

SOUTH WHITLEY TOWN COUNCIL REGULAR MEETING AGENDA

TOWN HALL BOARD ROOM

118 E FRONT ST

SOUTH WHITLEY, IN 46787

FEBRUARY 14, 2023

6:30 PM

CALL TO ORDER: Meeting was called to order at 6:31 pm. Council Members in attendance were Council President Randy Cokl, Vice President Brock Waterson, Councilman John Dunn, Town Marshal Mikel Vandevender, Town attorney Greg Hockemeyer, and Clerk-Treasurer Alyssa Knepple

PLEDGE OF ALLEGIANCE

ADJUSTMENTS

Greg Treece	\$454.85	Councilman Waterson made a motion to accept the adjustment. Councilman Dunn seconded. Motion passed with a vote of 3-0.
Trinity Reformed Church	\$402.36	Councilman Dunn made a motion to accept the adjustment. Councilman Waterson seconded. Motion passed with a vote of 3-0.
Hannah Pherigo	\$173.55	Councilman Waterson made a motion to accept the adjustment. Councilman Dunn seconded. Motion passed with a vote of 3-0.
Brooke Stroh	\$197.74	Councilman Dunn made a motion to accept the adjustment. Councilman Waterson seconded. Motion passed with a vote of 3-0.
Tyler McClure	\$69.75	Councilman Dunn made a motion to accept the adjustment. Councilman Waterson seconded. Motion passed with a vote of 3-0.

NEW BUSINESS

Planning Commission/Bethany Estates: Allen and Bethany Darley are requesting approval to create a one lot subdivision called "Bethany Estates" off of the South Side of River Road. They are also requesting a dedicated right-of-way. Platting will be required since the new estate would be creating a new parcel. The remainder of the land will stay agricultural and is exempt from the platting requirement. The proposal has been passed by the planning commission and now has to be approved by the council. near the edge of the extraterritorial jurisdiction. The site is currently improved with a dwelling and outbuildings. Proposed is one lot and dedicated right-of-way. Platting is required since it will create a new parcel. Councilman Waterson made a motion to accept the planning proposal for Bethany Estates. Councilman Dunn seconded the motion. The motion passed with a vote of 3-0.

Auxiliary Assistance needed, call 260-723-5312

Donohue Assessment: Contract between the Town of South Whitley and Donohue & Associates, Inc. is up for renewal. Councilman Waterson made a motion to accept the new contract with Donohue & Associates, Inc. Councilman Dunn seconded the motion. Motion passed with a vote of 3-0.

OLD BUSINESS

DLZ Work Order for Professional Services: Work order proposal in need of approval that states the Town of South Whitley can request a minimum of one DLZ staff member to be present at council meetings, along with, staff for project designs of minor complexity, plan reviews, site visits, technical assistance, and other assignments deemed necessary at the request of the Town of South Whitley. Councilman Waterson made a motion to accept the DLZ work order for the year 2023. Councilman Dunn seconded. Motion passed with a vote of 3-0.

Duke Energy Power Outages: Outage has been changed to February 25, 2023 beginning in the early morning hours. The second outage will be on March 25, 2023. If there are changes in weather or other circumstances, the town will be notified on social media, the town sign, and at the clerks' office.

Humane Shelter Contract: Abby Carroll has emailed the Clerk to discuss the contract and because of some inconsistencies with how other towns are charged, the contract has been tabled until an agreement can be made.

PUBLIC INPUT

Andy and Deborah Bowers: The Bowers' have had issues with the new trash company. The drivers have been very unprofessional and even slightly aggressive towards Andy and Deborah. When Deborah called to complain, the person on the phone was very apologetic and said a supervisor would be contacting them to discuss the issue. No one has reached out as of now. Andy also wanted to let people know that if you request an extra can, the charges can add up pretty quickly with the \$8.00 tote rental fee and the \$35.00 quarterly charge for fuel, even though they have to go to the address anyway.

