



Town Council of the Town of North Judson
Special Meeting Minutes

December 30, 2024, 8:00 A.M.

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, Vice-President Brown and Councilmembers Banks, Lewandowski, and Windbigler were in attendance. Clerk-Treasurer Rowe & Town Manager Leszek were also able to attend.

The Pledge of Allegiance was recited.

Council President Rowe asked for approval of the agenda. Council Vice President Brown moved to approve the agenda. Councilmember Banks seconded the motion, and all council members present concurred.

Business

2025 Property & Liability Insurance Update – 1st Choice Insurance

Clerk-Treasurer Rowe explained that Megan Greer informed them that she did not receive all of the adjustments for their deductibles. She informed Rowe that she will be at the next meeting to get everything laid out for them. Leszek explained that when Greer comes to the meeting then she will be able to explain what kind of deductible will be the best and see which plan will be the most savings.

Town Ordinance No. 2024-06 – 2024 Budget Additional Appropriations

Clerk-Treasurer Rowe read aloud Town Ordinance No. 2024-06 for everyone present. He explained that it has been determined that it is now necessary to appropriate more money than was originally appropriated in the annual budget. He stated that the funds included CEDIT & MVH/Other Services and CEDIT & MVH/Capital Outlays.

Council Vice President Brown made a motion to open the public hearing for Town Ordinance No.2024-06; no comments were submitted. Councilmember Banks seconded the motion, and all members present concurred. Council Vice President Brown made a motion to close the Public Hearing & Adopt Town Ordinance No. 2024-06 – 2024 Budget Additional Appropriations. Councilmember Banks seconded the motion, and all members present concurred.

Town Ordinance No. 2024-07/08/09: 2025 Town Employee Salary Ordinance(s)

The Council discussed, in depth, each position within the Employee Salary Ordinance, the corresponding rate of compensation, and the pay dynamics around overtime, hourly & salary rates of pay, bi-weekly and quarterly, and yearly earnings overall. Once all positions were discussed and pay rates established, each employee was enumerated specifically for the year ahead, 2025, beginning on the first pay date after January 1, 2025.

Clerk-Treasurer Rowe presented Town Ordinance No. 2024-07: 2025 Town Employee Salary Ordinance for Council Consideration.

Council Vice President Brown made a motion to approve Town Ordinance No. 2024-07: 2025 Employee Salary Ordinance. Councilmember Banks seconded the motion, and all members present concurred.

Clerk-Treasurer Rowe presented Town Ordinance No. 2024-08: 2025 Town Employee Salary Ordinance for Council Consideration.

Council Vice President Brown made a motion to approve Town Ordinance No. 2024-08: 2025 Employee Salary Ordinance. Councilmember Banks seconded the motion, and all members present concurred except for Council President Rowe who abstained from the vote.

Clerk-Treasurer Rowe presented Town Ordinance No. 2024-09: 2025 Town Employee Salary Ordinance for Council Consideration.

Council Vice President Brown made a motion to approve Town Ordinance No. 2024-09: 2025 Employee Salary Ordinance. Councilmember Banks seconded the motion, and all members present concurred except for Councilmember Lewandowski who abstained from the vote.

2024 Year End Billings, Financials, & Reporting Update

Clerk-Treasurer Rowe informed the council that he is currently working on his year-end reporting. He explained that he did receive his notification packet from the Social Security Administration where he can now report wages electronically since they have had over 50 employees over the last year. He stated that the W-2's will be sent out to all employees within the next couple of weeks.

Town Manager Leszek presented the following Purchase Orders for Council Approval:

P.O. 2711 to J&K Communications for repair of one 800Mhz Fire Radio, Invoice 123666, in the amount of \$842.19.

P.O. 2712 to Flow Technics for repair of Pir pump, Invoice INV000011340, in the amount of \$947.62.

P.O. 2713 to USA Bluebook for Intelleal LBOD Probe and Shipping, Invoice INV00568237, in the amount of \$1,651.56.

P.O. 2714 to Grainger for ½ Hp Effluent pump tether float, Invoice 93510000956, in the amount of \$603.21.

P.O. 2715 to Eco Infrastructure Solutions for Repair Kit for Jet Vac, Invoice 19648, in the amount of \$1,147.57.

P.O. 2716 to Pavement Solutions, Inc. for 2024-01 CCMG street preventive maintenance, Invoice 1553, in the amount of \$49,913.25.

