

**Common Council Meeting – Monday, April 23, 2012 – Held at Ligonier City Hall – 7:00 pm – Audio Available**

**Call to order by Council President Ken Schuman**

**Pledge of Allegiance to the Flag**

**Roll Call**

Present: Council President Ken Schuman, Council members Chris Fought, Becky Gray, Kelly Ware, and Julia Bell, City Attorney Steve Hagen and Clerk Treasurer Barb Hawn

Absent: Mayor Patty Fisel

**Minutes from previous meeting of April 9, 2012**

***Motion to approve by: Chris Fought***

***Seconded by: Julia Bell***

***Vote: All Ayes***

**Citizens Comments - None**

**Unfinished Business - None**

**New Business**

**1. Tax Abatement for Vibracoustics**

On behalf of Vibracoustics, Bob Schultz asked council to consider five year abatement for personal property totaling \$1.3 million. The new equipment is new business for Ford and will result in 13 new jobs with an additional \$570,000 in salaries.

Findings of fact were conducted by City Attorney Steve Hagen. Council agreed that the findings were reasonable based on what was heard.

***Motion to adopt the findings by: Chris Fought***

***Seconded by: Kelly Ware***

***Vote: All Ayes***

Resolution 423-2012 grants abatement to Vibracoustics for five years.

***Motion to approve resolution 423-2012 and abatement to Vibracoustics by: Chris Fought***

***Seconded by: Becky Gray***

***Vote: All Ayes***

**2. Ordinance 807-2012 – Adoption of Employee Policy and Procedure Manual**

The final draft of new employee manual for city employees was presented to council for review at the previous meeting. Ordinance 807-2012 will adopt the manual as is.

***Motion to pass ordinance 807-2012, employee handbook adoption, on the first reading by: Julia Bell***

***Seconded by: Chris Fought***

***Vote: All Ayes***

***Motion to suspend the rules and pass ordinance 807-2012 on the second reading by: Julia Bell***

***Seconded by: Chris Fought***

***Vote: All Ayes***

***Motion to further suspend the rules and pass ordinance 807-2012 on the third and final reading by: Julia Bell***

***Seconded by: Chris Fought***

***Vote: All Ayes***

**3. Ordinance 808-2012 – Property Rezoning (Gabet)**

Written commitments from the Gabets regarding the rezoning of the property have not yet been received.

***Motion to table 808-2012, property rezoning until the written commitments are received by: Ken Schuman***

***Seconded by: Julia Bell***

***Vote: All Ayes***

**4. Ordinance 809-2012 – Establishing Fund for Guardian TIF**

When the Guardian TIF was established, the funds were set up to be deposited directly into the sewage bond and interest fund. It was recommended by Steve Carter of Umbaugh to establish a fund for the deposit of funds which would then be transferred to the sewage bond and interest fund.

***Motion to pass ordinance 809-2012, Guardian TIF Fund, on the first reading by: Chris Fought***  
***Seconded by: Julia Bell*** ***Vote: All Ayes***

***Motion to suspend the rules and pass ordinance 809-2012 on the second reading by: Chris Fought***  
***Seconded by: Julia Bell*** ***Vote: All Ayes***

***Motion to further suspend the rules and pass ordinance 809-2012 on the third and final reading by:***  
***Chris Fought*** ***Seconded by: Julia Bell*** ***Vote: All Ayes***

**Claim Registers – APV # 36336 to 36435**

***Motion to approve by: Chris Fought*** ***Seconded by: Julia Bell*** ***Vote: All Ayes***

#### **Comments by Members of Council and Administration**

*Police Chief Bryan Shearer:* The new employee policy manual changes the vacation policy for city employee to annual rather than anniversary date basis. The effective date of the manual is May 1, 2012. Chief Shearer, along with City Clerk-Treasurer requested that council allow the vacation policy be retroactive back to January 1, 2012 in order to be on track by the end of the year.

***Motion to make the employee hand book effective May 1, 2012 with the exception of the new vacation policy which will be effective January 1, 2012 by: Chris Fought***  
***Seconded by: Becky Gray*** ***Vote: All Ayes***

*WWTP Superintendent Mark Schultz:* Mark thanked Julia Bell for touring the plant and also thanked Mayor Fisel and Clerk-Treasurer Barb Hawn for all that was done to revise the employee policy manual.

*Street Superintendent Mike Burdette:* Mike thanked the city departments for their help during the semi-annual citywide clean up last weekend.

*Clerk-Treasurer Barb Hawn:* Barb informed council that the recently received undistributed funds from the state could be transferred into the rainy day fund by ordinance. The rainy day fund allows for use for any lawful purpose. If council desires, the city attorney can prepare an ordinance for the next meeting. There was no formal motion, but council asked the attorney to pursue.

#### **Adjournment**

***Motion to adjourn by: Chris Fought*** ***Seconded by: Julia Bell***