

WALKERTON TOWN COUNCIL MEETING
November 20, 2017

1. **REGULAR MEETING:** A meeting of the Walkerton Town Council was held on November 20, 2017 at the Walkerton Municipal Building at 301 Michigan St. Walkerton, Indiana.
2. **MEETING CALLED TO ORDER:** The meeting was called to order at 7:00 P.M. by Council President Karol Jackson. Council Vice President Gene Reese offered the opening prayer and Council President Karol Jackson led the Pledge of Allegiance.
3. **ROLL CALL:** A silent roll call was taken:

Council President Karol Jackson	present
Council Vice President Gene Reese	present
Council Member Roberta Kickbush	present
Council Member Jeff Fansler	present
Council Member Kackie Chrapliwy	present
Town Attorney Fred Jones	present
Clerk Treasurer Terri Buckmaster	present

There were 10 people present.

4. **MINUTES:** Minutes of November 6, 2017 were presented by Clerk Treasurer Terri Buckmaster.
 - **Motion:** A motion was made by Council Vice President Gene Reese to approve the minutes of October 2, 2017. Seconded by Council Member Jeff Fansler. Motion carried with a 5-0 vote.
5. **CLAIMS:** A Claim Docket starting at 11/2/17 and ending 11/16/17 for \$578,921.28 was presented by Clerk Treasurer Terri Buckmaster.
 - **Motion:** A motion was made by Council Member Roberta Kickbush to pay the claims. Seconded by Council Member Jeff Fansler. Motion carried with a 5-0 vote. A Payroll Docket for the month of October, 2017 for \$124,227.03 was presented by Clerk Treasurer Terri Buckmaster:
 - **Motion:** A motion was made by Council Member Roberta Kickbush to pay the Payroll Docket. Seconded by Council Member Jeff Fansler. Motion carried with a 5-0 vote.

6. PUBLIC HEARING: Additional Appropriations/Reduction of Appropriations

Council President Karol Jackson opened up the Public Hearing.

Council President Karol Jackson read **ORDINANCE NO. 2017-6**

ADDITIONAL APPROPRIATION & REDUCTION ORDINANCE 2017-6

Whereas, it has been determined that it is now necessary to appropriate more money than was originally appropriated in the annual budget; now, therefore:

Sec. 1. Be it ordained (resolved) by the Town Council of Walkerton Civil Town, St. Joseph County, that for the expenses of the taxing unit, the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to laws governing the same:

Fund Name: Cumulative Capital Improvement	AMOUNT REQUESTED	AMOUNT APPROVED BY FISCAL BODY
Major Budget Classification:		
Personal Services	\$ _____	\$ _____
Supplies	\$ _____	\$ _____
Other Services & Charges	\$ <u>1,500</u> _____	\$ <u>1,500</u> _____
Township Assistance	\$ _____	\$ _____
Debt Service	\$ _____	\$ _____
Capital Outlays	\$ _____	\$ _____
TOTAL for Cumulative Capital Improvement Fund:	\$ <u>1,500</u> _____	\$ <u>1,500</u> _____

Fund Name: Cumulative Capital Development	AMOUNT REQUESTED	AMOUNT APPROVED BY FISCAL BODY
Major Budget Classification:		
Personal Services	\$ _____	\$ _____
Supplies	\$ _____	\$ _____
Other Services & Charges	\$ _____	\$ _____
Township Assistance	\$ _____	\$ _____
Debt Service	\$ _____	\$ _____
Capital Outlays	\$ <u>30,000</u> _____	\$ <u>30,000</u> _____
TOTAL for Cumulative Capital Development Fund:	\$ <u>30,000</u> _____	\$ <u>30,000</u> _____

Fund Name: Continuing Education	AMOUNT REQUESTED	AMOUNT APPROVED BY FISCAL BODY
Major Budget Classification:		
Personal Services	\$ _____	\$ _____
Supplies	\$ <u>1,190</u> _____	\$ <u>1,190</u> _____
Other Services & Charges	\$ _____	\$ _____
Township Assistance	\$ _____	\$ _____

