

June 20, 2017

The Trail Creek Town Council met in regular session on Tuesday, June 20, 2017 at 7:00 p.m., at the Town Hall, 211 Rainbow Trail, Trail Creek, Indiana.

Council President, Warren Schacht, led us with the Pledge of Allegiance via conference.

Special Guest: Jennifer Birchfield, Septic Awareness Program. Ms. Birchfield offered promotional information such as pamphlets, yard signs and magnets to remind residents to have their septic cleaned or pumped every 3-5 years. If you would like a sign, please put your name on the sheet with address as this program will only be for June and then they will pick up the yard signs. She thanked council for their time.

Minutes A motion was made by Mr. Silcox to approve the meeting minutes from MAY 2017 as written; motion was seconded by Mr. Bayler, and was then unanimously carried.

Approval Of Fund A motion was made by Mr. Bayler, accept the MAY 2017 Fund report; the motion was seconded by Mrs. Heath and was then unanimously carried.

Approval of Claims A motion was made by Mr. Silcox to pay bills in the amount of \$90,833.60 (NINETY THOUSAND EIGHT HUNDRED THIRTY THREE DOLLARS AND SIXTY CENTS) the motion was seconded by Mr. Bayler and was then unanimously carried.

Correspondence: Ms. Joshleen Denham, Clerk-Treasurer read aloud a letter from St. Stan's, Patrick Kroehler thanking the council, street department and police department for their assistance with the 5k walk/run race this year. He asks for continued support from the town for the 2018 race next year. Marshal Steve Dick indicated that the race went smooth and there were no problems.

Department Reports:

MS4: Kate Doyle, MS4 Coordinator in attendance. She indicated there was no report from the MS4 meeting last attended due to not having a quorum. However, she did have a box of bags from the "Bags on Board" program she gave to Ms. Joshleen Denham for our residents. She pointed out that her dog Ollie is now the mascot for the program and is pictured on the product.

Attorney: Mr. Herrbach in attendance.

- Building Codes: Implementation July 01, 2017. Bill will work with Ms. Denham on getting a letter sent to all residents regarding the implementation.
- Sign Permits: Will be getting some requests from Evergreen Plaza, Dr. Kora, owner of part of the building has been in contact with a sign company and will forward a design to Bill Herrbach when it is available.

- Refuse Ordinance: A motion was made by Mrs. Heath to approve the new refuse ordinance; motion was seconded by Mr. Bayler and was then unanimously carried.
- Employee handbook; Bill is updating the handbook and would like for each department manager to review for any changes.
- Franchise Fee; Awaiting information from the state

Engineer: Mr. Doyle in attendance.

- Spoke with a representative from INDOT regarding the drainage on Highway 20. They are not prepared to do anything more than the installation of the bigger pipes during construction of the highway. The LPA (Local Public Agency) will have to take care of the problem. However, INDOT does acknowledge there is a problem. Council President asked Attorney Bill Herrbach if there was anything we can do legally, like a letter. Bill indicated that we can't force the state to change their plans. Bill also stated that our Engineer, John Doyle is very capable of communicating with INDOT regarding our concerns and has done so but to no avail. Mr. John Doyle stated that Trail Creek is not the only entity affected by these plans.
- 2017 Street Improvement Project; Mr. Doyle indicated that an Asset Mangement Plan was created by Doyle & Associates showing a passer rating on all streets. Council will review the plan and this will be dicussed again next month.

Street Department: Mr. Jeff Bruder in attendance. Ms. Joshleen Denham, Clerk Treasurer asks council that Mr. Bruder be allowed to report first as he as to return to Michigan City Fire Department to report for duty.

- Chipper: Mr. Bruder indicated that the chipper was delivered on June 06, 2017 and that all of the street employees have been trained. Jeff will be purchasing safety equipment for all employees who will be working on or around the chipper.
- Pritz Park: Street Commissioner reported that a good portion was the park has been cleared and cleaned up.
- 132 Sarah Jo: Attorney Bill Herrbach brought council up to speed regarding this property. Michigan City township assessor's office data collectors found through aerial photos, a pool that if full of water with a flimsy cover. This property had a house on it, that burnt down several years ago and because of the overgrowth of vegetation, it went unnoticed. A certified letter was sent to the owner regarding this safety issue with some resolution on how to bring to compliance. Council briefly discussed the concern that the property owner will ignore this. Council President Warren Schacht asked if filling it with sand would be an option. Mr. Bruder reported that after checking with a few contractors filling it with sand would turn it into quick sand. The only option

would be do completely level the property, this is estimated to be \$9,500.00. Mr. Bruder instead stated that perhaps we drain the pool and fence it in. Council Member, Jeff Studtman indicated that he knew the owner and he would contact him regarding this issue. Ms. Denham, Clerk Treasurer stated that the letter to the resident is dated June 05, 2017 and a considerable amount of time has already gone by. Council approved getting the area cleared and fenced in immediately. The property owner will be invoiced. If this bill goes unpaid, it will be forwarded to the town attorney for collection.

