310 LANE STREET
NORTH JUDSON, IN 46366

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Town Council of the Town of North Judson
Regular Meeting Minutes

April 1, 2024 – 6:30 PM

The North Judson Town Council met in Regular Session at the North Judson Town Hall, 310 Lane Street, North Judson, IN on the above date and time with the following present: Council President Rowe, Councilmembers Felchuk, Young and Banks, Clerk-Treasurer Rowe, Town Attorney Schramm, and Town Manager Leszek were all present.

The Pledge of Allegiance was recited.

Council President Rowe asked for approval of the agenda. Councilmember Young moved to approve the agenda. Councilmember Banks seconded the motion, and all Councilmembers present concurred.

Council President Rowe asked for approval of the Minutes from the Regular Council Meeting on March 18, 2024. Councilmember Young moved to approve those Minutes. Councilmember Banks seconded the motion, and all Councilmembers present concurred.

Old Business:

Stellar Pathways Programs 2024 – Office of Community & Rural Affairs

Clerk-Treasurer Rowe explained that there was a Team's meeting the week previous and a few meetings coming up that will discuss the Letter of Intent (LOI) that is due at the beginning of May. The meetings will discuss community projects and economic and wellness goals. They want to discuss how to communicate with the community to figure out how to show ongoing projects and future development. Clerk-Treasurer Rowe stated that the goal is to be selected after the Letter of Intent which only four will be selected. If selected, they would need to start devising a communication plan and a Strategic Investment Plan. If selected, they would receive a $50,000 grant for their Plan. They will include video production and presentations to help show the projects over the next five years. The plans are due November 1, 2024.

2024 Highland & Pioneer Cemetery Maintenance – Bid Opening

Council President Rowe presented two bids for the 2024 maintenance of both Highland & Pioneer Cemeteries to the Council. The first bid was from Gary & Sons for a total of $20,000 for 10 mows, $2,000 per mow. The second bid was Tri-County Lawn Service for a total of $25,000 for 10 mows, $2,000 per mow at Highland Cemetery and $500 per mow at Pioneer Cemetery making it a total of $2,500 per mow for both cemeteries. Councilmember Young made a motion to retain contact with Gary & Sons. Councilmember Felchuk seconded the motion, and all members present concurred.

Thomas Decola – Request for Rezoning: Parcel No. 75-09-16-302-032.000-014
The Council received the plat survey from the Hoosier Valley Railroad Museum. The Planning Commission recommended to not rezone the property given that the Railroad was able to provide a recent survey done by Robert Aoi in 2013.

Councilmember Young motioned to accept the Planning Commission's recommendation and to not grant the rezoning of Parcel No. 75-09-16-302-032.000-014 from Industrial to Residential. Councilmember Felchuk seconded the motion, and all members present concurred.

New Business

Starke County Youth Club – Annual Update, Radio-Thon
Irene Szakonyi updated the Council on the health and academic success of the children enrolled in the Starke County Youth Club. They currently have programs in three local public schools before and after school every day. There are around 300 kids currently enrolled in the program this year. Szakonyi presented data from the previous year that shows the kids involved in their programs do better in subjects like Math and Language Arts. The data showed that the children are receiving "B's" or higher in their classes and are scoring higher on standardized tests. Szakonyi noted that they have had parents' express gratitude for helping build their children's self-esteem and that one of their newer programs requested was a cooking class for students and their guardians. The children and their guardians were able to learn basic cooking skills, kitchen safety, health and nutrition facts while putting together meals. This program was held over the course of four weeks in fall of 2023. The program was so successful that they were able to host it again the February 2024. Szakonyi wanted to mention that their annual Art Show would be held at the Knox Community Center from 11:00 A.M. to 1:00 P.M. on Saturday, May 18, 2024. The children have spent all year learning about different artists and techniques so that they can create their own sculptures, fabrics, and paintings. There will be a free Community Performance held after the Art Show as well.

