

SYRACUSE TOWN COUNCIL

REGULAR MEETING

JUNE 19, 2012

Larry Siegel, Council President, called the Regular Meeting of the Syracuse Town Council to order at 7:00 p.m. Other council members present were Jeff Morgan, Bill Musser, and Paul Stoelting. Also present were Town Manager Henry DeJulia, Town Attorney Mike Reed, and Clerk Treasurer Julie Kline. Councilman Brian Woody was absent.

The meeting opened with the Pledge of Allegiance.

Larry asked for public comment on agenda items; there were no comments.

The minutes for three meetings were presented. Paul moved to approve the minutes of the May 15, 2012 Regular Meeting and May 30, 2012 Special Meeting; Jeff seconded. Four voted for the motion; none against. The motion carried.

Paul moved to approve the minutes of the May 7, 2012 Special Meeting; Jeff seconded. Three voted for the motion; Larry abstained. The motion carried.

Claims # 590 through #712 were presented for payment. Paul moved to approve the claims; Jeff seconded. Four voted for the motion; none against. The motion carried.

Ian Rolland, Oakwood Foundation Receiver, was next on the agenda. Larry announced we need to amend the agenda; some people have not arrived yet. Jeff moved to delay Mr. Rolland until all were present; Paul seconded. Four voted for the motion; none against. The motion carried.

Ordinance 12-05, An Ordinance Authorizing an Additional Appropriation from the Riverboat Revenue Sharing Fund, was introduced. Julie explained this is for Henry's request from last month for surveys and appraisals for the Youth Athletic Complex. Paul moved to adopt the ordinance; Bill seconded. Four voted for the motion; none against. The motion carried.

Ordinance 12-06, An Ordinance to Authorize the Use of Credit Cards for Town Purchasing, was presented. Julie explained the town credit card was approved by the council in the 90's, but the State Board of Accounts would like that approval in ordinance form. Paul moved to approve Ordinance 12-06; Jeff seconded. Four voted for the motion; none against. The motion carried.

Ordinance 12-07, An Ordinance to Promote the Best Interests of the Town of Syracuse, was presented next. Julie explained the ordinance is for expenditures we typically already make, but again, the State Board of Accounts prefers the policy in ordinance form. Paul moved to adopt Ordinance 12-07; Bill seconded. Four voted for the motion; none against. The motion carried.

Ordinance 12-08, An Ordinance Concerning Nepotism and Conflict of Interest, was the next ordinance presented. Julie explained recent legislation requires governing bodies to adopt an ordinance prohibiting nepotism; we do already have a nepotism policy in our handbook. She added our budget will not be approved if we do not adopt a nepotism ordinance. Paul moved to adopt Ordinance 12-08; Jeff seconded. Four voted for the motion; none against. The motion carried.

Ken Jones, of Wightman Petrie, gave his monthly report on the North Industrial Park. He reported a pre-bid conference was held today. There are about 15-16 planholders; that should generate good numbers for the bids. The bid opening is scheduled for June 26, 2012 at 4:00 p.m. A possible special meeting to award the bids on June 28 was discussed. Mr. Jones was asked if that is enough time; he answered he anticipated the bid award at the July meeting. After further discussion, it was decided to have a Special Meeting on July 10 at 10:00 a.m. The meeting will be held to have the Council approve the engineer's recommendation and to award the bid. The bid must also be approved by the EDA; that approval is expected to take two to three weeks.

Larry asked Ken Jones to provide information for those present who are not familiar with the project. Mr. Jones explained the project will construct an industrial park on land owned by the town; the land is north of the county line. The project includes installing utilities up S.R. 13 to the industrial park. The Town of

Syracuse is partnering with Elkhart County Redevelopment Commission on the project. He added the Town Manager obtained grants to complete the 3 million dollar project. Mr. Jones stated he feels the market is still favorable for this project. Wightman Petrie will provide the construction inspection. Mr. Jones explained Wightman Petrie's proposal for the inspection includes creating a project specific website to market the site. The town will have to decide how to offer the property; Mike Reed will have to advise on that. He added Wightman Petrie recommended and included a proposal for a town wide geographical information system. Wightman Petrie has a map of water and sewer lines; they will map the new water and sewer lines in an ArcView format. As part of the proposal, Wightman Petrie will acquire the equipment for a GPS locator to map the as built locations for the new industrial park. The equipment could then be turned over to the town to map and inventory our utility system. He added there are planning grants for the system.