206 and 208 S State St Property: Property's have been closed on. After a couple different issues, the closing was finalized between the Town of South Whitley, Brent Reed and Tony Starky.

DEPARTMENT HEADS:

PARK BOARD – DAVE WARNER: Was not present, but Councilman Waterson would like to get the process started on getting shades and lighting for the Crossroads pocket park so it is ready for the 2023 season.

WASTE WATER/UTILITIES SUPERVISOR – KENT SLATER: Was not present.

TOWN MARSHAL – MIKEL VANDEVENDER: SRO comp time was discussed. Comp time is what Officer Clark uses for school activities or when there are delays and school closings. There are a couple different options Marshal Vandevender has come up with.

- Allow Officer Clark to carry over 20 hours from the previous school year to the next. Anything above 20 hours at the end of the year needs to be used right away.
- Change the policy for after school delays and cancelations, if Officer Clark is out of vacation and personal time, he can use the extra comp time to cover those hours.
- On days there are after school activities, Officer Clark would adjust his schedule as needed to compensate for the hours he will have to work at the school function. This way he doesn't have to use the extra comp time and his hours will not be affected. There are times this won't be possible, but it could be done at times.
 - The issue of Officer Clark not going in at his normal time, the Town should make sure there is an officer at the school for morning drop offs.

Marshal Vandevender will work on adjusting the current policy and have Greg Hockemeyer look it over before being brought back to the council. MOU will be adjusted with assistance from the superintendent and Officer Clark.

TOWN ATTORNEY – GREGG HOCKEMEYER: Worked hard to get the properties on South State finalized and closed on.

CLERK-TREASURER – ALYSSA KNEPPLE: Alex and Alyssa have been discussing getting new gravel for the South Whitley park swings.

Sanitation charges have NOT been changed on our January bills. Because Keystone must have council approval for the changes, resolution 2023-1-1 was created. Council has already passed these changes, Keystone needs it in writing to make the necessary changes. Councilman Waterson motions to accept the resolution. Councilman Dunn seconded. Motion passed with a vote of 3-0.

50-50 sidewalk program paperwork needs update and printed for residents and businesses to use. They must use the Towns contractors, pay upfront, and the town will reimburse up to \$5,000.

APPROVALS:

APPROVAL FOR JANUARY 24, 2023 REGULAR MEETING MINUTES: Councilman Waterson motions to accept the meeting minutes. Councilman Dunn seconded. Motion passes with a vote of 3-0.

APPROVAL FOR APV's TOTALING \$686,453.65: Councilman Dunn makes a motion to accept APV's. Councilman Waterson seconded. Motion passed with a vote of 3-0.

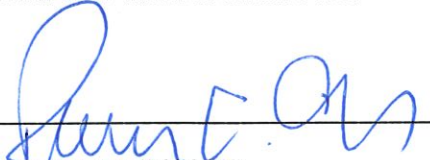
APPROVAL FOR PAYROLL WEEK ENDING JANUARY 30, 2023 TOTALING \$9425.54: Councilman Dunn make a motion to approve. Councilman Waterson seconded. Motion passes with a vote of 3-0.

APPROVAL FOR PAYROLL WEEK ENDING FEBRUARY 6, 2023 TOTALING \$8,851.19: Councilman Waterson makes a motion to approve. Councilman Dunn seconded. Motion passes with a vote of 3-0.

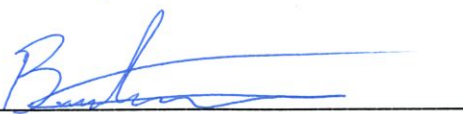
APPROVAL FOR PAYROLL WEEK ENDING FEBRUARY 14, 2023 TOTALING \$9,144.89: Councilman Waterson makes a motion to approve. Councilman Dunn seconded. Motion passes with a vote of 3-0.

ADJOURN at: Councilman Waterson motions to adjourn at 7:15pm. Councilman Dunn seconded. Meeting adjourned at 7:15pm.