Marc Vendl is the Donor Relations Manager at the Starke County Youth Club. Vendl informed the Council of their upcoming Radio-A-Thon. The Radio-A-Thon will be from 10:00 A.M. to 4 P.M. on Friday, May 3, 2024, at WKVI, K99.3 FM. The goal is to raise $50,000 during the duration of the three hours. They have already received a matching grant of $10,000 from the Hardesty Foundation. Vendl informed the Council that any individual or business who donates $250 will have an opportunity to speak on the radio. People will be able to donate on the SCYC website and over the radio during the event.

2024 Water & Sewer Utility – Financial Management Reports
Clerk-Treasurer Rowe & Town Manager Leszek provided a brief update on the annual Utility Financial Management Reports and that Baker Tilly Municipal Advisors will be in attendance at the next meeting to provide their input on both reports.

Recognition of Guest

Craig Harlamert wanted to hear about the new updates that are being made to the Town Park. Council President Rowe directed him to Park Project posters that are placed around the Town Hall.

Bill Brant addressed his concerns about Pioneer Cemetery to the Council. Brant wanted the Town to look into State or Federal grants to help pay for stump removal and headstone restoration. He also wanted the

Council to look into making the Pioneer Cemetery a Historical Site. Councilmember Felchuk informed him that she and Starke Country Historian, Ventia Cunningham, have created a committee to do just that. Councilmember Felchuk informed him that she and Cunningham have been researching companies that will restore the headstones. They will be able to restore ten or more headstones for $10,000 depending on the damage done to the headstones. Clerk-Treasurer Rowe stated that there are plans to budget a certain amount every year till all of the graves are addressed, turned up and secured properly.

Brant addressed the Council with another concern regarding the Downtown area and what tourists will think while driving through it. Brant stated that most of the downtown area has many buildings that are rundown and are sitting empty. He provided the Council with some examples including the former sporting goods shop and the Bottle Shop. He expressed that most of these buildings have broken windows and faded paint. Brant proposed to the Council use the Right of Immanent Domian to enforce the owners to maintain their properties. He stated that we have a historical town with the Hoosier Valley Railroad Museum and that we should encourage the owners to clean up the building or develop the buildings for another purpose.

Brant wanted the Council to write a letter of appreciation for both the Police and Fire Departments. Brant was concerned about continuous speeding over on Vine Street. He states that he stays around 20 mph while he is driving, and he believes that the other vehicles are going at least 35 to 40 mph. Brant stated his concerns about the safety of the children walking on the side of the street since there is no sidewalks that boarder that road.

Donna Henry was present on behalf of the Mint Festival Community to address the Council with concerns about having golf carts on festival grounds. Henry stated that she does not want people to assume that they are allowed to drive through Lane Street and Norwayne to visit vendors. Golf carts are permitted to drive up to town if they are properly insured and registered through the town. The golf carts must also be parked appropriately near festival grounds. Henry also reported that they had their first sign-ups for the Mint Pageant and Mint Darlings. Henry mentioned that there will be one more pageant sign-up at North Judson–Wayne Township Library.

Department /Representative Reports

Clerk-Treasurer - Andrew Rowe

Clerk-Treasurer Rowe presented the following Customer Adjustment Requests:
There was an adjustment request on Account No.132007 at 3698 W 625 S. It was discovered that that customer had a leak when meters were read. The leak was in the line between the meter and the house, and it did not go into the sewer. Clerk-Treasurer Rowe requested to adjust down to the average sewer of $56.32 for an adjustment of $873.15, making their final amount due of $690.70.

There was an adjustment request on Account No.1860000 at 801 Campbell Drive. The school's meter numbers had rolled over to zero causing Keystone to input consumption as 2,079,040 gallons when the actual consumption was 38,690 gallons. Clerk-Treasurer Rowe requested to adjust amount due of $17,801.92 down to $1,085.62 with an adjustment of $16,716.30.

