

October 17, 2017

The Trail Creek Town Council met in regular session on Tuesday, October 17, 2017 at 7:00 p.m., at the Town Hall, 211 Rainbow Trail, Trail Creek, Indiana.

Council President, Warren Schacht, led us with the Pledge of Allegiance via phone conference. Mr. Studtman, Council Member not in attendance.

Bid Opening for the 2017 Street Improvement Projects: Contract Division "A"

Mr. Doyle opened bids and read aloud as follows:

- EGolf: Acknowledged receipt of addendum # 1, 10% bid bond, list of equipment, financial statement for 9-30-16 / 2015, Contract Division "A" quote \$141,537.00, there was no quote for alternate or Contract Division "B"
- GE Marshall Inc.; signed affidavit, E verified, financial statement ending August 31, 2017, 10% bid bond, equipment list, auditor's report March 2017. Contract division "A": \$ 258,181.50, Contract division "B": \$ 18,655.00 for a total bid of \$ 276,836.70
- Selge Construction Company, Niles Michigan: 10% bid bond, equipment list, financial statement ending February 28, 2017, Contract Division "A": \$ 238,546.00, Alternate: \$ 0.00, Contract Division "B": 26,600.00, total bid \$ 265,146.00
- Woodruff & Sons, Michigan City, IN: Form 96, Certified audit December 31, 2016/2015, Addendum #1, 10% bid bond, Contract Division "A" \$ 194,684.07, Alternate: \$ 13,704.01, Contract Division "B": \$ 19,000.80, total bid \$ 227,388.88.

Mrs. Heath, Council Vice President read aloud Town Engineers Bid for Contract Division "A", "B" and alternate. Contract Division "A": \$165,900.00, Alternate:\$ 4000.00, Contract Division "B": \$ 15,400.00. Total estimate not including the alternate is \$ 181,300.00.

Town Attorney, Bill Herrbach advised the board that these bids should be tabled for legal review, then awarded or rejected with a special meeting. Mrs. Heath made a motion to table to the bids until such time as to be legally reviewed; motion was seconded by Mr. Silcox and was then unanimously carried. A special meeting will be scheduled for Monday, October 23, 2017 at 6:00 pm.

Swearing In New Officer Christopher Southwell: Ms. Denham, Clerk-Treasurer read aloud the Oath, as Chris repeated after her. Once sworn in, and the oath was signed, a round of applause was given as well as congratulations from the council.

Minutes A motion was made by Mr. Silcox to approve the meeting minutes from September 2017 as written; motion was seconded by Mrs. Heath and was then unanimously carried.

Approval of Fund A motion was made by Mr. Bayler, accept the September 2017 Fund report; the motion was seconded by Mr. Silcox and was then unanimously carried.

Approval of Claims A motion was made by Mr. Bayler to pay bills in the amount of \$80,771.41 (EIGHTY THOUSAND SEVEN HUNDRED SEVENTY ONE DOLLARS AND FOURTY ONE CENTS) the motion was seconded by Mrs. Heath and was then unanimously carried.

Correspondence: NONE

Department Reports:

MS4: Kate Doyle in attendance.

- MS4 Meeting this afternoon, discussed were some potential projects for the town with the use of the non-reverting / entity funds. One project in particular is the Pritz Dog Park. Mr. Rick Brown has given a preliminary estimate of \$10,000.00 to be used mostly for the bags and the waste stations. The MS4 Program would like to assist each entity in a potential project for instance the fairgrounds would like to put in water. Warren Schacht, Council President asked if the town attorney has any questions regarding the dog park. Town Attorney, Bill Herrbach indicated not at this time.
- Storm Water Utility Fee: Mr. Rick Brown has recommended the town put in place a storm water utility fee; however this idea will be tabled until LaPorte City has undergone the process of instituting this.

Attorney: Mr. Herrbach not in attendance.

- Pritz Dog Park: Bill stated that he met with Jeremy Sobecki, County Park Supervisor and Kate Doyle with her dog "Thumper". Bill indicated it was helpful to have Kate's dog there so that they could see how much a park is needed within the town. Park Board Members; Jim Ganschow and Mary Ganschow were present as well. Bill indicated that a dog park is a social gathering for both owners and the dogs. Ideas such as picnic tables and such were also discussed. Additionally, each dog owner would get a permit from the town hall in order to utilize the dog park.
- Attended a special meeting regarding the revision of ordinances. During that meeting council gave the approval to go ahead and draft some revisions.
- Sent a letter to Mr. Tom Kinney at 329 Black Oak regarding a fence that was erected in the front of the house without a variance. The letter instructed Mr. Kinney of the process of the variance, however indicated until the decision is made by the board, the fence could stay up.
- Sent letter to Dr. Kora, owner of part of Evergreen Plaza regarding an 8-9 ton boulder that was moved from Evergreen Plaza to Pritz Park. The letter asked

that Mr. Kora have it removed. Mr. Herrbach received a phone call by Dr. Kora directing Mr. Herrbach to his attorney. Mr. Herrbach has not heard back yet.

