

## **Minutes of the Wingate Town Council Meeting Held April 9, 2024**

### **ROLL CALL**

The Wingate Town Council Meeting began at 6:00 p.m. Council Members Kyle Campbell and Andrew Lorenz were present, but newly appointed member Curt Hadley was absent.

Also present and reporting on behalf of the Town were town Maintenance Supervisor Jay Busse of Busse Excavating, Troy Ellis of UMAC, and Janet Alexander and Suzy Bass of Local Government Services.

Kyle Campbell asked Janet Alexander to direct the meeting.

### **APPROVAL OF MINUTES**

The meeting minutes from March 19, 2024, were presented for approval. Kyle Campbell motioned to approve the minutes as presented, and Andrew Lorenz seconded it. The motion was put to a vote, and it was carried.

### **PUBLIC COMMENTS**

Janet Alexander asked if anyone from the community wished to speak on any matter not listed on the agenda.

Park Improvement Committee – Katie Wilson and Joyce Stonecipher were present and asked for an update on the status of the Read 180 Grant. Janet Alexander said she spoke with Rose Scovall today and learned that the applications were still under review. Janet stated that she would notify the committee when she hears anything new. Also, she stated that upon award, she would like the committee members to participate in a conference call concerning the “procurement rules” that must be followed to comply with the grant terms.

### **DEPARTMENT REPORTS**

#### **Water & Sewer Operations**

UMAC Water & Sewer Operations Report – Troy Elless stated that the Lead Line Inventory is nearly complete. He stated that Sherry Winters of Water Compliance Tech, the consultant hired to assist the Town with compliance, has picked out 20%, or specifically nineteen households of the town residences, to be visually inspected. He also reported that in February, the Wastewater Treatment plant had ammonia violations; however, there were no violations in March. Lastly, he stated that the Water Quality Report will be ready to mail to customers in May. This report must be sent annually on or before July 1<sup>st</sup> of each year.

**Town Maintenance**

Town Maintenance Supervisor's report. Jay Busse reported that he has turned the water on at the park and that he and his employees have begun mowing the park and around town. He stated that he would need to purchase two tri-axel loads of #53 stone to use to grade the alleys. Each load will cost \$600.00. He also stated that he has begun the septic tank rotation and has pumped six (6) since the middle of March.

**Town Marshal**

Town Marshal Jared Kirby was absent. The Marshal provided a written report to the Board regarding March calls for service.

**Coal Creek Fire & Rescue – Fire Chief Darren Forman**

Fire Chief Darren Forman was absent. However, he gave his monthly report to Jay Busse, who stated that there have been thirty-two (32) calls for service as of this year. There were nine (9) calls in March: six (6) were requests for medical assistance and (3) were fires.

**Clerk Treasurer's Office Report**

There were no reports presented.

**FINANCIAL REPORTING**

Janet Alexander presented the town's financial reports. The Financial Reports for March 2024, including the Fund Report, Appropriation Report, Bank Statement, and Bank Reconciliation, were presented, and reviewed. Kyle Campbell made a motion to approve the reports as presented. Andrew Lorenz seconded the motion. The motion was put to a vote, and it was carried.

The Accounts Payable Docket dated April 9, 2024, for a total of \$27,146.91, was presented. Kyle Campbell motioned to approve the Accounts Payable Claims docket as presented. Andrew Lorenz seconded the motion. The motion was put to a vote, and it was carried. There were no Utility Adjustments requested.

**OLD BUSINESS**

Janet Alexander stated that the Capital Asset Report prepared by London Witte Group was completed and the information was submitted in the Annual Financial Report. She had planned to provide copies of the supporting reports; however, they are in Excel, and she has not been able to print them out.

Establishment of a Town Park Board. Janet Alexander reviewed Indiana Code title 36 – 10 regarding establishing a Park Board and advised the Board and the members of the Park Improvement Committee to do the same. It was her impression the creation of a Park Board would be more complicated than initially believed. Janet suggested that the Town Council use the existing Town Ordinance and adopt a resolution appointing the advisory committee members. She advised the Park Improvement Committee members to organize officers and present this list to the Town. Andrew Lorenz made a motion to table

the appointments to the Advisory Board. Kyle Campbell seconded the motion. The motion was put to a vote and the motion was carried. Tabled.

