

**TOWN COUNCIL OF LEO-CEDARVILLE
MEETING MINUTES
JULY 14, 2015**

The town council of Leo-Cedarville met in regular session at 7:00 p.m. on July 14, 2015 at the Town Hall of Leo-Cedarville, located at 13909 Pony Express Run, Leo, IN 46765.

ATTENDANCE: In attendance were Tim Richards, vice president; council members Paul Steffens, Greg Peck and Raymond Pulver, Jr.; and John Eastes, clerk-treasurer. President Kevin Veatch and Town Manger Peggy Garton were not able to attend.

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

AGENDA: Without objection, the agenda was accepted as distributed.

MINUTES: Mr. Richards brought forward the regular session minutes of June 23, 2015 as distributed.

- (**Action:** Council reached consensus and approved the regular session minutes of June 23, 2015 minutes as distributed.)

GUEST PRESENTATIONS or PUBLIC COMMENT: No guest presentation or public comment was received.

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

COUNCIL MEMBERS’ CURRENT BUSINESS: Council members spent most of the evening discussing three funds that may require a resolution to reduce 2015 approved appropriations as part of the 2016 budget planning process. Council also discussed the need to develop a plan, based upon two years of accumulated historical data, to reduce speeding and improve public safety throughout various locations within the town. A July 1, 2015 memorandum prepared by Mrs. Garton pertaining to her recent discussion with Mr. Dave Jones of the Leo-Cedarville Regional Sewer District was also reviewed.

REPORT of the TOWN MANAGER: Mr. Richards brought forward the following on Mrs. Garton’s behalf, with action as noted therein:

- **Personnel Holiday Schedule:** Council members discussed a calendar of proposed to-be-observed 2016 paid holidays and request to add the following paid time-off benefit days to the town of Leo-Cedarville Employee Personnel Policy Handbook: Martin Luther King Day, one-half day on Christmas Eve and one-half day on New Year’s Eve. Action was tabled until Council meets again on July 28, 2015.
- **Town Manager Hours:** Council members briefly discussed Mrs. Garton’s desire to modify town hall office hours. Action was tabled until Council meets again on July 28, 2015.

Future Business: At this time, the following items are slated for future discussion:

- EACS' (East Allen County Schools) traffic flow response;
- Trail planning;
- The bid process pertaining to Leo-Cedarville Storm Water Utility, Pony Express Run and 2015 road improvement projects; and
- Clay Street 2016.

Mr. Peck expressed his desire for further discussion regarding trail planning throughout the town of Leo-Cedarville.

REPORT of the CLERK-TREASURER: The following items were distributed for council member review and possible action: Miscellaneous appropriation transfer lists, as batched on June 24 and July 13, 2015; a "Revenue Report" as of June 30, 2015; updated 2016 budget planning documents for 15 funds; a "Monthly Financial Statement, All Funds, for the Month Ended June 30, 2015—Reconciled" and an "Appropriations Report for the Month Ended June 30, 2015."

All employment taxes for the month ended June 30, 2015 have been deposited with appropriate agencies of the federal and state governments; the 2nd quarter 941 and Indiana Workforce Development employment reports have been filed; the June 2015 Indiana sales tax has been deposited and June 2015 sales tax report filed.

Mr. Eastes provided and sought guidance pertaining to updated 2016 funds' budget planning documents.

VOUCHERS APPROVED by COUNCIL SIGNATURES:

- July 14, 2015 line-item form totaling \$55,340.00.

Summary: The total amount of all vouchers approved by Council was \$55,340.00.

Regular Session: Council is scheduled to meet in regular session at 7:00 p.m. at the Town Hall of Leo- Cedarville on July 28 and August 11, 2015.

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

APPROVE:

ATTEST:

TIM RICHARDS, Council Vice President

JOHN EASTES, Clerk-Treasurer