Council Vice President Brown made a motion to approval the following Purchase Orders:

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Councilmember Banks seconded the motion, and all members present concurred.

Clerk-Treasurer Rowe presented the following Customer Adjustment Requests:

-Account No. 6875000: Utility Customer had left the hose running accidentally. They're requesting a \$272.82 adjustment on the Sewer Charges making their new amount \$277.75.

-Account No. 5920000: Utility Customer had left their hose hooked up during the last cold spell and the outside spigot froze and cracked leaking water once the weather warmed up. They're requesting a \$155.70 on the Sewer Charges adjustment making their new amount \$204.90.

-Account No. 5260007: Utility Customer is not currently living in this home and the pipes froze this past month and cracked causing it to leak once the weather warmed back up. They're requesting a \$1,137.08 adjustment on the Sewer Charges making their new amount \$829.33.

Council Vice President Brown made a motion to approve the following Customer Adjustment Requests:

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-Account No. 5260007: Utility Customer is not currently living in this home and the pipes froze this past month and cracked causing it to leak once the weather warmed back up. They're requesting a \$1,137.08 adjustment on the Sewer Charges making their new amount \$829.33.

Councilmember Banks seconded the motion, and all members present concurred.

CT Rowe stated that Baker Tilly has proposed an idea to start combining financial planning for the upcoming year. They would like to be more proactive and combine data from the Utility Fund and the General Fund into one document. Rowe explained that they would be able to go into more detail regarding the funds and be able to add an additional 40 to 50 hours to the reports, which would be a similar bill to what the Town currently pays. He stated that the pricing would be \$3,750 per month/\$45,000 per year. Rowe stated that he will be sending the proposal over to the council for them to look over and discuss.

2025 Council Liaisons, Representatives, and Other Duties

Council President Rowe stated that he would like to reinstate liaisons for Town's departments. He explained, for newer members of the Council, that the liaisons are departmental representatives from within the Council. Rowe stated that he expected that there would only be liaisons for the Police and Utility Departments. CT Rowe agreed that it would be a great idea to have a different set of eyes working alongside Town Manager Leszek and each department hear to help communication and to sort out any issues each department might come across.

The Council discussed, in depth, each liaison position and decided those appointments as follows:
Councilmember Eric Lewandowski was appointed as the Police Department liaison.
Councilmember Linda Banks was appointed as the Utility Department liaison.

After some discussion, and at the Council request, Town Manager Joe Leszek agreed to remain the Town's Representative on the Kankakee-Iroquois Regional Planning Commission (KIRPC).

Council President Rowe stated that CT Rowe, Leszek, Lewandowski, and himself would be meeting with new Economic Development Director at 10:30 a.m. (on December 30, 2024)

Rowe also mentioned that Library Board President Venita Cunningham's term would end on 12/31/2025. School Board representative Doug Wilde's term will end on 06/30/2027. Rowe explained that they will be publishing the Building Inspector position in order to start conducting interviews. Potential candidates will be interviewed by Councilmembers and the Town Manager.

CT Rowe stated that they now have a second opening on the Planning Commission which need to be filled by the Town's republican party. Rowe stated that there are some potential candidates and that he and Council Vice-President Brown will be reaching out to them soon.

Council President Rowe brought up the topic of scheduling a meeting in January for the council to discuss what their expectations are for their positions on the Town Council. He mentioned that he would like to discuss together what they want to see in the Town and what projects they would like to accomplish

Additional Business Deemed Necessary by the Council:

CT Rowe mentioned that a gentleman is looking into putting in a used car dealership at 101 East Talmer Avenue. His license is issued under Bowers Logistics Incorporated. Rowe asked him to attend the meeting on January 6th in case the Council had any questions regarding his plans for the property. He explained that in order for Bowers to get a license from the state he needs to obtain approval by a zoning official.

Adjournment

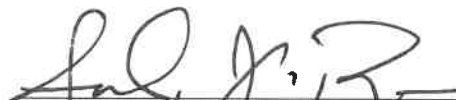
Council Vice President Brown moved to adjourn the meeting. Councilmember Lewandowski seconded the motion, and all members present concurred.

Meeting adjourned at 9:38 A.M.



John Rowe, Council President

Attest:



Andrew J. Rowe, Clerk-Treasurer