

TOWN COUNCIL OF LEO-CEDARVILLE
MEETING MINUTES
MARCH 4, 2008

ATTENDANCE:

John Clendenen – President
Paul Steffens – Vice President
Mike Young
John Eastes
Gordon Liechty, Jr.

Pamela Spannuth – Clerk-Treasurer, Peggy Garton – Town Administrator

7:00 – Mr. Clendenen called the meeting to order.

MINUTES – The February 19th meeting minutes were approved with corrections.

FINANCIAL REPORT – Ms. Spannuth presented the financial report. An updated financial report will be available to the council at the second council meeting of each month.

TOWN ADMINISTRATOR – Official appointment documents for the Board of Zoning Appeals, Planning Commission and the Parks Department will be provided at the next meeting for signatures.

Ms. Garton discussed the need to seek part-time seasonal help for the town's maintenance department. This will be on the next agenda for further discussion and approval.

CRACK SEALING – Mr. Clendenen discussed the topic of crack sealing. Mr. Liechty suggested that crack filling be coordinated with the proposed 2008 road-resurfacing schedule to prevent treating roads that are scheduled for resurfacing. This will be on the next agenda for further discussion and a decision.

MAINTENANCE OF ALLEYS WITHIN THE TOWN – Mr. Clendenen discussed the need for a policy standard regarding maintenance of the various alleys within the town. Policy recommendations will be provided following further research on the topic. This will be on a future agenda for further discussion.

RECORDING OF MINUTES – Mr. Steffens discussed the option of the town recording the proceedings of the minutes. He feels that an audio record would aid in drafting the meeting minutes as well as capture the proceedings of the entire meeting for future reference. The members of the council supported this suggestion. Different ways to record the meetings will be examined.

Mr. Clendenen addressed the section of the agenda 'Other officers, boards and commissions;' he recommends that representatives from such boards be placed under this section of the agenda for updates and communication as needed.

ROAD RESURFACING – Several recommendations for roads to be resurfaced in 2008 were reviewed. The town’s maintenance department has inspected the roads within the town and provided the council president with several additions to the engineers list. Lochner Road and North Leo Drive were named as two roads that may benefit from being chip and sealed vs. resurfaced with asphalt since the base on these streets is questionable. Mr. Eastes recommended that the council prioritize the projects given the limited resources available. Ms. Garton urged that the town council continue to resurface a few streets in addition to proceeding with the Witmer Park storm drain project. Mr. Young agreed that an annual street resurfacing schedule should be followed. Discussion ensued regarding Manning Street in Cedarville as this road is in poor condition. Due to the proposed business improvement project, the council agrees that this road should wait until improvements are completed in order to prevent damage to a newly resurfaced road.

WITMER PARK STORM DRAINS – Although the Witmer Park storm drain project is not scheduled for a decision at tonight’s meeting, Mr. Clendenen sought input from the other members of the council regarding this project. Although all the council members agree that this area is in need of stormwater relief, there are varying opinions on the scope of the improvement project.

Mr. Young expressed his opinion that side ditches are used within some subdivisions and can be an acceptable means of handling stormwater. He feels that since the area was originally built this way, the town should restore it to its original state. He is concerned that a complete road reconstruction along with curb, gutters and sidewalks would require all of the town’s annual capital road funds which would prohibit other needed road work from being done.

Mr. Eastes recommended that the council have a public meeting for the purpose of discussing this project with the residents of Witmer Park. Engineering road estimates should be examined in greater detail before a decision is made. He expressed a concern over the safety issues a ditch could possibly create and would like additional information such as the total depth/width of a ditch or swale to properly assess the impact it would have on the properties. Clarification is needed from the engineer defining the different proposals. Relief from the severe flooding created by the area’s drainage problem should be a priority.

Mr. Liechty referred to the two options the engineer brought to the council at the last meeting and discussed the significant cost difference between the proposed improvement options. He presented a cost estimate on upgrading all the streets in the town to curbed and guttered streets over time in support of his opinion that it would be a long-term financial burden to go with the more expensive option. He feels this project will set precedence for how similar streets throughout the town should be improved, and cautioned the council to be careful on how to proceed.

Mr. Steffens discussed the need for a ‘master plan’ on the standards for streets in different areas of town. Cedarville represents an older town character whereas Witmer Park is more like a subdivision. He respects the engineer’s

recommendations and feels that homeowners should be involved in the choice. However, if homeowners wish to receive improvements beyond solving the flooding problem such as upgrading to subdivision standards, he feels that homeowners may need to participate in the funding.

Discussion briefly ensued regarding the occasional sections of old sidewalks in the Witmer Park area. The original plat of the area called for sidewalks and some builders installed and some did not; most of the homes in this development were built prior to the town's incorporation.

Mr. Clendenen discussed his experience with the Michael Drive project and what the residents wanted from that project. He expressed his concern that the residents along Alta Vista would be inconvenienced if the town reestablishes a side ditch as well as eliminating on-street parking. He acknowledged the amount of flooding complaints that the town receives from this area and recognizes that this area needs some long term planning. He feels that increasing property values benefits the town as well as the individual homeowner. He supports reconstructing this area to the same standard used on Michael Drive. Mr. Clendenen also supports having a public meeting with residents prior to a final decision.

Questions were addressed regarding where the proposed ditch would take the storm water. An Alta Vista resident discussed the problem at his specific property where the road is crowned in front of his property creating a flooding problem around his driveway. Also discussed was the depth and present condition of the road surface. Concerns regarding how close the ditches would be to the homes were also expressed, as the yards are not very deep in this area.

This topic will remain on the council's agenda for further discussion.

Mr. Liechty sought input from the other council members as to whether they would consider seeking financial support from homeowners if they wish to have subdivision standard upgrades. Mr. Clendenen expressed that he would not support property owner assessments.

RESOLUTION 2008-01 – TRANSFER OF APPROPRIATIONS IN 2007 BUDGET
- Mr. Clendenen read the resolution, which specifies appropriation balance transfers to balance the 2007 budget. Mr. Steffens moved to accept; Mr. Liechty seconded. The resolution passed unanimously.

2008-2009 INTERLOCAL AGREEMENT WITH ALLEN COUNTY - Mr. Eastes moved to adopt the 2008-2009 inter-local agreement with the Allen County Highway Department. The agreement enables the town to purchase goods and services from Allen County. Mr. Steffens seconded the motion; the agreement was approved unanimously.

APRIL MEETING DATES – The council agreed to move the April 1st meeting date to April 8th. The council will hold their April 15th at the Leo-Cedarville Park for the sole purpose of discussing and finalizing the Alta Vista/Sunnyside improvement plan.

The council discussed scheduling a special meeting to discuss the improvement project with residents. Specific project estimates need to be

provided by the engineer prior to holding a meeting of this nature. A tentative date of March 25th was agreed upon given the proper information requested is available.

NATIONAL SERV-ALL RATE INCREASE – The council reviewed and discussed the notice from National Serv-All regarding the upcoming rate increase. This increase is a result of the rise in the CPI index.

EAST ALLEN COMMUNITIES – Mr. Clendenen discussed a proposed resolution under consideration by East Allen Communities. There is a meeting scheduled for Tuesday, March 11th at 6:30 p.m. in Grabill.

VOUCHERS – The March 4, 2008 line item voucher forms were approved.

ADJOURNED – The meeting was adjourned until March 18, 2008.

APPROVED:

ATTEST:

John Clendenen
Council President

Pamela Spannuth
Clerk-Treasurer