

September 20, 2022

The Trail Creek Town Council met in regular session on Tuesday, September 20, 2022, at 7:00 p.m., at the Town Hall, 211 Rainbow Trail, Trail Creek, Indiana. Mr. Jennifer Heath, Council President led us in the pledge of allegiance.

Special Guests:

1. Pam Krueger / HR Consultant: Wanted to introduce herself and offer her assistance with the employee policy / handbook. Council signed a contract with her a few months ago to help with the policy. Council President, Jennifer Heath thanked her for coming. Ms. Denham, Clerk-Treasurer indicated that a meeting should be scheduled soon so that we can work through the policy with Ms. Krueger. Ms. Heath stated that she will look at the schedule and get a meeting scheduled very soon.
2. Kristin Wozniak- St. Stan's Representative her to ask council approval for the annual St. Stan's 5k Walk/Run for June 03, 2023 utilizing the same route. A motion was made by Mr. Silcox to approve the race for June 03, 2023, motion was seconded by Mr. Pizarek and was then unanimously carried.

Minutes A motion was made by Mr. Silcox to approve the meeting minutes from August 2022 as written, motion was seconded by Mr. Kubik and motion was unanimously carried.

Approval of Fund Report: Clerk Treasurer, Joshleen M. Denham gave council the Fund Report for August 2022. A motion was made by Mr. Pizarek to approve the fund report, motion was seconded by Mrs. Gralik and the motion was unanimously carried.

Approval of Claims: Clerk Treasurer, Joshleen M. Denham gave copies of the bills to council for August 2022. A motion was made by Mr. Kubik to approve the bills as presented, motion was seconded by Mrs. Gralik and then was unanimously carried.

Correspondence: None

MS4: Kate Doyle, not in attendance. Ms. Denham indicated she did speak with Ms. Doyle and she is still trying to get a meeting together with Mr. Wahl, Pottawattamie Park and Michiana Shores.;

Attorney: Attorney Christopher Willoughby in attendance to discuss:

- Evergreen Plaza concerns by Marshal Dick. Letter to be sent to property owner regarding violations and concerns by Attorney Willoughby. Marshal and Attorney to report back with status next month.

Engineer: Engineer Matt Miniell, Haas & Associates in to report:

- No Outstanding Permits

- Spoke with Engineer, Tim Haas regarding two septic's going in on Welnetz. Michigan City Sanitary District has approved, no further communication with contractor
- Finalizing Purchase Orders for CCMG for 2019 & 2020

Park: No Report. Council President, Jennifer Heath to contact Park Board President, Jim Ganschow to find out when they can meet.

Planning and Zoning: Council Vice President and Planning/Zoning Liaison, Peter Pizarek Willoughby indicated that a variance meeting was held, and the board approved requested variance for 2811 E. Michigan Blvd with conditions. Mr. Willoughby to have variance approval ready for council review at next board meeting in October 2022.

Building Report: Building Commissioner Steve Thomas in to report:

- Arnett & Associates not in compliance, Attorney Chris Willoughby to review paperwork submitted by Building Commissioner.

Police Department: Marshal Dick in attendance to report:

- Properties on Utility Easements; If part of your property is on a utility easement, it must be maintained by the property owner. A utility easement is owned by the property owner but has restricted use. After a lengthy discussion by council, attorney, and Marshal it was decided that Council President, Jennifer Heath would contact via phone the residents with concern on the issue of maintaining their utility easements.
- Bethany, Evangelical Lutheran Church gave Trail Creek Police Department a donation of \$750.00. Thank you to Bethany for the donation, as it will be used toward Halloween and other police needs.
- Halloween 2022: Council President, Jennifer Heath stated that we normally will follow what Michigan City is doing, and they have not at this time released their date and time. Will find out and let our residents know.

Street Department: Mr. Joseph Zerbes not in attendance but provided a memo report read by Council President, Jennifer Heath.

- Leaf Pick Up begins Oct 17-December 16, 2022 weather permitting.
- Bleachers at parks are being repainted
- Hotbox quotes

Old Business.

