

Minutes of the Wingate Town Council Meeting

Held June 11, 2024

ROLL CALL

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

Maintenance Supervisor Jay Busse of Busse Excavating was also present and reported on behalf of the town. Janet Alexander and Suzy Bass of Local Government Services were also present. Marshal Jared Kirby and Troy Ellis of UMAC were absent.

Council President Kyle Campbell asked Janet Alexander to facilitate the meeting.

PUBLIC COMMENTS

Janet Alexander asked if anyone from the community wished to speak on any matter not listed on the agenda. Mike Novac, RCAP Rural Community Assistance Program, visited the wastewater utility. He explained that Troy Elless invited them to look at the lagoon and made suggestions about lagoon management.

APPROVAL OF MINUTES

The meeting minutes from May 14, 2024, were presented for approval. Kyle Campbell motioned to approve the minutes as presented, and Curt Hadley seconded. The motion was put to a vote, and it was carried.

DEPARTMENT REPORTS

Town Maintenance Supervisor Jay Busse reported that the new basketball goals have been installed. He also stated that the lead and copper survey is done. Sherri Winter will submit the report to the State on the town's behalf. He also noted that the cleanup day was a success. He also stated that Leary Construction Company had changed the date for the water tower maintenance to the week of June 24th. Jay also reminded the Council that he plans to replace the galvanized before the tower maintenance project begins.

He also stated that the two 2-inch flush hydrants need to be replaced before winter. Jay stated that these would cost \$6,000 each. A discussion was held. Jay explained that the parts would cost \$4,200 and the labor would cost \$1,200 to \$1,500. Kyle Campbell

made a motion to approve purchasing and replacing the flush hydrants. The motion was seconded by Andrew Lorenz. The motion was put to a vote, and it was carried.

Jay Busse also reported that Brendon Freeman plans to build five buildings (four houses and a business) on the west side of town and that services need to be extended for this project. A discussion was held concerning the proposed water and sewer line extension.

Kyle Campbell proposed to the Council that the Town hold off on purchasing the radio head meters. A discussion was held. Jay pointed out that there have been problems with the existing meter reading equipment and that it is possible that they would have to replace the current equipment. He estimated that it would cost at least \$10,000. A discussion was held, and then Andrew Lorenz made a motion to table the purchase of the radio meter heads for 12 months & to move forward on the flush hydrant project. The council discussed various options. Janet Alexander explained that the new radio head meter purchase was included in the town's adopted American Rescue Plan (ARP) plan document. The remaining balance of the ARP funds will be included in the 2025 budget, and the Council should consider amending the ARP plan document. Andrew Lorenz asked when we will begin the budget process. Janet Alexander explained that the budget will be presented in September for adoption in October. Curt Hadley seconded Andrew's motion to table the purchase. The motion was put to a vote, and the motion was carried.

Town Marshal Jared Kirby was absent, but his monthly report was provided to the members. The council reviewed the Marshal's report. They also discussed the success of the moveable speed trailer.

Coal Creek Fire & Rescue Daren Forman stated that the department received eleven calls for service in May. Nine of the calls were for EMS, and two were fire runs. Seven calls were for Wingate, and four were for New Richmond. There have been fifty-three total calls in 2024. He stated that five to six volunteers responded to each of the calls. Chief Forman also stated that the Sweet Corn Festival Committee is busy getting organized and has requested certificates of insurance to provide to the Town.

Kyle Campbell mentioned a letter from Coal Creek Fire & Rescue asking for \$1,500.00 more in the annual contract starting in 2025. The increase would be \$1,500 annually for three years, capping at \$9,000. Andrew Lorenz made a motion to approve the proposed increase. Kyle Campbell seconded the motion. The motion carried.

Park Advisory Board Joyce Stonecifer asked how to obtain approval of the proposed fundraising letter. Janet recommended that she email it to her, and she would share it with Kyle. Janet also suggested that the Committee contact Patronicity to assist with the fundraising project.

UMAC Water & Sewer Operations Report Troy Elless was absent, so there was no report.

Clerk Treasurer's Office Report Speaking on behalf of the Clerk Treasurer's Office, Janet Alexander stated that the public hearing for the 2025 Budget would be held during the September meeting, and the adoption of the budget will be held during their October meeting. The budget will be drafted in August. She explained that since Council President Kyle Campbell is a volunteer firefighter with the department serving Wingate and is, therefore, prohibited from voting on the budget, the adoption of the budget relies on the other two members.

Regarding the Town water wells, Janet stated that she spoke with the landowner, Andrew McCorkle, and learned from him that the Town has a 100-year lease on the property. The owner believes his parents granted the lease in the 1950's. She will continue to try to locate a copy of the lease from the County Recorder's Office. She was told that the document might be found in the older record books since it was described as a lease. The Recorders Office did not scan in the leases. She also stated that the requested cease & desist demand letter has not been sent yet.

FINANCIAL REPORTS

Janet Alexander presented the town's financial reports. The reconciled financial reports for April 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 provided. Andrew Lorenz seconded the motion. The motion was put to a vote, and it was carried.

The Accounts Payable Docket dated June 11, 2024, for \$40,832.57 was presented. Kyle Campbell made a motion to approve the claims as presented. Andrew Lorenz seconded the motion. The motion was put to a vote, and it was carried. Curt Hadley asked the Board to discuss the bank reconciliation & accounts payable docket. He would like more time to review the financials for the Town. Discussion held. Suzy Bass was invited to address Curt's question. The SBOA requires that the bank reconciliation be uploaded to the Gateway within 45 days after the end of each month. The objective of the bank reconciliation is to show that the bank balance, less any outstanding checks, is the same as the fund balance. A discussion was held.