- Mr. Doyle, Town Engineer commented that the boulder is an old concrete footing from a sign post in the plaza. Mr. Doyle indicated that Bill Herrbach should also send a letter to Reith Riley, since they are the owner of the boulder. Mr. Herrbach will follow up with Reith Riley as well.
- Cyber Security: Mr. Herrbach indicated that there is a push by the state to understand the risks of cyber hacking. He stated that Joshleen was ahead of it, and this year purchase cyber insurance to protect the town. However, he also drafted a letter explaining to employees that if their email account is compromised in any way, to forward the information to the town clerk , Joshleen Denham, so that she can contact the insurance company.
- Abandoned/Vacant Properties: Ms. Denham indicated that there have been about 14 that have registered with the town thus far. Ms. Denham, will forward that list to Bill so that he can follow up.

Engineer: Mr. Doyle in attendance.

- Hwy 20 Project: John indicates that both sides of the water lines are complete, next step is the relocation of utilities, which will begin October 01, 2017
- Storm Sewer Line at Melody: A motion was made by Mr. Silcox to get bids on this project, motion was seconded by Mr. Bayler and was then unanimously carried. John will seek sealed bids to be opened at the October 17, 2017 meeting.

Street Department: Mr. Jeff Bruder in attendance.

- Leaf Pick up: Will began October 19 through November 22 weather permitting
- Trimming and chipping branches that are hanging over the street, as well as clean up on South Roeske is complete.
- Evergreen Plaza Ditch: Mr. Bruder indicated that if budgets are approved for 2018 he did budget for a mower that will allow his department to mow with ease.

NIRPC: Mr. Bayler, Council Member indicated that he attended a meeting last week, with nothing to report. However, he does have some pamphlets on the 2040 Comprehensive Plan as well as a video if anyone is interested.

Park Department: Kyle Kazmierczak in attendance

- Fall Festival; Kyle indicated that about 250 people came out to enjoy the festival. We received \$371.65 in donations. Kyle thanked the residents for coming out and the park board; Tiffany Hoen, Mary Ganschow, Jim Ganschow and Clerk-Treasurer, Joshleen M. Denham for volunteering.
- Pritz Dog Park: The Park Board will meet with the Coolspring Trustee to ask for donations

Mr. Bayler, Council Member asked how are we going to enforce the permit on the dog park? Kyle answered by saying it would be "self policed", with the proper lighting, the park would be open from dawn to dusk just as Nelson and Congdon are.

- DNR: Conservation did a study down at Nelson Park
 1. LWCF (Land and Water Conservation Fund) Sign Must be put up where visible. This sign will cost \$ 25.00 and the Park Board will take care of this.
 2. ADA Accessibility; The Park Board will be working with the Street Commissioner to pour concrete pads in the spring of 2018
- Picnic Tables: The park department will be purchasing from their budget 5-7 picnic tables that will be ADA Compliant
- Baseball Contract: Kyle reported that he would like to tweak the contract between Michigan City and Trail Creek regarding baseball. Park Board President, Kyle Kazmierczak indicated that he and the park board would be looking at the contact to benefit the town, perhaps the care of the fields.
- 800 MHZ; Kyle wanted to express his liking of the system, the schools and juvenile detention centers now have direct contact with the police and dispatchers. Mr. Bayler asked if the street department will also have a base, Steve responded by saying right now the street department is still on VHF, however in the near future that may change.
- Trick or Treat is October 31, 2017 from 5:00 – 7:00, there will be two officers on duty and the police department will also be down at Nelson Park along with the Clerk-Treasurer, Joshleen Denham to hand out candy and hot chocolate.
- 2018 Dodge Charger (Police Vehicle): Currently in production, tentative delivery date of November 01, 2017.
- Deputy Southwell will be starting ILEA on Monday 23,2017. For the remainder of this week he will work 12 hour shifts and off on the weekend.

Building Inspector: No Report

Planning and Zoning: No Report

Police Department: Marshal Dick in attendance.

- Concrete Base: Marshal Dick indicated that he did infact have several conversations with Evergreen Plaza Property Manager, Bob Pendergast to have this removed.
- Gas Leak at Evergreen Plaza: Marshal Dick reported that that the Michigan City Water Department was out testing lines and hit a gas four inch gas line, the repair took four hours but has since been completed.
- 800 MHZ: Marshal Dick reports that the system is working well and that it is a great asset to the county.

Old Business:

- Credit Card Ordinance; the attorney explained the need for this Ms. Denham agreed and a motion was made by Ms. Heath to accept ordinance # 4-2017 the credit card use policy, motion was seconded by Mr. Silcox and was then unanimously.