Debt Service	\$ _____	\$ _____
Capital Outlays	\$ _____	\$ _____
TOTAL for Continuing Education	\$_1,190 _____	\$_1,190 _____

Fund Name: Rainy Day	AMOUNT REQUESTED	AMOUNT APPROVED BY FISCAL BODY
Major Budget Classification:		
Personal Services	\$ _____	\$ _____
Supplies	\$ _____	\$ _____
Other Services & Charges	\$ _____	\$ _____
Township Assistance	\$ _____	\$ _____
Debt Service	\$ _____	\$ _____
Capital Outlays	\$_27,767 _____	\$_27,767 _____

TOTAL for Rainy Day Fund:	\$_27,767 _____	\$_27,767 _____
Fund Name: LOIT Special Distribution	AMOUNT REQUESTED	AMOUNT APPROVED BY FISCAL BODY

Major Budget Classification:		
Personal Services	\$ _____	\$ _____
Supplies	\$ _____	\$ _____
Other Services & Charges	\$ _____	\$ _____
Township Assistance	\$ _____	\$ _____
Debt Service	\$ _____	\$ _____
Capital Outlays	\$_199,790.45 _____	\$_199,790.45 _____

TOTAL for LOIT Special Distribution Fund:	\$_199,790.45 _____	\$_199,790.45 _____
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Fund Name: Local Road and Street	AMOUNT REQUESTED	AMOUNT APPROVED BY FISCAL BODY
Major Budget Classification:		
Personal Services	\$ _____	\$ _____
Supplies	\$ _____	\$ _____
Other Services & Charges	\$ _____	\$ _____
Township Assistance	\$ _____	\$ _____
Debt Service	\$ _____	\$ _____
Capital Outlays	\$_18,500 _____	\$_18,500 _____

TOTAL for Local Road and Street Fund:	\$_18,500 _____	\$_18,500 _____
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Sec. 2. Whereas, it has been shown that certain existing appropriations now have unobligated balances that will not be needed for the purposes for which appropriated, it is further ordained (resolved) that the following existing appropriations be reduced in the following amounts:

Fund Name: Motor Vehicle Highway	AMOUNT OF REDUCTION REQUESTED	AMOUNT OF REDUCTION APPROVED BY FISCAL BODY
Major Budget Classification:		

Personal Services	\$ _____	\$ _____
Supplies	\$ _____	\$ _____
Other Services & Charges	\$ _____	\$ _____
Township Assistance	\$ _____	\$ _____
Debt Service	\$ _____	\$ _____
Capital Outlays	\$ 30,000 _____	\$ 30,000 _____
TOTAL for Motor Vehicle Highway Fund:	\$ 30,000 _____	\$ 30,000 _____

Council President Karol Jackson: Are there any comments or questions from the citizens? There being no comments or questions, Council President Karol Jackson asked for a motion to close the Public Hearing.

- **MOTION:** Council Member Jeff Fansler made a motion to close the Public Hearing. Council Member Roberta Kickbush seconded the motion to close the Public Hearing. Motion carried with a 5-0 vote.

Council President Karol Jackson: Are there any comments or questions from the Council? There being no comments or questions, Council President Karol Jackson asked for a motion to approve **ORDINANCE NO. 2017-6** on first reading.

- **Motion:** A motion to approve **ORDINANCE NO. 2017-6** on first reading was made by Council Member Kackie Chrapliwy. Council Vice President Gene Reese seconded the motion to approve **ORDINANCE NO. 2017-6** on first reading. Motion carried with a vote of 5-0

7. ORDINANCE NO. 2017-8 /FIRST READING:

Council President Karol Jackson read **Ordinance No. 2017-8** by title only:

**ORDINANCE NO. 2017-8
AN ORDINANCE AMENDING THE SCHEDULE OF RATES
AND CHARGES FOR THE USE OF AND SERVICES
RENDERED BY THE MUNICIPAL ELECTRIC UTILITY OF
THE TOWN OF WALKERTON, INDIANA**

Council President Karol Jackson asked for a motion to approve **ORDINANCE NO. 2017-8** on first reading.

