booklets in advance of Council's meeting of May 26, 2015 as well as advertising the ordinance again to accommodate a suggested monthly billing fee of \$10.30. If the ordinance is adopted at the next meeting of Council on May 26, this would allow for a reduction in the residential customer garbage service user fee that is currently set at \$10.45 per month.
- **Garbage Contract:** Mr. Proctor and Earth First, LLC's attorney have agreed to modifications in language as contained within the garbage service contract. The contract should be available for execution of signatures in the near future.
- **Plan to Transition to Earth First:** A plan to transition the town's garbage service to Earth First, LLC from Republic Services, Inc. will move forward upon execution of contract signatures with Earth First, LLC.
- **Leo-Cedarville Web Redesign:** Council members were provided with a proposal from Detailed Web Design to transition the town's website that is currently programmed in HTML (HyperText Markup Language) to CMS (Compiler Monitor System). If the proposal is approved, Mr. Pulver is hopeful that transitioning to CMS will make it possible for the town

manager to interact seamlessly with the website, thereby reducing or eliminating website document update costs.

- **Allen County Community Corrections Memorandum:** President Veatch will sign the “Allen County Community Corrections Memorandum of Understanding” upon receipt of an approved copy by Mr. Proctor.

Future Business: Discussion pertaining to the above-noted “Website Redesign Proposal,” a proposal prepared by Sweetwater Sounds and submitted by Mr. Eastes on March 10, and an EACS (East Allen County Schools) traffic flow response is anticipated.

REPORT of the CLERK-TREASURER: The following items were distributed for council member review and possible action: A “Monthly Financial Statement, All Funds, for the Month Ended April 30, 2015—Reconciled”; an “Appropriations Report for the Month Ended April 30, 2015”; a proposed “Budget Planning Schedule”; a copy of an email correspondence with Allen County Chief Deputy Auditor Nick Jordan dated May 11, 2015; and an “Analysis of Garbage Service and Billing Department Costs for 2014.”

All employment taxes for the month ended April 30, 2015 have been deposited with appropriate agencies of the federal and state governments; and the April 2015 Indiana sales tax has been deposited and April 2015 sales tax report filed.

Council reviewed Allen County Chief Deputy Auditor Nick Jordan’s May 11, 2015 email correspondence regarding Cum Capital Improvement Fund types of approved expenditures, a proposed “Budget Planning Schedule” and breakeven cost analysis for garbage service.

VOUCHERS APPROVED by COUNCIL SIGNATURES:

- May 12, 2015 line-item form totaling \$37,961.70.

Summary: The total amount of all vouchers approved by Council was \$37,961.70.

Regular Session: Council is scheduled to meet in regular session at 7:00 p.m. at the Town Hall of Leo- Cedarville on May 26 and June 9, 2015.

A “point of personal privilege” was requested by Mr. Eastes and granted by President Veatch.

ADJORNMENT: Consensus was reached in support of adjourning the meeting; Mr. Veatch adjourned the meeting.

APPROVE:

ATTEST:

KEVIN VEATCH, Council President

JOHN EASTES, Clerk-Treasurer