

## **Minutes of the Wingate Town Council Meeting**

**November 12, 2024**

### **ROLL CALL**

The Wingate Town Council Meeting began at 6:00 p.m. Council Members Kyle Campbell, Andrew Lorenz, and Curt Hadley responded to a roll call.

Town Marshal Jared Kirby, Jay Busse with Busse Excavating, Coal Creek Twp Fire Chief Darren Forman, and Janet Alexander of Local Government Services were also present.

Suzy Bass of Local Government Services, Maintenance Supervisor, and Troy Elless of UMAC were absent.

Janet Alexander stated that the agenda has been changed since the draft was sent out yesterday. The new agenda includes a transfer resolution between major categories in the General Fund and the introduction of an additional appropriation ordinance, which will be advertised and set for public hearing and adoption at the December meeting. She also added the engineering contract with HWC to perform the water, sewer, and stormwater improvement plan. The Board agreed to accept the amended agenda and to proceed with the meeting.

### **PUBLIC COMMENT**

Janet asked if anyone from the public had anything they wanted to discuss that was not listed on the posted agenda. Resident Dale Jones stated that Pleasant Hill Church is removing a tree from the tree line adjoining the town park and wants the town to know that debris from the removal may be lying on the ground for a few weeks. Kyle Campbell assured him that would not be a problem. Troy Teeter mentioned that a moveable basketball goal placed on Main Cross needs to be moved. The Marshal stated that he would take care of this issue.

### **APPROVAL OF MINUTES**

The meeting minutes from October 15, 2024, were presented for approval. Curt Hadley motioned to approve the minutes, and Andrew Lorenz seconded it. The motion was put to a vote, and it carried.

### **DEPARTMENT REPORTS**

### **Park Improvement Committee - DES Engineering Specifications**

Janet Alexander spoke on behalf of the Park Improvement Committee regarding the issue with the building specifications. She also explained that following the last meeting, it was determined that the building specifications provided by the Park Improvement Committee and the drawings prepared by the contractor FBI could not be used to advertise for bids. Corey Whitesell with HWC, the READI 180 Grant process coordinator, recommended that the Town hire an engineer to prepare specifications. Janet stated that Kyle Campbell authorized her to engage Roger Azar of DES Engineering to prepare the specs. He completed the work, and the proposed specifications were emailed to each town board member. A discussion was held. The Board tabled this discussion to the end of this meeting. They discussed the fact that the Neil Pavilion and the restrooms would be removed, but it is also possible that they would have to remove the stage and the smaller pavilion. The Board members stressed that they do not want to lose the existing playground equipment. Curt Hadley made a motion to advance the project. Janet will reach out to DES Engineering to schedule a telephone conference with Curt Hadley as the Council's representative, Roger Azar of DES, Mark Fruits, Phil Bane & Jay Busse to review the specifications as soon as possible.

**Town Maintenance** Busse stated that he had no reports.

**Town Marshal** Jared Kirby reported that he responded to forty calls in October and issued three notices of violation. The Marshal stated that he forwarded the following addresses to Stu Weliever for enforcement.

- 107 E. High
- 100 N. McClure
- 105 N. McClure

The Marshal also referred an animal complaint to the Montgomery County Prosecutor for a nuisance animal residing at 202 N. Vine St.

### **Coal Creek Fire & Rescue**

Fire Chief Darren Forman reported that in October, the Department responded to fifteen calls, five fire calls, and ten medical calls. Ten calls were to Wingate addresses, four to New Richmond addresses, and one mutual aid call with the Waynetown Fire Department. He stated that as of October 31st, the department had had 117 total calls for service.

He also reported that the Fire Department's "Trunk or Treat" Halloween program at Wingate Park was a great success. At least seventy kids came, and sixty participated in the costume contest. The Chief announced that there will be a Breakfast with Santa Pancake Breakfast at New Richmond Fire Station on Dec 15th from 11:00 a.m. - 3:00 pm. Santa will be there between 1:00 p.m. - 3:00 p.m. They will also be serving Biscuits and Gravy

## **UMAC**

Troy Elless was absent but requested that Janet Alexander present the following two items of business.

Request for approval of Huston Electric Agreements – Generator Repairs in both Lift Stations and at the wastewater plant for a total of \$2,435.00. Andrew Lorenz made a motion to approve the three agreements provided by Huston for repairs to the generators as presented. Curt Hadley seconded the motion. The motion was put to a vote, and it carried. Also, the Board discussed paying the expenses using the ARP funds. Andrew Lorenz made a motion to approve using ARP Funds to pay Huston for the repairs as presented. Curt Hadley seconded the motion. The motion was put to a vote, and it carried.

Lead and Copper Notification: The Town has completed the lead and copper inventory and determined that a customer notification to eight (8) residences must be sent no later than Friday, November 15th. Troy Elless provided a sample notice. A discussion was held.

Curt Hadley volunteered to write a compliant canned notice, and Janet will mail the notices by the deadline. The following addresses have been identified as having galvanized water pipes.

1. 115 S. Main Cross
2. 104 S. Main Cross St
3. 202 S. Main Cross St
4. 205 S. Main Cross St
5. 108 W. High Street
6. 203 W. Main Street
7. 101 W. High Street
8. 108 E. High Street

## **Clerk-Treasurer - Financial Reports**

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

Janet Alexander presented the Accounts Payable Docket for \$35,585.68, dated November 12, 2024. Andrew Lorenz made a motion to approve the claims as presented. Curt Hadley seconded the motion. The motion was put to a vote, and it carried.