- **Motion:** A motion to approve **ORDINANCE NO. 2017-8** on first reading was made by Council Member Roberta Kickbush. Council Member Jeff Fansler seconded the motion to approve **ORDINANCE NO. 2017-8** on first reading. Motion carried with a vote of 5-0

The public hearing for Ordinance No#2017-8 will be held on December 18, 2017 at 7:00pm.

8. **CORRESPONDENCE:** A thank you card was presented to the Walkerton Area Economic Development for their donation of \$250.00 to the Unity Foundation of LaPorte County in memory of Fran Hiler, the Founder of UFL. Their gift meant a great deal to all of those at the Foundation...and even more to the people who benefit directly from it. Together we are “a power for good.”

9. **CITIZENS INPUT:** None at this time.

10. DEPARTMENT HEAD REPORTS:

PARK DEPARTMENT Park Supervisor David Wallace presented the Park Department report.

Walkerton Parks Department
November 20, 2017

Programs

- Senior Stretch – Still ongoing
- Martial Arts – Few more students have added since soccer ended.
- Fall Soccer – Finished out strong. Working on the next Spring session.
- Ballet- New program with 40 students. Great turnout through flyers with the schools.
- Tumbling- Will follow ballet and rotate back and forth between both programs.
- Youth Building rented Mon-Fri nights with programs.

- Misc.
- Trunk or Treat went well. Had over 500+ come through.

- Santa visit-Dec 9th Tri Kappa assisting
- Ballet recital Dec. 2nd

- Discussion
- Urey Park-Ordering Fountain. Will take 6-8 weeks for delivery. Will be ready for Spring.

- Submitting OCRA Grant with Phil and working together for new Community Building

Council Member Jeff Fansler asked Park Supervisor David Wallace about the clock not working. Park Supervisor David Wallace said they had problems with the clock and they had order parts for it last week so when did you see this? Council Member Jeff Fansler said I believe it was last Friday.

Council Member Jeff Fansler speaking in behalf of the WLFT Board announced to the Council that the Fire Department just took on David Wallace as a fireman. Congrats to David for his involvement to the community

COMPUTER SERVICES: Craig DeMyer gave his report for October 2017.

COMPUTER SERVICES:

- Updated “Clerk’s” office PC’s to Microsoft Office 2013.
- Working with John Paschen – Fire Department on PC upgrade.
- Daily monitoring of Server data backups and performing weekly additional backups as necessary.
- Monitoring Servers and desktop systems. Installing updates as required.
- General Maintenance and Support Duties.
- Questions
- Action Items:

UTILITIES: Public Works Director Jason Cox was not present to give his report:

Electric & Water

- Electrical line maintenance.
- Install new overhead service on Ohio St.
- Install new pole at Urey park and electrical outlets.
- Replace old 3 wire service lines with triplex behind Dave’s Body Shop.
- Replace two rotted poles on Kankakee Rd.
- Install new electric service on Willow St. to replace burned up service line.
- Repair electric service on 875 N. due to tree damage.
- Install new underground electric service for building trades house.
- Replace several old security lights with new LED lights.
- Install new underground electric service to replace burnt service on Walkerton trail.

- Repair burnt wire at American Roller.
- Repair water main leak on Washington St.
- Install water service for the library.

