



Town Council of the Town of North Judson
Regular Meeting Minutes

January 20, 2025 – 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, Council Vice President Brown, and Councilmember and Banks, and Windbigler, Town Manager Leszek and Clerk-Treasurer Rowe present as well.

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 Councilmembers present concurred.

Council President Rowe asked for approval of the Minutes from the Regular Council Meeting on January 6, 2025. Council Vice President Brown moved to approve those Minutes. Councilmember Banks seconded the motion, and all Councilmembers present concurred.

Council President Rowe asked for approval of the Memorandum from the Executive Session on January 6, 2025. Council Vice President Brown moved to approve the Memorandum. Councilmember Banks seconded the motion, and all Councilmembers present concurred.

Council President Rowe asked for approval of the Memorandum from the Executive Session on January 14, 2025. Council Vice President Brown moved to approve the Memorandum. Councilmember Banks seconded the motion, and all Councilmembers present concurred.

Old Business:

2024 Year End – Gateway Annual Financial Report Update

Clerk-Treasurer Rowe informed the Council that he had sent all data to Baker Tilly in order to start implementing that into our Gateway Annual Financial Reporting for 2024. Rowe stated that he will present the report for approval from the council before final submission, likely to be the second meeting in February. He noted that Baker Tilly will be present at that February 17th meeting to discuss agreements going forward and give an update on where the Town is at year-end. Rowe stated that he would be printing 1099 and W-2 forms the following day and distributing them accordingly.

New Business:

Mitch Hansel – USI Consultants: INDOT 2024-02 CCMG Project

Hansel stated that the previous bids for the INDOT CCMG 2024-02 Project came in on the higher side. Through a negative change order of around \$75,000.00, Hansel explained that the bid from Town & Country Construction Inc. would still be \$3,000 over the grant amount. He explained that they were going to shave the price down as much as they could and that they would not have to cut any planned projects. Hansel asked if the Council would accept the bid and approve the agreement with Town and County Construction Inc. for \$424,751.85.

Council Vice President Brown made a motion to accept the bid from Town and County Construction Inc. in the amount of \$424,751.85 for the Town's 2024-02 CCMG Paving Project. Councilmember Banks seconded the motion, and all the members present concurred.

Town Resolution No.2025-01: Naming the Town's Dog Park in Honor of Jane Ellen Felchuk

Clerk-Treasurer Rowe presented the First Reading of Town Resolution No.2025-01: Naming the Town's Dog Park in Honor of Jane Ellen Felchuk. Rowe explained that the Town wishes to commemorate Felchuk's many years of service on the Town Council, to honor her leadership in the community by sitting on many boards and committees, and helping to complete many impactful projects in Town. Through the Resolution, the Town Council desires to designate the Town's Dog Park as follows: Jane Ellen Felchuk Honorary Dog Park.

Councilmember Banks made a motion to accept the Reading and Adopt Town Resolution No.2025-01: Naming the Town's Dog Park in Honor of Jane Ellen Felchuk and approve the first reading. Council Vice President Brown seconded the motion and all members present concurred.

Recognition of Guest

Anita Goodman was present but had nothing to discuss.

Craig Reeve was present on behalf of Lochmandy Ford of Knox. Reeve stated that his dealership provides services, parts and sales. He stated that they are able to service and order other models including Dodge, Chrysler, GM and Chevrolet. Reeve stated that he would like to partner with the Town and take care of any services they may need. Council President Rowe directed them to get in touch with Town Manager Leszek, Town Marshal Thomas and Utility Supervisor Kapp about servicing their current vehicles.

Bill Harmon was present on behalf of Lochmandy Ford of Knox as their commercial sales associate.

Tony Dye was present to discuss what he would need to do in order to join the Town's Planning Commission. Clerk-Treasurer Rowe stated that there are two seats available on the Planning Commission. He explained that he would have to get ahold of the Republican Party who would need to appoint Dye to join the Commission. Council Vice President Brown stated that he would get in contact with the Party as well.

Department /Representative Reports

Clerk-Treasurer - Andrew Rowe

Clerk-Treasurer Rowe presented the following Customer Adjustments Requests:

-Account No. 7560002: Utility Customer's payment was accidentally posted to Account #560002. They're requesting to have their payment posted to their account and an adjustment of \$8.05 to remove the late charges.

-Account No. 560002: Utility Customer had a payment posted to their account in the amount of \$119.87. Clerk-Treasurer/Billing Clerk is requesting to deduct the amount of \$119.87 and credit the account it was supposed to go to, Account #7560002.

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

-Account No. 7560002: Utility Customer's payment was accidentally posted to Account #560002. They're requesting to have their payment posted to their account and an adjustment of \$8.05 to remove the late charges.

-Account No. 560002: Utility Customer had a payment posted to their account in the amount of \$119.87. Clerk-Treasurer/Billing Clerk is requesting to deduct the amount of \$119.87 and credit the account it was supposed to go to, Account #7560002.

