

February 16, 2021

The Trail Creek Town Council met in regular session on Tuesday, February 16, 2021 at 7:00 p.m., at the Town Hall, 211 Rainbow Trail, Trail Creek, Indiana. Meeting was done via zoom. Council Member; Scott Silcox not in attendance.

**Minutes** A motion was made by Mr. Pizarek to approve the meeting minutes from January 2021 as written, motion was seconded by Mr. Kubik and then was unanimously carried.

**Approval of Fund** Ms. Denham reported that the fund report for January 2021 is unavailable due to the rollover of the year 2020. Council President: Mrs. Heath indicated this would be tabled until March 2021 meeting.

**Approval of Claims:** Clerk, Joshleen Denham shared the APV for payables for the month of January 2021. Mr. Pizarek asked about the negative balance in fund # 278 for the CCMG grant. Ms. Denham verified that the funds were received. A motion was made by Mr. Pizarek to approve the bills and motion was seconded by Mr. Kubik and was then unanimously carried.

**Correspondence:** None

**MS4:** Ms. Kate Doyle in attendance to report:

- Totals: seven plan reviews, three site inspections and eighteen routine inspections
- Social Media: 367,563 hits up 20,000 from last month

**Attorney:** Bill Herrbach in attendance to report:

- Investigations on ordinance violations and charges, working with the Marshal's Department on this.
- Letters;
  1. Owners of the property behind Traditions Event Center off Hwy 20 regarding clean up of property
  2. Advertising Signs in some of the town right of ways; 2811 Michigan Blvd

**Engineer:** John Doyle, Town Engineer not in attendance; Ms. Kate Doyle reported:

- 2021 Street Improvement Projects: The LTAP plan has been updated and should be sent down state for approval. Ms. Denham confirmed that the deadline for the first approval of the plan has closed. We will be prepared for the second call of the grant.
- Final Pay for Woodruff & Sons and Reith Riley; A motion was made by Mr. Pizarek to approve the final payment for Woodruff & Sons in the amount of \$ 24,761.84 motion was seconded by Mr. Kubik and was then unanimously carried.

**Park:** No Report

**Planning and Zoning:** No Report

**Building Report:** No Report

**Police Department:** Marshal Dick in attendance to report:

- Grant: Spoke about last month, in the final stages of gathering information. Will have a report next month.
- A special thank you from the Marshal to Street Commissioner; Chris Ott on keeping the town hall and police station clear of snow.
- Law Enforcement Continuing Education: Each officer receives hours of training.

**Street Department:** Chris Ott in attendance to report:

- Working round the clock to clear snow from roads
- Purchase of the "dump trailer" complete

**NIRPC:** No Report

**Old Business:** None

**New Business:**

- Ordinance on staggering terms for elected officials. This ordinance will be tabled, until council can appoint one council member per district.
- Cell phone reimbursement for Administrative Assistant: After a lengthy discussion council decided to put code enforcer phone number suspension to preserve the phone number and purchase a new phone line for the admin assistant. A motion was made by Mr. Pizarek to approve the admin assistants cell phone bill in the amount of \$60.00, motion was seconded by Mrs. Gralik. A motion to purchase a new phone line for the admin assistant was made by Mr. Pizarek and then seconded by Mr. Kubik and then unanimously carried.
- Inventory on Code Enforcers phone: Per the attorney, should be inventoried into the clerk's office for disbursement.
- Memo of Understanding for the MC Baseball League: Attorney Herrbach gave a brief history of the league for new members of council. A motion was made by Mr. Pizarek to approve the MOU as stated, motion was seconded by Mr. Kubik and then unanimously carried.
- Street Commissioner Quarterly Pay: Council President; Mrs. Heath indicated that Chris Ott. After several months of approval shall received the quarterly pay of \$1000.00 per Qtr, a total of \$ 4000.00 per year. A motion was made by Mr. Pizarek to approve this quarterly pay, motion was seconded by Mrs. Gralik and then unanimously carried.
- St. Stan's 5k Walk/ Run: Mrs. Heath asked Marshal Dick how the run went last year and was there any concerns; Marshal Dick reported there were no problems. A short discussion that will be tabled on charging back any organization that chooses to have this race the costs for overtime for the police department and the street department. This discussion will be tabled until a committee can be formed to discuss further. A motion was made by Mr. Pizarek to approve the St. Stans Race for June 05, 2021 with an 8:00 am start, motion was seconded by Mrs. Gralik and then unanimously carried.

**Public Comment:** None


**Clerks Comment:** Ms. Denham reported that the Annual Financial Report will be submitted through gateway this month.

**Council Comment:** Mr. Pizarek indicated that he would like to see the zoom meetings put on the website. Ms. Denham indicated that once the AFR is complete and the town hall settles from the refuse payments, that will be the next priority. With no further business a motion was made by Mr. Pizarek to adjourn the meeting at 7:58 pm, motion was seconded by Mr. Kubik and then was unanimously carried.

**APPROVED:**

  
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Jennifer Heath, Council President

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Scott Silcox, Council Vice President

**ATTEST:**   
Joshleen M. Denham, Clerk-Treasurer  
March 16, 2021