Suzy Bass explained that a \$333.41 utility adjustment was presented for approval. Suzy Bass explained the reason for the deductions from three client accounts. Kyle Campbell motioned to approve the utility adjustment, seconded by Curt Hadley. The motion carried.

OLD BUSINESS

Approval of Crack Seal Project with Howard Company Jay Busse presented the quote for \$21,342 to crack seal all town streets at the last meeting. Janet Alexander explained that the Town could afford to do this project. However, they would have to adopt additional appropriations to cover the costs since this type of project was not included in the 2024 budget. A discussion was held. Jay explained that this is a one-time maintenance project. The members discussed when would be the best time to complete this work. They also discussed the proposed test strip of liquid road sealant. Andrew suggested that the test strip be laid down on a road near the Co-op. Jay Busse said he could request a quote for half the town this year and the other half next year. The Council asked Jay to contact the vendor and explore this option. The Council requested Janet to put this on the July agenda.

Approval of Electronic Speed Signage Quotes Andrew Lorenz motioned to table the purchase. Kyle Campbell seconded the motion. The motion was put to a vote, and it was carried. The matter was tabled.

OCRA Planning Grant -Timeline—Letters of Support Janet Alexander reminded the Council that the Town needs to obtain and provide letters of support from residents for its application for the planning grant. A discussion was held.

Voluntary Annexation of Town Park Janet Alexander explained that she spoke with Attorney Stu Weliever this morning and learned that his proposed annexation was limited to the section the church quitclaimed to the Town. He was unaware that the entire park property was outside of town limits. Stu will begin revising the petition. This will be on the next agenda.

ADA Transition Plan The plan prepared by Ken Smith was emailed to the Council last week. Kyle Campbell made a motion to pay Ken Smith upon receipt of an invoice and to table the review of the plan until August. Because the plan has several parts, the Council members agreed they would need to build a punch list to complete this project. Andrew Lorenz seconded this motion. The motion was put to a vote, and it was carried.

Codification - Review of Draft Code from American Legal Curt Hadley stated that the Council should meet to discuss the proposed code provided by American Legal in a separate work session. A discussion was held. The Board scheduled a meeting for Saturday, July 29, at 8:00 a.m. to discuss the code. The deadline for reporting to American Legal is July 12th. This matter will be on the July 9th agenda. Tabled. Curt agreed to take notes at that meeting.

NEW BUSINESS

Grant Agreement with Indiana Economic Development Corporation and the Indianapolis Metropolitan Planning Organization Subrecipient Agreement with Indianapolis Chamber of Commerce, Inc. Janet Alexander presented the Grant Agreement and Subrecipient Agreement between the Town of Wingate, Indiana, and the Indianapolis Metropolitan Planning Organization & the Indianapolis Chamber of Commerce, Inc. These agreements authorize the disbursement of up to \$192,100.00 READI 180 funds allocated to the Town of Wingate to construct a new pavilion at the town park. Andrew Lorenz and the other council members raised questions about how the town would fund the maintenance and upkeep of the building. A discussion was held. At the conclusion of the debate, Curt Hadley made a motion to approve and sign the Subrecipient Agreement. Andrew Lorenz seconded his motion. The motion was put to a vote, and the motion was carried. All members signed the agreement.

Unsafe Building Ordinance Bank Building No document was presented. Janet Alexander stated that she looked at several examples and did not see any that she believed would meet the needs of the Town. She also said that she discussed the old bank with Stu Weliever this morning, and it was his position that until the ownership is finalized in October, the Town does not have many options. The owner of the record, John Wilkerson, can redeem the property from the guy who bought it at a tax sale. To date, Wilkerson has ignored all the ordinance violations that have been issued concerning the building. A discussion was held. The plan is to be prepared to issue a notice of violation on October 3rd to whoever is the owner of record on that date. The ideal situation for the Town would be for the tax sale buyer to be persuaded to sell the building to the town. If that happens, we could try to get grant funds to tear it down safely.

Resolution Allowing Electronic Funds Transfer and Online Banking Janet Alexander explained that this item of business was added because Fountain Trust Bank is improving its online banking program, and SBOA requires an authorizing resolution if the Town pays bills online. This matter will be added to the July agenda for discussion.

OTHER BUSINESS

The following items of other businesses were discussed.

Readi 2. Greater Lafayette Request for Proposals Janet explained that we missed the project submission deadline. The problem with this ReadI Grant process is that it is a one-to-one match. So, we would have to have a defined project and a 50% cash or in-kind match. We could still submit something if we could settle on a project that met the guidelines and that we could fund. They may allow late entries if any of the existing applications are withdrawn.

Website & IN. Gov Domain & Licensing The Town website is nearly complete. The last piece is the acquisition of email domains. Janet Alexander explained that the domain and emails cost \$65 per month, allowing the Town 10 email addresses. The vendor SHI also suggested that we subscribe to their Google service for \$5.50 monthly. A discussion was held. Janet will finalize the agreement with SHI.

Lift Station Survey and Chain-link Fencing The Council discussed the need for boundary surveys for both lift stations and asked Jay Busse to obtain quotes for the surveys and chain-link fencing.

Rate Study—Water & Wastewater Janet Alexander recommended that the town get quotes for a water and wastewater rate study. Umbaugh (Baker Tilly) completed the last rate study in 2017. Current expenses for maintaining the water system are depleting the cash balances. She will contact accounting firms known to do this sort of work.

ADJOURNMENT

As there was no further business, a motion to adjourn at 8:30 p.m. was offered. The next regular meeting of the Town Council is scheduled for 6:00 p.m. on July 9, 2024.

Respectfully submitted,

Kyle Campbell
Council President
Acting Clerk-Treasurer