Ian Rolland, Oakwood Foundation Receiver, spoke to the council. He announced he is delighted to be here to introduce the buyer of Oakwood Park. The buyers are long term residents of the lake who understand Lake Wawasee. They have a vision for Oakwood that is consistent with Howard Brembeck. He introduced Dr. Rex Parent and his sons, J.R. and Jason.

Dr. Parent spoke to those present. He advised his family has a 75 year history here. His interest in Oakwood coincides with everyone's interest. He plans to open the hotel in the spring of 2013; the property clean up will begin as soon as the purchase is final. He would like to see Oakwood back to what it was; he hopes to have conventions there in the winter. Their intent is to make it beneficial to everyone. He noted some things Buckingham did were important.

Julie clarified with Mr. Rolland that the foundation intended to gift the streets, not just the utilities. Mr. Rolland advised yes; Mike Reed will work with Mr. Rolland to document that. Paul asked about the timeframe for the sale; Mr. Rolland would like to see it close no later than September 1.

## DEPARTMENT REPORTS

### TOWN MANAGER

Town Manager Henry DeJulia discussed the contract for our town hall HVAC system. He advised he requested proposals from ten local contractors. Only one contractor replied, and he declined to provide a flat rate quote that covers everything. Henry recommended we stay with Havel Brothers; their annual cost is \$9,624.00. Bill moved to accept the proposal from Havel Brothers; Paul seconded. Paul added it makes sense from Henry's information. Larry commented the delay in getting repairs done costs more. Four voted for the motion; none against. The motion carried.

Henry discussed the request from KEDCo. They have asked us to increase our annual contribution from \$1,000.00 to \$2,000.00; they are looking to increase their staff. Henry noted they have been very helpful with Polywood and other local businesses. Paul moved to pay KEDCo \$2,000.00 from our Public Relations appropriation; Bill seconded. Four voted for the motion; none against.

Henry reported department heads have been working on their budgets; they are using some combination of 3% (raise and retirement) for their budgets. Julie advised she did a worksheet at Henry's request showing the cost of each scenario; the worksheet has been distributed to the council.

Henry reported for the Athletic Complex property swap. Mike Reed advised the appraisals came back fine. Henry was authorized to approach the other property owner.

We have received a utility survey for the Oakwood easement. Mike Reed will work on the documents for the easements.

Henry advised he and Jeremy spoke to INDOT about the S.R. 13 paving. INDOT will be paving S.R. 13 from County Line Road through town next year. Larry recommended contacting INDOT to ask them to pave up to U.S. 6 due to the Industrial Park.

## POLICE

Police Chief Tony Ciriello advised police calls were up; there were 400 calls in May. He reported the police department will be closing Long Dr. on July 4<sup>th</sup> from about 4:00 p.m. until after the fireworks. The Syracuse Summerfest parade will be on Saturday, July 7. The parade will start at 10:00 a.m. on Main St. and proceed south on S.R. 13 to Medusa St. The parade is expected to last from 45 minutes to one hour. They have already established a detour route; the detour will be from High St. to Mill St. to Main St. to Railroad St.

Tony advised there was a fire last night at 701 N Harrison St. The police were the first on the scene, and they got the people out of the house. Two officers suffered smoke inhalation; one was treated at the scene. The second officer was taken to the emergency room; he was released after a couple of hours. Tony added he did have the opportunity to visit with Dr. Parent yesterday.

