

Minutes of the Wingate Town Council Meeting Held March 19, 2024

ROLL CALL

The Wingate Town Council Meeting began at 6:00 P.M. Council Members Kyle Campbell and Andrew Lorenz were present.

Also present and reporting on behalf of the Town, Town Maintenance Supervisor, Shyana Busse of Busse Excavating, Town Marshal Jared Kirby, Darren Forman the Fire Chief Coal Creek Fire Department, and Janet Alexander and Suzy Bass of Local Government Services.

Troy Ellis of UMAC was absent.

Kyle Campbell asked Janet Alexander to run the meeting.

APPROVAL OF MINUTES

The minutes of the meeting held February 13, 2024, were presented for approval. Andrew Lorenz made a motion to approve the minutes as presented. Kyle Campbell seconded the motion. The motion was put to a vote and the motion was carried.

PUBLIC COMMENTS

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

- Phil Bane requesting removal of a limb hanging from a tree south of Ms. Banes house. The Board referred this to Jay Busse.
- Lynda Adrianson 107 Boscum Street stated that her water has had a smell since February and someone from the Town came to her house today to investigate.
- Madison Southwood speaking on behalf of Cats Limited wants to discuss trapping stray cats in Town. This item will be placed on the April 9th meeting agenda.

DEPARTMENT REPORTS

Town Maintenance

Town Maintenance Supervisor's report. Shyana Busse stated that a steel plate has been put over the meter pit by the Bank as discussed during the March meeting.

She also stated that Brendan Freeman wants water service at 202 W. High Street. A discussion was held. Kyle Campbell made a motion to approve the extension of the water



service to the property located at 202 W. High Street. Andrew Lorenz seconded the motion. The motion was put to a vote and the motion was carried.

In addition to these reports, she also stated that the Boosters have requested that the water be turned on at the Park for the Ball Fields and the Christmas light order was completed. They ordered a Santa, a Skiing Elf, and a 12 ft Christmas Tree.

Water & Sewer Operations

UMAC Water & Sewer Operations Report- No report

Town Marshal

Town Marshal Jared Kirby reported that he received thirty one (38) calls for service in February. Including 11 traffic related calls, 10 ordinance violations, 2 parking complaints and 2 animal complaints.

Janet Alexander reported that she spoke with Stu Weliever the Town Attorney regarding the use of door hangers in place of certified mail to notify residents of ordinance violations. The Attorney stated that door hangers could be used as an initial notification but that door hangers would not be considered notice under the state law. Further he stated that posting notices in the newspaper would only be allowed if other traditional forms of service had been exhausted.

Lastly, Jared stated that the Town's new police car is being decaled.

Coal Creek Fire & Rescue – Fire Chief Darren Forman

Fire Chief Darren Forman reported that in the month of January there were 13 calls for service. 7 in New Richmond and 6 in Wingate.

The Chief also commented on the deterioration of the old bank building. Janet pointed out that the Town had received a notice titled Notice of Right of Redemption From Tax Sale regarding the old bank building. The Board asked Janet to get in touch with Stu Weliever and Montgomery County Administrator Tom Klien to discuss options.

Clerk Treasurer's Office Report

Janet Alexander presented the Towns financial reports. The Financial Reports for the month of February 2024, including the Fund Report, Appropriation Report, Bank Statement, and Bank Reconciliation were presented and reviewed. Kyle Campbell made a motion to approve the Financial Reports for the Month of February 2024 as presented. Andrew Lorenz seconded the motion. The motion was put to a vote and the motion was carried.

Janet Alexander presented two utility adjustments for \$35.09. Andrew Lorenz made a motion to approve the utility adjustments totaling \$35.09 as presented. Kyle Campbell seconded the motion. The motion was put to a vote and the motion was carried.

The Accounts Payable Docket dated March 19, 2024, for a total of \$55,225.49 was presented. Andrew Lorenz made a motion to approve the Accounts Payable Docket as presented. Kyle Campbell seconded the motion. The motion was put to a vote and the motion was carried.

Janet Alexander stated that the Capital Asset Report prepared by London Witte Group was completed. The Invoice to prepare the report was \$5,756.65. The initial quote was \$6,000. The report will be on the April Agenda for review.

OLD BUSINESS

Establishment of a Park Board

During the meeting held in February the Town Board indicated that they wanted to establish a Park Board. They asked Janet to review the Town Code and let them know what was needed. Janet reported that the existing ordinance allows for a Park Advisory Board. Janet Alexander provided the following code to the Board and to the members of the community that have been working on the Park Improvement Project.

The Town Code states the following:

§ 2-9-1, Establishment. There is hereby established for the Town a Park Advisory Committee to be operated as set forth herein. The Park Advisory Committee is an advisory committee and is not a department of parks or recreation.

§ 2-9-2, Appointment. The Park Advisory Committee shall be appointed by the Town Council, and members thereof shall serve at the Council's pleasure to be removed, appointed, or reappointed at any time. Each member of the Park Advisory Committee shall serve without compensation.

§ 2-9-3, Duties. The Park Advisory Committee shall advise the Town Council on the needs of the parks of Wingate.

§ 2-9-1, Funds, Expenditures & Contracts. The Park Advisory Committee shall not authorize the expenditure of any funds, enter into any contracts, or receive any money. The Town Council may, in consultation with the Park Advisory Committee, expend funds or enter contracts with respect to the parks of Wingate. All donations of funds or property_ made with respect to any park in Wingate or activities connected thereto shall be made to the Town of Wingate only to become the property thereof in accordance with the laws and the terms of such donation if accepted by the Town.