The next item on the agenda was Cats Limited—Madison Cawthorn. The requestor did not appear, so the matter was tabled and will be on the May agenda.

Special Trash Collection The Board discussed the Spring Clean-up Day scheduled for the first Saturday in June. This year it will take place on June 1, 2024. They decided that it would be held from 9:00 a.m. until 3:00 p.m. Jay Busse called and spoke with the owner of T & S Trash Service, Sam Newlin. The contract with T & S Trash service includes one clean-up day per year, and the vendor is required to provide two full-sized roll-offs and a half-size roll-off. The board would also like to include additional roll-offs for tires and electronics. Sam agreed to provide each of those additional roll-offs for \$300.00 each. A discussion was held. The board agreed that if needed, they would double the number of roll-offs for a total of nine (9). This includes the 2.5 that are included in the contract.

In addition to junk, trash, tires & electronics. T & S will also accept junk cars. This service will be coordinated with Jay Busse. Jay also agreed to assist the town with collecting and disposing of large household furniture such as sofas.

At the last meeting, the Board discussed providing Town residents with a coupon proving residency. However, after talking it over, the Board members decided that they could use a list of residents and ask for identification. The Board asked Janet and Jay to write a letter to town residents about the clean-up day, explaining what types of things would be accepted.

The roll-offs will be in the fire station lot. Kyle Campbell will ask Coal Creek volunteer firefighters about helping that day.

Municipal Impact / Rural Impact Website Janet Alexander reported that the website is being built. She still needs to schedule a meeting with the trainer to learn how to maintain it. She also stated that she had not made any progress on getting the IN.Gov domains set up but has received a notice from the State of Indiana that we can get domains assigned for free. She will get this arranged before the next meeting in May.

Janet emailed Stu Weliever and asked him what to do about the Notice of Redemption on the old bank building. He suggested reaching out to the attorneys to discuss the possible donation of the property to the Town. She called and left a message. She will also talk with Tom Klein in Montgomery County to see what other options the Town may have.

Kleinpeter Consulting Group Update on Planning Grant application process. Janet stated that Mike Kleinpeter emailed her that the Wingate wage survey had been sent out. She reminded the Board that at the last meeting, Mike had left an Agreement For Professional Grant Administration Services, which was to be approved at this meeting. She stated that she had not heard back from Stu and asked the Board to table consideration of the agreement table until the May meeting. They agreed.

Each member was provided with copies of the draft Town Code and American Legals Legal and Editorial Research and Report. Janet Alexander requested that the members review the two documents provided before the May meeting. She explained that this review aims to determine whether the existing code contains ordinances that are no longer required or allowed since its initial adoption. The deadline to respond with comments back to American Legal is June 10, 2024. Additional drafts were provided to Jay Busse and Jared Kirby for review.

Janet reminded the Board members that there is a second Read Grant fund managed by the Greater Lafayette Chamber of Commerce. She suggested that the Town consider submitting applications for the purchase and demolition of the Bank Building. This would only be workable if we could take possession of the building. Also, she suggested that we might apply for funding if OCRA does not approve our planning grant application. Janet will contact the organizers to obtain an application.

Brick Flower Boxes Kyle Campbell obtained a quote for \$1,930.33 to repair the brickwork flower boxes in front of Town Hall. Andrew Lorenz made a motion to approve the quote as presented, which Kyle Campbell seconded. The motion was put to a vote, and it was carried.

Kyle Campbell presented the 2024 annual Coal Creek Volunteer Fire Department contract. They requested that the Town pay \$4,500 in 2024. The Town has paid the department \$4,500.00 each year for the last several years. Andrew Lorenz made a motion to approve the contract as presented. Kyle Campbell seconded the motion. The motion was put to a vote, and it was carried.

Janet Alexander stated that she had provided the Council Members with W4s and I-9s. She requested that they fill them out and return them next month.

#### **PUBLIC COMMENT**

Troy Teeter announced that the Car Show flyer is available and asked people to share it and post it.

#### **ADJOURNMENT**

As there was no further business to be conducted by the Town Council, a motion to adjourn to 7:08 p.m. was made. The next regular meeting of the Town Council is scheduled for 6:00 p.m. on May 14, 2024.

Respectfully submitted,



Kyle Campbell  
Council President and Acting Clerk-Treasurer