## PARK

Park Superintendent Chad Jonsson reported on park activities. They are averaging about 32 vendors a week at the Farmer's and Artisan's Market. He has been working with Tammy Cotton on Summerfest. There will be a run at 8:00 a.m., and a parade at 10:00 a.m. Tammy Cotton advised there will be food vendors, an art fair, and many events all day.

For the Athletic Complex, Chad announced the well is in; they are using a pump to water the grass. The building permit came in from the state, hopefully Pacemaker Buildings can start site prep next week. Hostetler Landscaping is working on the infields. Centurylink installed a power pole for NIPSCO; Centurylink did this for free. Grant applications have been submitted and are under review, including K-21.

## PUBLIC WORKS

Jeremy Sponseller, Public Works Superintendent, reported the bid opening was held last week on the paving bids. There were two bidders, Niblock and Phend and Brown. He reminded the council \$125,000.00 was budgeted for paving. Niblock's bid was \$130,832.69, and Phend and Brown's bid was \$130,236.73. Jeremy advised he can move money in his Street budget if the council would like to approve the bids for the entire project, or he can eliminate part of the paving. He recommended the council approve the bid of the low bidder, Phend & Brown. Paul made a motion to award the bid to Phend & Brown for \$130,236.73; the work is to be completed in 60 days from the notice to proceed. Jeff seconded. Four voted for the motion; none against. The motion carried.

Jeremy presented a purchase request for a portable generator for the wastewater department; it will be used for lift stations that do not currently have a generator. The low cost is from Goshen Electric at \$2,456.00. Paul made a motion to approve the purchase of the portable generator from Goshen Electric for \$2,456.00 to be delivered in 30 days; Bill seconded. Four voted for the motion; none against. The motion carried.

Jeremy reported the town crew is working on the northeast corner of Lake St and Main St; Thompson Concrete is making progress. Jeremy added he is doing his best to make the sidewalk accessible, but it is difficult with the lay of the land. Thompson Concrete is working with the property owner on some additional work the property owner would like to do. Thompson Concrete asked Jeremy if the town would allow the clerk to pay for the work that has been completed to date; the amount is \$14,487.55. The total contract is for \$25,509.25. Discussion followed on completion; Jeremy noted the completion may be held up because of the property owners. Council members decided to keep the completion at 60 days; if more time is needed, Jeremy can come back and request more time. Paul made a motion to approve payment of \$14,487.55 to Thompson Concrete for work completed to date; Bill seconded. Four voted for the motion; none against. Motion carried.

Jeremy continued with his report. The storm drain by the post office is done; the whole project came in at a cost under \$15,000.00. Jeremy added the original estimate was \$48,000. The water department is flushing hydrants this month; this is done twice a year. Jeremy noted the hydrants in Oakwood have not been flushed for quite some time. Larry asked if there was enough water pressure to fight the fire; Tony advised the pressure was ok.

Bill asked if we have abandoned the pedestrian bridge project on Harkless Dr. Jeremy is looking into alternatives on how to do the project.

CLERK

Clerk Treasurer Julie Kline asked council members if they would like to work on the budgets at the July Regular meeting, or hold a Special Meeting. She noted budgets need to be complete when she meets with the DLGF on July 23. Council members decided to approve budgets at the July 17 meeting.

TOWN ATTORNEY

Town Attorney Mike Reed had nothing further to report.

DISCUSSION FROM THE FLOOR

Syracuse resident Sharon Fowler asked about the housing situation; she said nothing has been done. She feels we need to police those areas. She talked about parked cars; Tony advised the cars are legally plated. Ms. Fowler also brought up the window tint in one of the police cars.

OLD BUSINESS

Bill Musser reported for the Fire Territory. The Fire Territory is working on new construction ideas for the current fire station.

NEW BUSINESS

None.

Bill moved to adjourn the meeting; Paul seconded. Four voted for the motion; none against. The motion carried.

The Syracuse Town Council adjourned at 7:32 p.m.

ATTEST:

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Larry Siegel, President

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Julie Kline, Clerk Treasurer