

October 18, 2022

The Trail Creek Town Council met in regular session on Tuesday, October 18, 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. Council Member, Sharon Gralik not in attendance.

Special Guest: Bordon Representative; Erik Ivory and LakeShore Representative; David Workmen in at the request of council to address some concerns with the garbage pickup. Council and Ms. Joshleen Denham, Clerk-Treasurer shared concerns such as residents being missed, cart size and large item pick up. Mr. Ivory indicated that he would bring back the concerns to both Borden and Lakeshore for discussion and let the town know some of his resolutions on our concerns. Council President: Jennifer Heath and Ms. Denham gave contact information for follow up.

Minutes A motion was made by Mr. Pizarek to approve the meeting minutes from September 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 September 2022. A motion was made by Mr. Kubik to approve the fund report, motion was seconded by Mr. Silcox and the motion was unanimously carried.

Approval of Claims: Clerk Treasurer, Joshleen M. Denham gave copies of the bills to council for September 2022 in the amount of \$91,603.33 (NINETY ONE THOUSAND, SIX HUNDRED AND THREE DOLLARS AND THIRTY THREE CENTS) A motion was made by Mr. Kubik to approve the bills as presented, motion was seconded by Mr. Pizarek and then was unanimously carried.

Correspondence: None

MS4: Kate Doyle, in attendance.

- Council President and Kate Doyle to schedule meeting with surrounding entities regarding an MS4 Program.

Attorney: Attorney Christopher Willoughby in attendance to discuss:

- Sent letters to some residence on Black Oak regarding mounting concerns about the maintenance of utility easements.
- Evergreen Plaza Concerns: Per Attorney, a lot of progress has been made on ordinance concerns. Attorney will continue to work with Marshal Dick on this matter.

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

2022 Town Pavement Project: Work on Greenwood Avenue, Welnetz Road and Canary Place was completed by Rieth Riley. Mr. Miniell to review invoice and close out in November.

- 110 Melody Driveway: Drainage issues taken care of as well, no problems.
- INDOT CCMG (Community Cross Match Grant) 2019 & 2020 Close Out Documents: Haas & Associates has been working to complete the close out process. 2020 has been closed and INDOT has a pay notice of \$6,638.05 owed back to INDOT. Ms. Denham indicated she does have the paperwork and will pay once 2019 close out is complete.
- CCMG Call#1 2023 will began in January 2023
- Asset Management Plan for streets must be completed annually to be eligible for the grant. Haas & Associates to work with John Doyle and Associates to get the current plan in excel format. This will ultimately save the town money as it is already set up by street for the rating. Asset Management Plan due in December 2022 to be eligible for the January 2023 Grant.
- Title 6 Plan: Attorney Christopher Willoughby will work with Haas & Associates to complete this.
- ADA Compliance: Haas & Associates will review and bring town to compliance if needed.

Park: No Report. Council President, Jennifer Heath to contact Park Board President, Jim Ganschow to find out when they can meet. New Business Line item: Pritz Park sign to be handled by the Park Board.

Planning and Zoning: No Report

Building Report: Building Commissioner Steve Thomas not in attendance.

Police Department: Marshal Dick in attendance to report:

- Halloween; October 30th, 2022, from 4-6pm; Officer will be at Nelson Park handing out candy and hot chocolate.
- New Vehicle: 2022 Dodge Durango; awaiting some of the upfit; some delays

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

- Leaf Pick Up begins Oct 19-December 16, 2022, weather permitting.
- Town Dump Trucks: Department of Transportation inspections complete
- Stick, Limbs and Branch Pick UP: Only storm damage will be picked up
- Last Yard Waste Pick up will be November 07, 2022. (in the cart)

Old Business: None

New Business:

- Blue Prince / City View Software (Permitting & Code Enforcement Software) Attorney Review: Attorney Willoughby indicated he did review the contract and there are only minor changes.

Although this software was approved during the July 19, 2022, Town Hall Meeting, and the funds were to be coming from the CCI fund as per Ms. Denham, Council expressed more concerns.

Council President: Jennifer Heath sighting that the \$20,000.00 startup fee would cost the residents \$21.30 per household. As stated at the July 2022 meeting Ms. Denham indicated that revenue received from permits in 2021 was \$19,456.25 and \$9215.00 in contractor registrations totaling \$28,671.25 in revenue. The permitting and code enforcement software would be a \$20,000.00 initial cost for implementation and a \$10,000.00 per year maintenance which would include updates, further implementation of new permits or ordinances and software support for all staff utilizing the program. These monies would be coming out of the CCI fund as this is the intended use for this fund.

Council Vice President, Peter Pizarek indicated that the county is moving toward Geo-Permitting through Beacon. Council President, Jennifer Heath indicated that if the county is moving in this direction, it may be best for us to move in this direction. Ms. Denham stated that we must be careful when comparing our small town to a county with a population of approximately 112,000 people. Ms. Heath stated, we must be looking out for all departments. Ms. Denham agreed and said this software is crucial for our town to move in an upward technological direction. After a lengthy discussion, it was decided that until Ms. Denham can investigate the Geo-Permitting software by Beacon, council would hold off on the software.

- 2023 Adoption of Budgets: Council agreed that we would continue the budget adoptions at a special meeting to be scheduled for October 25, 2022, at 6:15pm. A motion to do this was made by Mr. Pizarek and then seconded by Mr. Kubik and then unanimously carried.

Public Comment:

- Kit Owens; 221 Old Mill Road: Questions regarding LIT and Redevelopment Commission
- Tom Levendoski; 233 Old Mill Road: Redevelopment Questions.
- Robert Paul; 412 Black Oak: Utility Easement Concerns, Attorney Willoughby indicated that yes, it is the resident responsibility to maintain easement.

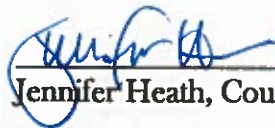
Clerk Comment: Ms. Denham, Clerk-Treasurer asked that the building committee for the Town Hall remodel schedule a meeting. Meeting scheduled next week Tuesday, October 25, 2022, at 6:15pm to follow Budget meeting.

Council Comment:

- Council Vice President Peter Pizarek would like to see an additional increase 10% increase to police salaries, in addition to the 10% increase in the 2023 budgets. All council members agreed. Ms. Denham, Clerk-Treasurer asked where would this money be coming from? She stated all but \$7,000 of the \$108,000 has been allocated for 2023 out of the LIT Public Safety Fund. There was a short discussion, and it was decided that council would review the budgets and have some ideas at the November Meeting.
- Mr. Pizarek would like to wish Council President, Jennifer Heath a Happy Birthday!

Adjourn: A motion was made by Mr. Pizarek to adjourn the meeting at 8:35 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

November 15, 2022