A discussion was held. The ability to obtain grants from the Department of Natural Resources requires that the Town have a Park Board established under the State Statutes. Mark Fruits asked whether a member could be a non-resident of the Town. The Board asked Janet Alexander to get the State Statute for a discussion at the next regular meeting. Tabled

NEW BUSINESS

Kleinpeter Consulting Group - Mike Kleinpeter introduced himself and his company to the Board. He explained that the process to obtain OCRA funding for planning grants and the process and timeline to be followed. The application for a planning grant will assist the Town with IDEM.

The initial goal is to be approved for a \$90,000 planning grant to pay for a preliminary engineering report to pay for an engineering firm to study the water, sewer, & stormwater utilities to outline needed improvements. When that is accomplished, the Town can pursue funding for the improvements from the State Revolving Loan Fund (SRF) or other potential funders such as the USDA. The Planning grant Award would take place in August and then entering contracts in October.

The first step to qualify for the planning grant is to complete a wage survey. Mike walked the Council through the Federal process. He hopes to have this completed no later than the middle of July.

In the meantime, he will need the Town to gather photographs of flooding and water line breaks to submit with the application. He also stated that a minimum of 7 resident letters are needed for the application. These letters should provide support for the application and identify issues that have been raised.

Mike concluded his presentation by pointing out other opportunities for small grants for and a grant for the abandoned building. OCRA has grants for blight removal. He suggested a demolition grant and a grant to pay for the land. These require a 10% grant.

Boyce Keystone Software Contract Addendum. The Board reviewed the proposed addendum. Kyle Campbell made a motion to approve the contract addendum as presented. Andrew Lorenz seconded the motion. The motion was put to a vote and the motion was carried.

Renewal of Ball Field Lease Agreement with the Wingate Recreational Booster Organization. Kyle Campbell made a motion to approve the agreement as presented. Andrew Lorenz seconded the motion. The motion was put to a vote and the motion was carried.

Tyler Wilson outlined the planned program for this spring stating that they have completed sign ups and 50 kids signed up. There are 5 teams. There will be a game four nights a week Monday – Thru Thursday. Practices start in April and games begin in May.

Special Trash Collection A discussion was held concerning the next Town Clean Up day. The Board decided that the Spring Clean-up should be scheduled for a specific date in June. Andrew Lorenz made a motion to establish the annual Town cleanup day to be held on the First Saturday in June at the Fire Station. Kyle Campbell seconded the motion. The motion was put to a vote and the motion was carried.

Following this decision, the Board discussed asking T & S to provide an additional dumpster for tires and electronic equipment. They also discussed how to restrict the collection to Town residents. Someone suggested that each resident be provided with a Coupon or a Ticket that they would present to the volunteers that day. Janet Alexander offered to create a coupon to be included in the April Water bill.

They decided on the First Saturday in June every year. So, in 2024 the event will be held on June 1, 2024, at the Coal Creek Fire & Rescue Station.

Janet will request that Sam provide an additional dumpster for Tires & Electronics. The Board also discussed providing residents with a ticket or coupon showing that they are a Town Resident.

Speed Humps Kyle Campbell asked Janet for information about installing speed humps to slow traffic. The literature made it clear that this is not a viable solution. A discussion was held regarding the installation of radar speed signage which can be mounted on street poles. These could be purchased using Public Safety LIT. Janet also suggested researching traffic calming.

Readi – Greater Lafayette Request for Proposals – Discussion held Janet will apply for funding for blight remediation specifically for removal of the old bank building.

OTHER BUSINESS

Park Improvement Committee Report Mark Fruits, Phil Bane, & Tyler Wilson presented proposed drawings for the new Pavilion which they intend to build using the ReadI 180 funds. A discussion was held. Andrew Lorenz asked what the committee planned to do to ensure regular upkeep and funding for the utilities. A discussion was held. It was suggested that the pavilion could be rented, and the fees generated could be used for that purpose.

The Committee plans to request bids as soon as the grant is finalized. They hope to break ground in the fall. They described the Pavilion and public restrooms as Phase 1. They still plan to pursue the renovation of the playground and trails.

Janet Alexander told the Board that she had spoken to Stu Weliever about starting the annexation process for the Park to bring it within the Town's corporate limits. Stu Weliever informed the Town that the Church signed the quit claim deed for the adjacent parcel that was incorrectly listed as their land. Janet will contact the Surveyor and request that the new survey be recorded.

Rural Impact and Municipal Impact Town Website – this is being built. Janet stated that she is trying to get information from IOT on the cost of hosting the Domain IN.gov. She will update the Board at the next meeting.

PUBLIC COMMENT

Matt Commons introduced himself and said that he is running for State Representative in the May Primary.

Troy Teeter stated that he Kyle and Darren are working on promoting the Classic Car Show and the Tractor Show. He has a goal to attract 150 cars. The event will take place the first weekend in August, Sunday August 3rd & 4th.

ADJOURNMENT

As there was no further business to be conducted by the Town Council there was a motion to adjourn to 7:59 P.M. The next regular meeting of the Town Council is scheduled for 6:00 p.m. April 9, 2024.

Respectfully submitted,



Kyle Campbell
Town Council President & Acting Clerk Treasurer