Wastewater/Streets

- Started leaf pick up
- Patched streets, St alleys and Dollar General lot
- Worked on trucks. Oil changes and routine maintenance
- We stored two of our mowers for the season and placed plows on the others for snow removal.
- We ordered road salt from Morton Salt, and sand from Stockberger trucking. They were mixed and placed into storage for winter use.
- Made some minor repairs to the leaf machine and ordered 4 new tires to replace the worn ones.
- Took down the American Flags down town. Done maintenance on the banners. Several of the brackets that hold the banners in place are in bad shape and need to be replaced. We no longer have spare parts for these types of brackets, and all should be replaced. A minimum of 40 are needed to replace the old ones which includes spares.
- We took in trash cans for the winter.
- We had to replace all four tires on our Chevy pickup. The tires were about 4 years old and didn't work very well while plowing snow.
- We had performed maintenance on all of our snow plows, checking fluids, wiring, and new cutting edges.

ACTION ITEM

I have attached a letter for the running water issue for you all to look over and make changes as needed. Council Member Roberta Kickbush is helping to rewrite the letter that will be distributed to the residents in the community.

CODE ENFORCEMENT: Code Enforcement Officer Denis Burns presented his report for the month of October, 2017. Council Member Roberta Kickbush asked Dennis if he had seen the Fisher Ordinance? He said he had not seen it. Council Member Roberta Kickbush said she certain the Assistant Chief Charles Kulp had it and if he did not to email her and she would email it to him because she wants him to take a look at it. Dennis Burns thanked the Council

for the Turkey. Park Supervisor David Wallace announced that he also had a thank you card from the Park Board and Personnel.

FINANCE DEPARTMENT: Clerk Treasurer Terri Buckmaster presented the Month End Report for October, 2017. The ending cash balance for the month of October was \$2,137,483.68. Clerk Treasurer Terri Buckmaster asked the Council Members for their help in finishing up the salary ordinance. Council President Karol Jackson asked the Clerk Treasurer Terri Buckmaster to send the information to them by email so they would have time to study the information before the next meeting (December 8, 2017) and the decision could be made at that time.

ECONOMIC DIRECTOR: Economic Director Phil Buckmaster presented the Walkerton Economic Director’s Report for October, 2017. He thanked the Council for the Turkey and Ham.

Walkerton Economic Directors Report

<u>Building Department</u>	<u>2017</u>	<u>2016</u>
807 Tyler St. – Sewer	\$ 44.00	
106 Clark St. – Porch	\$ 40.00	
101 John Glenn School Corp –Re-roof	\$ 106.00	
706 Indiana. – Sewer	\$ 10.00	
101 Lake St – Garage	\$ 100.00	
704 Ohio St. – Remodel	\$ 78.00	
708 Ohio St.-Garage	\$ 42.00	
705 Van Buren St-Roof	\$ 56.00	
Total This Month	\$ 476.00	\$286.00
Year to Date	\$2,996.00	\$4,481.25
Total This Month of Improvements ***	\$109,508.00	\$54,115.00
Yearly Cost of Improvements	\$1,727,407.50	\$1,251,930.62

Made 34 Inspections

UPDATES

Water Treatment - SRF

Library – Moving along on time

Street Project 2018 – Will be ready to bid in January

Community Center – Public Hearing November 28th at 6pm/ application for the OCRA Grant

B P Station – Luke Oil

Action Items:

Building a Better Community One Project at a Time: Phil Buckmaster presented a pamphlet entitled “BUILDING A BETTER COMMUNITY ONE PROJECT AT A TIME” that had been presented at AIM by Clerk Treasurer Terri Buckmaster and Shannon Mc Cloud to the Council. The Council liked the Pamphlet and will use it to promote the Town of Walkerton.

11. **NEW BUSINESS:** Town Attorney Fred Jones stated he and the Council received an anonymous letter raising questions about the eligibility and requirements of a town council member. After reviewing all the facts and all the applicable Indiana law there is no evidence to support such allegations.

12. **PROJECTS IN PROGRESS** Discussed a half hour before the meeting in an Administrative meeting.

13. **ADJOURNMENT:** There being no further business, Council President Karol Jackson announced an adjournment at 8:20 p.m.

Council President Karol Jackson

Terri Buckmaster Clerk-Treasurer