NIRPC: No Report

Park Department: Liaison for the Park Board, Scott Silcox reports that there will be a park board meeting before our July meeting. He states that it has been difficult to schedule a meeting since some of the board members have been on vacation.

Building Inspector: Steve Thomas in attendance. He reported that there is a house on Johnson Road that is in disrepair. He will look into this and get back with council.

Planning and Zoning: No Report

Police Department: Marshal Dick in attendance.

- Open House at Police Department: This will be scheduled next month.
- Radar Trailer; has been very effective.
- Foot Patrols: Random foot controls continue to be done on a regular basis.

Old Business:

- Building Codes (Attorneys Report)
- Franchise Fee Ordinance (Attorneys Report)

New Business:

- 2004 Chevy Tahoe Sealed Bids:
 1. Mark Quartuch; bid is \$601.00. Council discussed and decided that the vehicle is worth more. Motion was made by Mr. Silcox to reject the bid on the 2004 Chevy Tahoe, motion was seconded by Mr. Studtman. The vehicle will be put the paper again for seal bids at the July 18, 2017 meeting.

Public Comment:

- Jerraly Stark, 2109 Red Oak Drive in attendance.
- Lance Payne, 104 Penny Lane; in attendance to express his dismay and concern regarding an ordinance violation he received due to a boat he has parked on the right of way. After a short discussion it was decided that Mr. Payne will have to abide by the ordinance, one option is to park the boat in his driveway. Council Member, Jeff Studtman and Marshal Steve Dick will take a look at the situation. However, council will keep in mind the potential of revising that ordinance.

Clerk-Treasurer's Comment: Ms. Denham in attendance to report:

- Annual ILMCT Training (Indiana League of Municipal Clerk-Treasurers): This training was held June 11-15, 2017 at the Belterra Resort in Florence, Indiana. Both Tuesday and Wednesday were State Board of Account Called Meetings. Ms. Denham indicated that there was many new changes but among one of the new changes in legislation effective July 01, 2017 is the MVH spending. In the future MVH distributions must be tracked, with at least 50% of those distributions being spent on construction, reconstruction and maintenance of the streets. Ms. Denham will work with Street Commissioner, Jeff Bruder to help to track time and supplies. There will be approved forms but the State Board of Accounts that will need to be filled out and forward periodically. A new fund would need to be opened, titled: MVH Allocated. The old fund will change to MVH Unallocated. All allocated expenses will be tracked for the 50% expenditure.
- Ms. Denham reported that the town has receipted in the June 2017 Property tax settlement in the amount of \$ 310,348.57
- INDOT Cross Matching Grant: Ms. Denham indicated that there needed to be revisions made to the LTAP Asset Management plan. Those changes were made with the help of Jeff Swanson with John Doyle and Associates. Once revised they were emailed again to LTAP Coordinator Meredith Camp for approval. We should hear in the next few days if it has been approved or if they need more information. Once approved, Ms. Denham will work with Mr. John Doyle, Town Engineer on the "from and to points" of the streets being repaired under the grant. A financial commitment letter will also be needed indicating the streets for repair as well as which fund the towns portion will pay out of. This year INDOT will give 75% to small towns fewer than 10,000 in population and the town would be responsible for 25% of the street improvement project covered under this grant.

Council Comment: Mrs. Health commented on a complaint that was posted on the "Next Door" Application. The comment indicated that the street department had sprayed a poison on some lawns. The street department did not spray any chemical on any resident's yard. The comment has since been taken down.

Mr. Silcox commended Marshal Dick for the situation that occurred last week at Evergreen Plaza. A round of applause was given for the Marshal.

There being no further business a motion was made by to adjourn the meeting at 8: 15 pm; motion was seconded by and was then unanimously carried.

APPROVED:



Warren Schacht, Council President
Jennifer Heath, Council Vice President

ATTEST: 
Joshleen M. Denham, Clerk-Treasurer
July 18, 2017