- **Budget Reduction:** Ms. Denham explained that the DLGF indicated that the town needs to reduce budgets for both 2017 & 2018 in the amount of \$ 221,000.00. Ms. Denham presented Resolution # 5-2017 to reduce 2017 budgets in the amount of \$72,000.00 Ms. Heath made a motion to accept resolution # 5-2017, motion was seconded by Mr. Bayler and was then passed unanimously.
- **2nd Public Hearing on 2018 Budgets:** Ms. Denham indicated that the advertisement will still read as was submitted prior to reduction meeting. The budgets will be submitted with \$138,000.00 less. Ms. Denham then read aloud the advertisement. A motion was made by Mr. Bayler to accept the 2018 Budgets as read; Ms. Heath seconded the motion and was then unanimously carried.

New Business: None

Public Comment:

- **Mr. Brent Bassett; 520 Johnson Road.** He has lived in Trail Creek since 2002. He comes to the meeting with some concerns on the traffic and speeding on Johnson Road. He indicated that he donated to the radar trailer as well as one of his friends. He stated he has been working with Marshal Dick as to his concerns. He would like to come up with a few ideas to alleviate this concern; however he feels he is not getting any feedback from Marshal Dick as communication has unfortunately dropped off. Mr. Schacht asked the Marshal if he has anything to add Marshal Dick stated he has responded to his concerns, his department has up stepped the patrols, he is unsure what Mr. Bassett is looking for. Ms. Heath asked Mr. Bassett what he is looking for the end result to be. Mr. Bassett indicated that he has repeatedly offered for the police to sit in his driveway. Mr. Bassett stated he doesn't know what the answer is, he would just like to work together. He has asked the Marshal for the data on the trailer and has not received. Ms. Heath and Mr. Schacht stated the appreciation of the donation and that they would speak with the Marshal and tried to find more solutions.
- **Jerraly Stark; 2109 Red Oak Drive.** She wanted to thank the Street Department for trimming the trees

Clerk-Treasurer's Comment: Ms. Denham indicated she has nothing to report other than the grant she obtained for street improvement in the amount of \$334,664.50 which will be used for the Roeske Drainage Project in 2018.

Council Comment None

There being no further business a motion was made by Mr. Silcox to adjourn the meeting at 8:22 pm; motion was seconded by Mrs. Heath and was then unanimously carried.

APPROVED:



Warren Schacht, Council President
Jennifer Heath, Council Vice President

ATTEST:



Joshleen M. Denham, Clerk-Treasurer

November 21, 2017

ORDINANCE OR RESOLUTION FOR APPROPRIATIONS AND TAX RATES

State Form 55865 (7-15)
 Approved by the State Board of Accounts, 2015
 Prescribed by the Department of Local Government Finance

Budget Form No. 4
 Generated 10/18/2017 12:25 27 PM

Ordinance Number: 3-2017

Be it ordained/resolved by the Trail Creek Civil Town that for the expenses of TRAIL CREEK CIVIL TOWN for the year ending December 31, 2018 the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided for by law. In addition, for the purposes of raising revenue to meet the necessary expenses of TRAIL CREEK CIVIL TOWN, the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds must be completed and submitted in the manner prescribed by the Department of Local Government Finance.

This ordinance/resolution shall be in full force and effect from and after its passage and approval by the Trail Creek Civil Town.

Name of Adopting Entity / Fiscal Body	Type of Adopting Entity / Fiscal Body	Date of Adoption
Trail Creek Civil Town	Town Council	10/17/2017

Funds				
Fund Code	Fund Name	Adopted Budget	Adopted Tax Levy	Adopted Tax Rate
0005	CASINO/RIVERBOAT	\$200,403	\$0	0.0000
0101	GENERAL	\$751,838	\$418,002	0.8664
0254	LOCAL INCOME TAX	\$27,025	\$0	0.0000
0706	LOCAL ROAD & STREET	\$18,348	\$0	0.0000
0708	MOTOR VEHICLE HIGHWAY	\$351,715	\$105,482	0.2186
0720	MAJOR MOVES - TOLLROAD COUNTIES	\$22,800	\$0	0.0000
2379	CUMULATIVE CAPITAL IMP (CIG TAX)	\$20,382	\$0	0.0000
2391	CUMULATIVE CAPITAL DEVELOPMENT	\$14,000	\$10,046	0.0177
2411	ECONOMIC DEV INCOME TAX CEDIT	\$82,293	\$0	0.0000
6402	TRASH / SANITATION - OPERATING	\$200,350	\$0	0.0000
		\$1,689,154	\$533,530	1.1027

ORDINANCE OR RESOLUTION FOR APPROPRIATIONS AND TAX RATES

State Form 55065 (7-15)
 Approved by the State Board of Accounts, 2015
 Prescribed by the Department of Local Government Finance

Budget Form No. 4
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Name		Signature
Warren Schacht	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Jennifer Heath	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	<i>Jennifer Heath</i>
Jeff Studtman	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
John Bayler	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	<i>John Bayler</i>
Scott Silcox	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	<i>Scott Silcox</i>

ATTEST

Name	Title	Signature
Joshleen Denham	Clerk-Treasurer	<i>Joshleen Denham</i>

MAYOR ACTION (For City use only)

Name		Signature	Date
	Approve <input type="checkbox"/> Veto <input type="checkbox"/>		