There was an adjustment request on Account No.6009004 at 6225 S Oakwood Street. The customer said he was paying for two accounts. We thought he was paying for two months on his account, but his payment was meant to go towards both of the accounts. It was able to be fixed but needed to request the late fee in the amount of $7.90 to be reversed since it was made on March 11, 2024, before penalties were assessed.

There was an adjustment request on Account No.2720004 at 306 Hancock Avenue. Customer was not given water trickle credit in the previous months due to bills being estimated. Clerk-Treasurer Rowe requested to adjust down to the average sewer amount of $46.85 for an adjustment of $29.93 making their amount due $123.07.

Councilmember Young made a motion to adjust the charges:
Account No. 132007 – 3698 W 625 S to adjust down to the average sewer of $56.32 for an adjustment of $873.15, making their final amount due to $690.70.
Account No. 1860000 – 801 Campbell Drive to adjust amount due of $17,801.92 down to $1,085.62 with an adjustment of $16,716.30.
Account No.6009004 – 6225 S Oakwood Street to request the late fee in the amount of $7.90.
Account No.2720004 – 306 Hancock Avenue to adjust down to the average sewer amount of $46.85 for an adjustment of $29.93 making their amount due $123.07.
Councilmember Felchuk seconded the motion, and all members present concurred.

Clerk-Treasurer Rowe then presented:
P.O. 2548 to Troyer Group for Bidding & Construction Administration, Invoice 56992, in the total amount of $1,015.00
P.O. 2549 to 1st Choice Insurance Services for Invoice No.19737 for Renewal Inland Marine (Commercial) Liberty Mutual, Invoice 19737, in the total amount of $2,812.00.
P.O. 2550 to WTH Technology, Inc for Think GIS User Licenses, Installation, Configuration, and training, in the total amount of $625.00.
P.O. 2551 to Utility Supply Company for Quotation No.1504528 for Neptune 360 Setup fee, Neptune 360 Tier 2 251-1000, and MRX920 Mobile Data Collector – w/o Laptop, Invoice 1504528, in the total amount of $19,500.00.

Councilmember Felchuk made a motion to pay:
P.O. 2548 to Troyer Group for Bidding & Construction Administration, Invoice 56992, in the total amount of $1,015.00
P.O. 2549 to 1st Choice Insurance Services for Invoice No.19737 for Renewal Inland Marine (Commercial) Liberty Mutual, Invoice 19737, in the total amount of $2,812.00.
P.O. 2550 to WTH Technology, Inc for Think GIS User Licenses, Installation, Configuration, and training, in the total amount of $625.00.
P.O. 2551 to Utility Supply Company for Quotation No.1504528 for Neptune 360 Setup fee, Neptune 360 Tier 2 251-1000, and MRX920 Mobile Data Collector – w/o Laptop, Invoice 1504528, in the total amount of $19,500.00. Councilmember Banks seconded the motion, and all members present concurred.

Clerk-Treasurer Rowe discussed the installation of new meters around the town. He explained that we had some issues with estimates this past winter with the old meters. Town Manager Leszek believed that the new meters were to arrive in June/July at the latest, to which Utility Supervisor Kapp mentioned that the new meters will be here late May, early June. The Utility Department will be able to install them as soon as they arrive. Council President Rowe asked how many meters needed to be installed. Utility Supervisor Kapp stated there were around 230 meters left to install.

Clerk-Treasurer Rowe presented a special event permit with a requested date change. Purple Tent of Hope Ministries requested to switch their original date of April 7, 2024 to April 27, 2024 at Norwayne Field. Clerk-Treasurer Rowe asked if the Council would motion to approve the date change. Councilmember

Felchuk motioned to approve the date change. Councilmember Young seconded the motion, and all members present concurred.

