

January 17, 2017

The Trail Creek Town Council met in regular session on Tuesday, *January 17, 2017* p.m., at the Town Hall, 211 Rainbow Trail, Trail Creek, Indiana.

Council President, Warren Schacht, led us with the Pledge of Allegiance via conference.

Minutes A motion was made by Mr. Bayler to approve the meeting minutes from the December 2016 as written; motion was seconded by Mr. Studtman, and was then unanimously carried.

Approval Of Fund Mrs. Heath made a motion to accept the December 2016 Fund report; the motion was seconded by Mr. Studtman and was then unanimously carried.

Approval of Claims A motion was made by Mrs. Heath to pay bills in the amount of \$ 164,674.40 (ONE HUNDRED SIXTY FOUR THOUSAND SIX HUNDRED SEVENTY FOUR DOLLARS AND FOURTY CENTS) the motion was seconded by Mr. Bayler and was then unanimously carried.

Correspondence: See Police Report

Department Reports:

MS4: Ms. Kate Doyle in attendance to discuss the MS4 Program. She indicated that the new MS4 State Coordinator is Staci Goodwin. She also reported that the program had 55 (Fifty five) compliance reviews and 18 (Eighteen) commercial plan reviews. For the year 2016, there were a total of 637 (Six hundred thirty seven) up by 200 (Two hundred) in 2015. She reports that in 2016 there were 241 (Two hundred forty one) tons on waste removed. The "Bags on Board" program has more than doubled in the year 2016.

Kate indicated that the entity billings will go out in January of 2017.

Ms. Doyle also reported that she has her contract with the town for review by council. After council review a motion was made by Mrs. Heath to accept the terms of the contract for the 2017 MS4 Coordinator, motion was seconded by Mr. Bayler and was then unanimously carried.

Attorney: Mr. Herrbach in attendance.

- He indicated that there are two vacancies available on the Board of Zoning and one vacancy on the park board. Residents who are interested please check with the town hall for further details.
- New Building Code:

1. Joint meeting with the council and the members of the zoning board review of proposed building codes.
 2. Public Hearing: This will be scheduled a half hour before our regular scheduled meeting on February 21, 2017 at 6:30 p.m. Public Hearings must be done three times prior to approval. A copy of this code can be found in the town hall.
 3. Permit Fees: Once an approval is made by council, then we will discuss the permit fees for each permit.
- Signs: TC Foods has a sign up that is grandfathered in under our ordinance. Any other business who would like to put a sign up for advertisement purposes must go through the zoning board to receive the proper variance.

Engineer: Mr. Doyle in attendance.

- Drainage Issues: Rainbow Trail and Melody has a drainage concern that has been relayed by residents to the Engineer. Mr. Doyle indicated that D&M Excavating has pumped out what amounts to be a drywell in that area. Mr. Doyle recommends a to extend the storm sewer in the area. He indicated that this project could cost in the area of \$ 125,000.00 (ONE HUNDRED TWENTY FIVE THOUSAND DOLLARS AND ZERO CENTS) After a lengthy discussion it was decided that Mr. Doyle would come up with some better numbers of the cost through an estimate. Mr. Studtman made a motion to allow Doyle and Associates to get this estimate or possibly some different ideas to correct the drainage issues. Motion as seconded by Mr. Bayler and was then unanimously carried.

Street Department: Mr. Jeff Bruder, Street Commissioner in attendance.

- Bay 3: Street Department as indicated in the Police Report will do an inventory of all items, to try to make space for the police department part time vehicle.
- Street Department Cold Storage: Mr. Bruder indicated that there are some leaks in the building. He invited council members to walk through the street building to look at inventory as well as making necessary repairs to the building.
- Town Garage Sale: He recommended a garage sale to perhaps sell items that are no longer being used by the town.
- Old Baseball Equipment: Jeff stated that a lot of this equipment is outdated and not worth keeping. There was a recommendation to donate this equipment to another league.
- Municipal Sign: The Street Department will also be digging the trench for the electric wires to be buried.

NIRPC: No Report

Park Department: No Report

Building Inspector: No Report

Planning and Zoning: No Report

Police Department: Marshal Dick in attendance.