A Utility Adjustment in the amount of \$132.45 was presented. Andrew Lorenz made a motion to approve the adjustment as presented. Kyle Campbell seconded the motion. The motion was put to a vote and carried.

## OLD BUSINESS

Park Annexation - Ordinance No. 2023-11-12-24: Ordinance Annexing adjacent and contiguous property to the Town of Wingate, A Municipal Corporation of Montgomery County, Indiana. Andrew Lorenz made a motion to approve the ordinance as presented. Kyle Campbell seconded the motion. The motion was put to a vote and the motion carried.

Resolution No. 2024-10-15: Resolution Accepting a Donation of Land. This is the property known as the Spartan Inn and the adjacent land. Andrew Lorenz made a motion to approve the resolution as presented. Kyle Campbell seconded the motion. The motion was put to a vote and the motion carried.

HWC Engineering Agreement to Provide Services (Planning Grant Project). Kyle Campbell stated that HWC Engineering was the only firm to respond to the advertised request for qualifications required for the OCRA planning grant. Kyle Campbell made a motion to approve the agreement as presented. Andrew Lorenz seconded the motion. The motion was put to a vote, and it carried. Janet will reach out to Eric Smith, the assigned manager with HWC, to discuss the timeline for the start of this project.

## NEW BUSINESS

Resolution No. 2024-11-12-24 A Resolution Authorizing Transfer of Appropriations. Janet Alexander explained that this is a housekeeping resolution to balance the line items within the funds listed. The SBOA requires that major spending categories do not exceed amounts appropriated.

TRANSFER FROM:	LINE-ITEM TITLE	AMOUNT	TO:
GENERAL FUND 1101	Category 100 – Personal Services	10,780.00	
TO:	Category 300– Other Services & Charges		10,780.00
	<b>Total Transferred</b>		<b>10,780.00</b>
TRANSFER FROM:	LINE-ITEM TITLE	AMOUNT	TO:
MVH FUND 2201	Category 200 - Supplies	5,000.00	
TO:	Category 300 – Other Services & Charges		5,000.00
	<b>Total Transferred</b>		<b>5,000.00</b>

Andrew Lorenz made a motion to approve the transfer resolution as presented. Curt Hadley seconded the motion. The motion was put to a vote and the motion carried.

Ordinance No. 2024 – 12-10-24 An Additional Appropriation Ordinance for the Sanitation Fund No. 2223 Category 300 - Other Services & Charges in the amount of \$2,500. A discussion was held. During the regular meeting, this ordinance will be advertised for a public hearing and adoption on December 10, 2024.

## **OTHER BUSINESS**

A discussion was held on the proposed radio advertisement to raise funds for the park. Andrew Lorenz made a motion to table the discussion until March 2025. Curt Hadley seconded the motion. The motion was put to a vote and the motion carried. Tabled

Update Insurance Renewal – Astra Application general liability policy and Cyber Security. Janet Alexander informed the Board that all applications had been submitted and the policies had been renewed.

American Legal Codification—Legal Review—Town Response. Janet has contacted American Legal and will continue to work with them to finalize the project.

Website & IN. Gov Domain & Licensing & Email Addressing

A discussion was held. Janet explained that the [townofwingate@in.gov](mailto:townofwingate@in.gov) domain has been acquired. However, she has been unsuccessful in linking the website and the domain, nor has she been able to verify the domain via Google. It is still “a work” in progress. Andrew Lorenz suggested that if Janet cannot progress on this project, it might be time to hand it over to Curt Hadley.

Discussed American Rescue Plan – Obligation of Funds. Janet explained that new guidance from the Treasury Department and the State Board of Accounts requires that in order to classify the funds as “obligated,” we will have to have either an invoice or a contract in hand no later than December 31, 2024. Because of this, she recommended that the Council authorize her to pay the Town’s \$10,000 match for the water, sewer, and stormwater planning grant and the balance for any outstanding invoices, including the \$2,435.00 for the Huston Electric bills and the \$8,000 to pay for the ordered Flush Meters. If there is any money left in the fund after paying these bills, she and Suzy Bass will use the remaining funds to pay invoices that would normally be charged to the Water fund.

2025 Salary Ordinance – Janet provided the members with copies of the 2022 Salary Ordinance and the amendments. She asked whether they wanted to update the ordinance or leave it as is. A discussion was held. The members agreed that they did not see a reason to adopt a new ordinance for 2025.

The discussion turned back to the Park Pavilion Plan. It was understood that the Neil Pavilion and the restrooms would be removed, but it is also possible that they would have to remove the stage and the smaller pavilion. The Board members stressed that they do not want to lose the existing playground equipment. The Board directed Janet to reach out to DES Engineering to schedule a telephone conference with Curt Hadley as the Council's representative, Roger Azar of DES, Mark Fruits, Phil Bane & Jay Busse to review the specifications as soon as possible. Andrew Lorenz moved to advance the project, which Kyle Campbell seconded. The motion was put to a vote, and it carried.

## **PUBLIC COMMENTS**

Marshal Jared Kirby asked about future vehicle storage if the Town decides to move the offices into the Spartan Inn building. Also, Troy Teeter stated that Nucor might be willing to donate funds to purchase playground equipment. Mark Fruits will get him a copy of their park equipment quote.

## **ADJOURNMENT**

As there was no further business, a motion to adjourn at 7:23 p.m. was offered. The next regular meeting of the Town Council will be held at 6:00 p.m. on December 10, 2024

Respectfully submitted,

Kyle Campbell  
Council President  
Acting Clerk-Treasurer