APPROVAL OF MEETING MINUTES:



PRESIDENT, RANDY COKL



VICE PRESIDENT, BROCK WATERSON



COUNCILMAN JOHN DUNN

ATTEST:


CLERK-TREASURER, ALYSSA KNEPPLE

Auxiliary Assistance needed, call 260-723-5312

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FEBRUARY 28, 2023

6:30 PM

CALL TO ORDER: Meeting was called to order at 6:31 pm. Members in attendance were: Council President Randy Cokl, Vice President Brock Waterson, Councilman John Dunn, Town Marshal Mikel Vandevender, Town Attorney Greg Hockemeyer, and Clerk-Treasurer Alyssa Knepple.

PLEDGE OF ALLEGIANCE

ADJUSTMENTS

none

NEW BUSINESS

Dave Warner-New Library sign: Councilman Waterson brought up a concern about the new sign and the visibility for drivers heading south on Maple Street and turning left onto Front Street. The planning commission has the first say on whether the sign will be passed or not, then it will be brought to the council for final approval.

OLD BUSINESS

50/50 Water line replacement: Councilman Waterson and Alex Sturgess, head of the water department, discussed starting a program for home owners to receive assistance from the town to replace the water line while the street is torn up. It was made clear that the water line issue has to begin as a problem with the water line on the Towns' side and then offer the 50/50 to the home owner to replace the rest of the line to the house. Councilman Cokl wants to table the discussion until details can be discussed and resolved before making any motions or decisions. Mike Wilkinson, from the public, suggested giving each home owner the same amount instead of the 50/50. There will be a policy put together that the council will discuss at the March 14th meeting.

CCMG: Councilman Waterson, Kent Slater, and Alyssa Knepple met with Jodi Coblentz from DLZ on Thursday February 23 to discuss the project and the remaining funds. There was a mix up with the budget and project order from E & B Paving that left the Town of South Whitley with over \$95,000 to use for the 2021-1 project. INDOT recommended closing the project and begin focusing on the next available grant money, since the Town won't be eligible until the 2021-1 project is closed. Councilman Waterson made a motion to close the community crossings grant 2021-1. Councilman Dunn seconded. Motion passed with a vote of 3-0.

HAGAN PARK: Jennifer Krider brought up a situation that happened to her daughter and granddaughter involving a dog not on a leash and not under the control of the owner that charged toward her granddaughter. In an attempt to save her daughter from the dog, the mother covered the child and when they were able to get home to safety, the mother had scratches and claw marks up and down her back with big paw prints on her clothing. Jennifer would like the council to look over their park ordinances to see what the rules are for dogs not on a leash and asked if signs can be put up at Hagan Park to help prevent this from happening to someone else. The rules for dogs at the park are also going to start being more strictly enforced.

PUBLIC INPUT

Auxiliary Assistance needed, call 260-723-5312

SIDEWALK ON 14: County Commissioner Chad Banks was in attendance and offered some advice on reaching out to Matt Brinkman at Region 3A to see if there is a grant or some other state funds the Town could receive to get a sidewalk from the end of the bridge to the Whispering Hills housing addition on State Road 14. Councilman Waterson will be trying to contact different programs to see what type of funding is available.

STREET PATCHING VEHICLE: There is a vehicle that would be able to patch the potholes in the streets that would help keep them patched longer and more efficient. Topic was tabled for more research and different prices to be found before a decision is made. Councilman Waterson is concerned about there not being a paving project in 2023 and what our roads will look like by the time the new CCMG project begins.

DEPARTMENT HEADS:

PARK BOARD – DAVE WARNER: Not Present

WASTE WATER/UTILITIES SUPERVISOR – KENT SLATER: Not Present

TOWN MARSHAL – MIKEL VANDEVENDER: The Marshal brought the new compensation time for the SRO to the council and explained the changes that were made. Councilman Dunn made a motion to accept the changes. Councilman Waterson seconded. Motion passed with a vote of 3-0.