- **Training:** Each officer must receive 24 hours of training per year. He indicated that Michigan City has graciously offered their new virtual training facility to our officers for this training. Marshal Dick has been offered to be an instructor for this virtual training which would allow him to facilitate the training of our officers.
- **Municipal Sign:** Marshal Dick reported that he has had a conference with the electrician to run the electricity needed for the sign including the illumination of the flag. The other municipal sign that will be located on Greenwood to point in the direction of the municipal complex will be doubled sided.
- **Shredding Need:** Marshal Dick has looked into a service that is bonded and also does this for some local banks. It will cost roughly \$400.00 per year. This will allow the shredding company to come with bins for all departments every 8 weeks.
- **TCPD Renovation:** The Marshal reported that the renovation is coming along. Currently, Michiana Construction is working on getting the framing done. He and his staff are currently working out of the old Chiefs Office. Council President asked the Marshal if another walk through could be scheduled. The Marshal indicated that he will be on duty this weekend if anyone would like to walk through.
- **LED Lights:** KB Electric (Sub Contractor for Michiana Construction) has offered to switch out all lighting with LED light bulbs which are more efficient. There will be a change order put into place with no change or a small change to the price.
- **Bay 3:** There was some discussion regarding the clean out of Bay 3 so that the police department can park their part time vehicle in there. Street Commissioner, Jeff Bruder indicated that he would look into doing an inventory and scrapping of items that are not used in the street department building to make room for all of the items in Bay 3 for the police.
- **Radar Trailer:** The Prosecuting Attorney's office has received the invoice for their donation and Ms. Denham, Clerk Treasurer will take care of getting the check to the appropriate location for the donations.
- **800 MHZ:** We are scheduled to make this switch during the first quarter of 2017. The Police Department as well as the Town Hall has been outfitted with the new equipment. This expenses (donations) will come out of fund # 258.
- **INTERACT:** This is the report writing system for the police department. The Marshal indicated that our cost would be \$ 4000.00 per year. Some discussion was had as to where this money would come from. The Marshal stated that he would follow up to make sure that this amount would be our share.
- **Correspondence:** Marshal Dick received a nice letter from a resident regarding a house check filled out by the FOP Lodge. This resident gave special thanks to Deputy Oberlie and the police department.

Old Business:

- Building Codes: Covered in Attorney Report
- Municipal Sign: Covered in Marshal's Report.

New Business:

- Town Hall Design: Ms. Denham, Clerk Treasurer indicated that the design is ready to be sent down state. Council President asked Mr. Doyle, Engineer if he had and concerns with the design. Mr. Doyle stated that a lot of his concerns will be discussed in more detail once the design is approved and the specifications are drawn up. A motion was made by Ms. Heath to send the design as is down state for approval; motion was seconded by Mr. Bayler and was then unanimously carried.

Public Comment: None

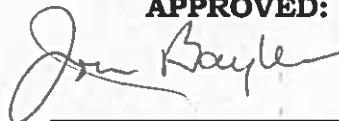
Clerk-Treasurer's Comment: Ms. Denham in attendance.

- Invoice Cloud: Ms. Denham indicated that she would like to utilize a company called Invoice Cloud. This software works directly with our Keystone billing software to allow residents to pay online with a credit card. However, an ordinance had to be created to be able to charge a convenience fee for the use of the credit card. Ms Denham introduced ordinance # 2-2017. A motion was made by Ms. Heath to authorize Ms. Denham to charge residents a convenience fee to pay their bill via a credit card on line, motion was seconded by Mr. Studtman and was then unanimously carried.

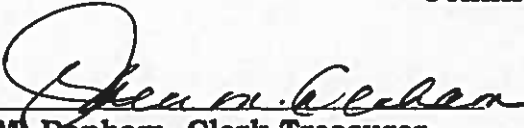
Council Comment:

There being no further business a motion was made by Mr. Studtman to adjourn the meeting at 8:05pm; motion was seconded by Mr. Bayler and was then unanimously carried.

APPROVED:



Warren Schacht, Council President
Jennifer Heath, Council Vice President

ATTEST: 
Joshleen M. Denham, Clerk-Treasurer
February 21, 2017