- 2022 Street Improvement: Sealed Bids (one bid received, Rieth Riley)
- Engineer opened bid and read aloud
 1. Base Bid with sites 1,4&5: \$64,075.00
 2. Alternate A Site 2 \$20,470.00
 3. Alternate B Sites 2&3i: \$ 39,140.00
 4. Alternate C Sites 2i & 3i \$ 24,148.00

TOTAL: Based on what council picks

After a lengthy discussion, a Motion made by Mr. Silcox to allow Council President to make the decision on Base Bid and alternate work as specified by the bid, motion seconded by Mr. Pizarek and was then unanimously carried.

New Business:

- Agreement with Michigan City on storing the towns leaves; A motion was made by Mr. Pizarek to accept the agreement as written, motion seconded by Mr. Kubik and then was unanimously carried.
- **First Public Hearing on 2023 Budgets:** Ms. Denham indicated that she would read through the budgets by fund and then answer questions if needed. She did state that "We have a balanced budget". Ms. Denham stated that Trista Hudson with Cender and Dalton helped to prepare this balanced budget.

Immediately following the budget reading, Council President, Jennifer Heath indicated that the LIT Public Safety was meant to be used as supplemental. Ms. Denham responded by saying, the LIT Public Safety is meant to help to ease the burden on the General Fund and is budgeted for 2023 for public safety use. Ms. Denham provided council with the budget report from Gateway, showing them the LIT Fund has been budgeted for \$101,000.00 for 2023. This money will be used for Police Salaries, gasoline, and supplies, which is the intended use of the fund. Council President, Jennifer Heath indicated that it is not the decision of the clerk-treasurer, that it is councils' decision to approve the budget. Ms. Denham acknowledged and stated that if we move those expenditures back to the general fund, the general fund will need a reduction of \$100,000.00. Ms. Heath acknowledged that and stated that we can find the reduction. Ms. Denham again stated that council had three meetings to discuss the budgets and that they were went over meticulously.

After a lengthy discussion by Ms. Denham, Clerk Treasurer and Council it was decided that we would have a special meeting with Trista Hudson from Cender and Dalton to bring more awareness to this budgeting concern.

A special meeting will be scheduled for September 26, 2022 at 6:30 pm.

Public Comment:

- Laura Saenz; 620 Black Oak Drive: Ditch / Utility Easement near property. Her neighbor, Jim Campbell at 621 Black Oak Drive spoke at the August meeting about this concern. She went on to say that had the minutes been uploaded to the website from August she may not need to be at this meeting. However, her concern is "Who is to maintain this ditch"? Last month, Council indicated a call to Nipsco would be made. Mrs. Saenz indicated that Nispeco dumped all their tree trimming debris back there. She does not believe the property is hers, she believes it is the neighbors. Council President, Jennifer Heath indicated she would check with the Street Commissioner, Joe Zerbes to find out what he has done thus far. If it is not taken care of, it will be considered an ordinance violation. Council will look into further.
- Tony Rodriguez; LaPorte County Office of Economic Development to discuss the TIF District (Tax Increment Financing)
 1. Wanted to thank Attorney Willoughby and Council for creating the Redevelopment Commission
 2. Would like to schedule a meeting for September 27, 2022 at 6:30 pm to discuss in detail the necessary steps to get the TIF District procedures going.

3. Ms. Denham, Clerk-Treasurer will get the notice of meeting to the paper.

Clerks Comment: No Report

Council Comment: Ms. Heath shared concerns of the service residents are receiving with their refuse pick up. It was decided to invite both a representative from Borden and Lakeshore to the next meeting to discuss these concerns in an open forum.

Adjourn: A motion was made by Mr. Pizarek to adjourn the meeting at 8:15 pm, motion was seconded by Mr. Silcox and the motion was then unanimously carried.

APPROVED:


Jennifer Heath, Council President

Peter Pizarek, Council Vice President

ATTEST: 
Joshleen M. Denham, Clerk-Treasurer
October 17, 2022