School Board – Doug Wilde
Council President Rowe presented a letter from Superintendent Kelly Shepherd from the North Judson School Corporation to the Council to thank them for their help in purchasing two brand new AED's. Partnerships with the County's health department will help the school obtain a total of six AED's for around their campus. Clerk-Treasurer Rowe mentioned receiving a similar letter from the NJ-SP Basketball team as well.

Building Inspector– Nick Radtke
Nothing presented.

Code Enforcement – Deputy Marshall Derek Russell
Deputy Marshal Russell stated that he received questions regarding registering golf carts in town. All questions concerning registration have been sent to the Town Hall. Deputy Marshall Russell mentioned having complaints about lights being out on Lane Street. Utility Supervisor Kapp stated that she is waiting to hear back about ordering new bulbs. Clerk-Treasurer Rowe mentioned that there were a few lights facing the buildings instead of the street.

Unsafe Hearing
Nothing presented.

BZA/Planning Commission
Clerk-Treasurer Rowe discussed having a Tentative Planning Commission meeting at 7:30 A.M. on April 15, 2024. This meeting will discuss Mr. Verhangen's plan for additional homes on his park property.

Redevelopment Commission
Clerk-Treasurer Rowe informed the Council that they will likely need to start having fifteen-to-twenty-minute meetings prior to the Regular Council Meetings once the contractor billing gets started.

Park Board – Nick Radtke
Nothing presented.

Police Department – Deputy Marshall Derek Russell
Derek Russell stated the Police Department responded to 280 calls. On March 24, Deputy Badell assisted the Starke County Sheriff's Department in getting 87 grams of Methamphetamine off the streets. He mentioned that the Department's Easter Egg hunt was a success. There were 6,000 eggs hidden and the children were able to find them pretty quickly. Russell stated that he would look into putting a speeding sign on Vine Street to help with speeding drivers.

Fire Department – Fire Chief Todd Jackson
Fire Chief Jackson stated that the Fire Department had 20 calls, 8 of them were for medical assistance, 1 structure fire, 1 vehicle accident and the rest were for brush fires. Jackson wanted to mention that Louis Matzat finished the Smoke Divers class in Indianapolis. Forty-six people started the class but only fifteen finished with Matzat being one of them. Matzat is now a certified smoke diver in the State of Indiana.

Councilmember Felchuk asked Fire Chief Jackson to explain what the certification entailed. Jackson explained that it was a full week of training where Matzat was placed in burning structures and was told to recover different bolts.

Jackson then presented for payment P.O. 2543 to Bartronics, Inc. for Invoices No.40713/40719 for Radio and Pager Repair Services in the amount of $601.15.

Councilmember Young made a motion to approve P.O. 2543 to Bartronics, Inc. for Invoices No.40713/40719 for Radio and Pager Repair Services in the amount of $601.15. Councilmember Felchuk seconded the motion, and all members present concurred.

<u>Utility Department</u> – Utility Supervisor Kimberly Kapp

Utility Supervisor Kapp stated that Tanner Butler finished his 90 days, ended on April 1, 2024, and is doing very well. The Utility Department picked up brush at the end of the month. Kapp stated that they will be picking up brush the last Thursday of the month. She also wanted to remind everyone that if a homeowner has a contractor remove a tree from their property, then the owners are responsible for cleanup. Kapp noted that the owner has the option to pay for a special request to have the tree brush cleaned up by the Utility Crew. Council President Rowe mentioned posting a note on the resident's door, so they are aware of that option. Kapp also mentioned that the Town has been selling quite a bit of water to a company that is working on the solar project in San Pierre and the crew putting in the Communications Tower at the corner of Highway 421 and Highway 10.

Kapp then presented:
P.O. 2544 to Flow Technics for Repair of WWTP RAS Pump 1, and Sewer Equipment repair, Order No. ORD00008269, in the amount of $2,378.21;
P.O. 2545 to Peerless Midwest for Invoice No.76799 for Annual Well & Pump Performance Testing/Inspection/Servicing in the amount of $1650.00.

