

**TOWN COUNCIL OF LEO-CEDARVILLE
MEETING MINUTES
FEBRUARY 12, 2013**

The town council of Leo-Cedarville met in regular session on February 12, 2013 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; 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: Mr. Veatch moved to accept the agenda and Mr. Richards provided a second to the motion, which passed by unanimous voice vote.

MINUTES: Without objection, council approved the minutes of January 22, 2013 as corrected.

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

- Chief Deputy Dave Gladieux, Sargent Gary Isley and Officer Ken Litzenberg represented the Allen County Sheriff’s Department by providing local community law enforcement information and responding to questions and concerns. Interest in establishing an Allen County Sheriff’s Department satellite office and a community neighborhood watch program were discussed. Examples of communities that have started a full neighborhood watch program were provided. A member of the community expressed appreciation for the professional attitude of officers when dealing with youth and his appreciation of the Sheriff Association’s support of the Second Amendment. Mrs. Garton offered high praise for Officer Litzenberg’s community involvement and protection of citizens within the community. The possibility of Leo-Cedarville establishing a relationship with New Haven’s court to have ordinance violation tickets processed, thereby returning a portion of the revenue generated back to the town, was also discussed.
- “An Ordinance Adopting a Capital Improvement Plan Nunc Pro Tunc for 2012 and Prospectively for 2013 Specifying the Revenues to be Received Under the County Economic Development Income Tax for the Town of Leo-Cedarville” was introduced and discussed. Exhibit “A” is attached and made part of the ordinance, detailing a 2012-2013 “CEDIT Improvement Plan.” (**Action:** Mr. Garton moved to waive reading the proposed ordinance in its entirety and Mr. Steffens provided a second to the motion, which passed by unanimous voice vote.) The ordinance will be available for adoption on February 26, 2013.
- A report detailing “2012 Permit History for Leo-Cedarville” was reviewed.

- A “License to Enter onto Land to Conduct Fireworks display and Freedom Festival Events” was presented. (**Action:** Mr. Steffens moved to approve the license and Mr. Garton provided a second to the motion, which passed by unanimous voice vote. Council members signed the agreement, which now passes to the Leo-Cedarville Park Board and Leo-Cedarville Foundation to complete the license process.)
- A Bobcat trade-in quote was presented for council review. (**Action:** Mr. Steffens moved to accept the Bobcat trade-in quote agreement and Mr. Garton provided a second to the motion, which passed by unanimous voice vote. President Clendenen signed the agreement, thereby accepting the quote.)
- A National Serv-All garbage contract and residential billing recommendation was presented. (**Action:** Mr. Richard moved to accept a 5% rate increase and a one-year renewal of the town’s current residential garbage collection contract with National Serv-All, dated December 10, 2010, covering the period of July 1 of 2013 through June 30, 2014. Mr. Garton provided a second to the motion, which passed by unanimous voice vote.) Upon reaching consensus, an ordinance will be drafted to move the town’s residential garbage collection service billing rate to \$9.98 per month, beginning on July 1, 2013. An introduction and first reading of the proposed ordinance is planned for February 26, 2013, with potential passage and adoption to occur on March 26, 2013. No change in the current monthly storm water billing rate of \$6.30 is expected at this time.
- A campaign to update Leo-Cedarville’s comprehensive plan, “Envision Leo-Cedarville!” has begun, with support and guidance from members of the recently-formed steering committee. A community-wide collaborative meeting will be held at Leo High School from 6:00-9:00 PM on March 12 in lieu of council’s regular meeting on this same date. RATIO Architects, Inc., steering committee and council members will be present and are looking forward to citizens’ input as part of the process of updating the town’s comprehensive plan. A “Community Issues Worksheet” has been developed to rate important aspects and desirability of key items that affect life within the community of Leo-Cedarville.
- Content information to be included in a town flyer that is being prepared for distribution was discussed.
- Bids have been received for the Riverside Gardens construction improvement project and were reviewed.
- A “Legislative Summary” packet was distributed to keep council members up-to-date on legislation at the state level that may impact the community of Leo-Cedarville.

PRESIDENT CLENDENEN: President Clendenen and council member Veatch attended a recently called meeting with representatives from INDOT (Indiana Department of Transportation), as INDOT shared in-the-future plans to renovate/replace the bridge on State Road One, near the American Legion. If the state’s project remains on schedule, bids would be let in 2015 and bridge construction would occur in 2016.

REPORT of the CLERK-TREASURER: A copy of the 2012 “Annual Report,” as filed on Indiana’s Gateway site, and a copy of Fort Wayne Newspapers’ advertisement of said report was provided to each member of council:

2012 encumbrances have been forwarded to 2013, revenue and appropriation fund accounts have been closed for 2012 and opening appropriation account balances for 2013 have been established. A “January 31, 2013 Reconciled Funds’ Statement” was distributed and discussed.

On February 11, notice was received that the DLGF (Department of Local Government Finance) has begun the process of reviewing 2013 budget submissions for Allen County municipalities. The 1782 budget notice for 2013 should be forthcoming.

VOUCHERS APPROVED BY COUNCIL SIGNATURES:

- February 12, 2013 line-item form totaling \$58,126.10.

Summary: The total amount of all vouchers approved by council was \$58,126.10.

Regular Session: Council will meet in regular session at 7:00 PM at the Town Hall of Leo-Cedarville on February 26, 2013; council’s March 12, 2013 will be cancelled due to the above-noted meeting to be held at Leo High School.

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

APPROVE:

ATTEST:

JOHN CLENDENEN, Council President

JOHN EASTES, Clerk-Treasurer