TOWN ATTORNEY – GREGG HOCKEMEYER: Redevelopment commission is considering having some real estate to be appraised for new housing off of 205. The land owner and developer are looking at the different options. The redevelopment commission has enough funds to have the appraisal done, but it would use all the funds. Councilman Waterson brought up the Town of South Whitley making an annual donation of \$2,000 to help with redevelopment projects and expenses. Councilman Waterson makes a motion to give \$2,000 to redevelopment. Councilman Dunn seconded. Motion passed with a vote of 3-0.

CLERK-TREASURER – ALYSSA KNEPPLE: Annual report for 2023 has been finished and will be sent to the newspaper for publication.

- Whitley County Human Shelter contract was discussed. Councilman Cokl read an email from the director, Abbi Carroll and her concerns about the renegotiations on the contract. Councilman Waterson brings up the cap amount for the Town of South Whitley compared to other smaller towns in the county. Residents of South Whitley are able to bring in stray animals and the town has to foot the cost. Marshal Vandevender is concerned about people bringing in animals not found inside town limits that the Town has to pay for when it should be the county. County Commissioner Chad Banks informed the council of what Whitley County pays and gave advice on talking with the Humane Shelter and figuring out a verification method to ensure the person dropping the animal off is actually a Town of South Whitley resident. Councilman Cokl will be meeting with Abbi at the end of the week and will discuss again at the March 14th meeting.

APPROVALS:

APPROVAL FOR FEBRUARY 14, 2023 REGULAR MEETING MINUTES: Councilman Waterson made a motion to accept the meeting minutes from February 14, 2023. Councilman Dunn seconded. Motion passed with a vote of 3-0.

APPROVAL FOR DEPOSITORY STATEMENT AND CASH RECONCILEMENTS FOR JANUARY 2023: Councilman Waterson made a motion to accept the depository statements and cash reconcilements for all accounts in January 2023. Councilman Dunn seconded. Motion passed with a vote of 3-0.

APPROVAL FOR APV's TOTALING \$315615.65: Councilman Waterson made a motion to approve the APV's totaling \$315,615.65. Councilman Dunn seconded. Motion passed with a vote of 3-0.

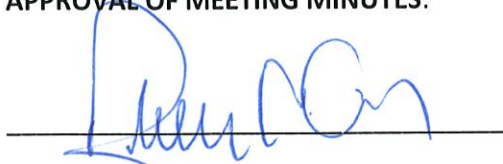
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APPROVAL FOR PAYROLL WEEK ENDING FEBRUARY 20, 2023 TOTALING \$9379.51: Councilman Waterson made a motion to approve payroll totaling \$9379.51. Councilman Dunn seconded. Motion passed with a vote of 3-0.

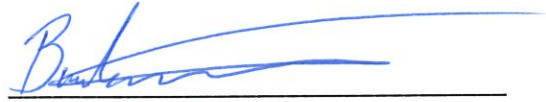
APPROVAL FOR PAYROLL WEEK ENDING FEBRUARY 27, 2023 TOTALING \$10,571.63: Councilman Dunn made a motion to approve payroll totaling 10,751.63. Councilman Waterson seconded. Motion passed with a vote of 3-0.

ADJOURN at: Councilman Waterson made a motion to adjourn at 7:27 pm. Councilman Dunn seconded. Motion to adjourn passed with a vote of 3-0.

APPROVAL OF MEETING MINUTES:



PRESIDENT, RANDY COKL

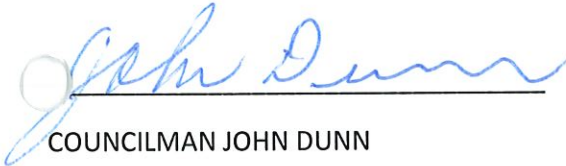


VICE PRESIDENT BROCK WATERSON

ATTEST:



CLERK-TREASURER, ALYSSA KNEPPLE



COUNCILMAN JOHN DUNN