Councilmember Felchuk made a motion to approve:
P.O. 2544 to Flow Technics for Repair of WWTP RAS Pump 1, and Sewer Equipment repair, Order No. ORD00008269, in the amount of $2,378.21; P.O. 2545 to Peerless Midwest for Invoice No.76799 for Annual Well & Pump Performance Testing/Inspection/Servicing in the amount of $1650.00. Councilmember Banks seconded the motion and, and all members present concurred.

Council President Rowe asked if Tanner Butler pay was changing since the 90 days was completed. Kapp stated the pay would remain the same, but he would now be able to receive insurance. Clerk-Treasurer Rowe asked if Butler had completed his Mosquito Testing yet. Kapp responded by saying that he went to the Core Class on March 20, 2024, and passed the test. Kapp said that on April 11, 2024, he will be taking the Category 8 class and taking the test on April 15, 2024.

<u>Town Manager</u> – Joe Leszek

Town Manager Leszek restated some of the details heard earlier in the meeting regarding the Stellar Project and colors for the Town Park. Leszek stated that tree removal has begun on the Town Park Improvements Project. The crews were able to get all of the trees removed before bat season began on April 1, 2024. He stated that the crews are now working on removing brush and limbs from the area.

Leszek informed the Council that the owner of the Max Health called him to inform him that they wanted to sell the building. Their realtor informed them that the alley located behind the property had brush overgrown. People have been forced to drive around the brush and that has caused the alley to have a bit of a jog onto their property. The owner will not be able to sell the property till the issue is resolved. Leszek stated that he had been in contact with Territorial Engineering to survey the alley to make sure the town has the correct line before calling homeowners and clearing the brush. Leszek stated that Territorial Engineering was about eight weeks out before they could come and look at the alley. He had informed the owner, and she was grateful for the Town's help.

Town Manager Leszek informed the Council that they were looking into the issues of not being able to see when pulling out of Jones Street and Highway 10. Kapp suggested moving the Heartland sign over a bit might help the area become more visible. Leszek stated that they were also looking into mirrors, but the problem would be finding a good place for visibility.

Town Manager Leszek stated that over the next few weeks, he will be doing ride-alongs with the Police Department Deputies in order to better understand their day-to-day tasks.

Leszek then presented:
P.O. 2546 to USI for DES No. 2101695 Invoice 19902 & Invoice 20485, Hubery Sidewalk, in the amount of $20,801.00.
P.O. 2547 to USI for PASER/PAMP Update 2023-Invoice 19493 & 2024 CCMG Maintenance-Invoice 19988 in the amount of $1821.00.

Councilmember Felchuk made a motion to approve:
P.O. 2546 to USI for DES No. 2101695 Invoice 19902 & Invoice 20485, Hubery Sidewalk, in the amount of $20,801.00; P.O. 2547 to USI for PASER/PAMP Update 2023-Invoice 19493 & 2024 CCMG Maintenance-Invoice 19988 in the amount of $1821.00. Councilmember Banks seconded the motion and, and all members present concurred.

Legal Updates – Town Attorney Justin Schramm
Clerk-Treasurer Rowe wanted to know if the deed amendment for the Town Park property was recorded, and Town Attorney Schramm confirmed that was deed was recorded.

Additional Business Deemed Necessary by the Council:
Nothing Presented.

Payment of Claims:
Councilmember Young made a motion to pay Payment of Claims in the amount of $358,406.03. Councilmember Banks seconded the motion, and all members present concurred.

Councilmember Felchuk made a motion to adjourn, Councilmember Young seconded the motion, and all members present concurred.

Meeting adjourned at 7:18 P.M.

Attest:

John Rowe, Council President

Andrew J. Rowe, Clerk-Treasurer

Next regular scheduled meeting – Monday, April 15, 2024, at 6:30 P.M.