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

Clerk-Treasurer Rowe asked if the Council could make a motion to clarify that their open position was for a Building Inspector and not a Building Commissioner.

Council Vice President Brown made a motion to clarify that a Building Inspector is employed by the Town of North Judson to carry out the oversight of building codes and approval/denial of building permits, not a Building Commissioner. Councilmember Banks seconded the motion, and all members present concurred.

School Board – Doug Wilde

Council President Rowe informed the Council that Wilde informed him that he will now be working nights making it hard for him to attend future meetings. Wilde stated that Superintendent Kelly Shephard would be coming once a month to give an update and answer any questions.

Building Inspector – Nick Radtke

Town Manager Leszek informed the Council that they have received two interested applicants, Eric Reising from Knox and Todd Jackson from North Judson, for the Building Inspector position. Council President Rowe asked when the best time would be to have an interview with each applicant. The Council agreed that they would be available in the evening of February 5th or 6th. Leszek stated that he would get ahold of the applicants to see which date would work for them.

Code Enforcement – Town Marshal Frank Thomas

Town Marshal Thomas sent update photos of the High Street property to all of the Councilmembers to show that the gentleman had made some progress since October. Leszek stated that there had been discussions about paying the gentleman another visit and informing him of the next step which would be the inspection warrant. Leszek continued that once they file for the warrant they will have to go in and inspect the house. He stated that they will be giving him one last warning before they request an inspection warrant from Attorney Schramm.

Unsafe Hearing

Nothing Presented.

BZA/Planning Commission

Nothing Presented.

Redevelopment Commission

Clerk-Treasurer Rowe informed everyone that the next meeting would be on Monday, February 17th.

Park Board – Nick Radtke

Town Manager Leszek stated that he met with Mike Reese (Troyer Group) last week to go over what the next steps for the parks. He informed him that they are looking at fixing up the baseball fields including the hidden diamond during the next phase. He explained that they are also looking to include Norwayne Field sunshades also. After some discussion, it was noted that the Town does not have to go with Troyer Group again and that they can bid out the next phase of park project planning.

Police Department – Town Marshal Frank Thomas

Town Marshal Thomas stated he had begun researching for a new police vehicle. He was working on getting together prices and numbers but so far had nothing to report to the Council.

Town Marshal Thomas presented the following Purchase Orders for Council Approval:

P.O. 2721 to Winamac Dodge for 2022 Dodge Durango Blower Motor repair, Invoice 10422, in the amount of \$1,399.00.

P.O. 2722 to Bartronic's for Kenwood 800 MHZ radios, chargers, and setup, Invoice 42257, in the amount of \$4,757.44.

P.O. 2723 to Patrick Auto Group for 4 Tire mounts, balance, and disposal, Invoice 5189, in the amount of \$990.04.

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

P.O. 2721 to Winamac Dodge for 2022 Dodge Durango Blower Motor repair, Invoice 10422, in the amount of \$1,399.00.

P.O. 2722 to Bartronic's for Kenwood 800 MHZ radios, chargers, and setup, Invoice 42257, in the amount of \$4,757.44.

P.O. 2723 to Patrick Auto Group for 4 Tire mounts, balance, and disposal, Invoice 5189, in the amount of \$990.04.

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

Fire Department – Fire Chief Todd Jackson

Fire Chief Todd Jackson informed the Council that he had been attending the Starke County Commissioners' meetings. He explained that he went to the County to request funds for a total of \$19,029.76 in order to purchase new radios for the department. Jackson explained that they have twenty radios from 2004. These radios are no longer able to be serviced and/or repaired. He explained that they will be using the funds to purchase a total of eleven radios. Jackson stated that it leaves his department with nineteen radios that are five to six years old. He explained that he is trying to find additional ways to fund much-needed equipment for the Fire Department. Council President Rowe asked how many more radios would the department need? Jackson informed him that they would need twelve to fifteen radios.

Fire Chief Todd Jackson presented the following Purchase Orders for Council Approval:

P.O. 2724 to Bartronic's for Kenwood Viking Extended Warranty for (11) 800 MHZ Radios, Invoice 42258, in the amount of \$2,000.00.

P.O. 2725 to Shaffner Tire for 11R – 22.5 Blackhawk tires (4), Motor Vehicle fee (4), 11R – 22.5 Blackhawk and MV Fee (2), TR 572 and Flat Repair fee (6), Invoice 0040434 and 0039603, in the amount of \$1,845.44.

Council Vice President Brown made a motion to approve the following Purchase orders:

P.O. 2724 to Bartronic's for Kenwood Viking Extended Warranty for (11) 800 MHZ Radios, Invoice 42258, in the amount of \$2,000.00.

P.O. 2725 to Shaffner Tire for 11R – 22.5 Blackhawk tires (4), Motor Vehicle fee (4), 11R – 22.5 Blackhawk and MV Fee (2), TR 572 and Flat Repair fee (6), Invoice 0040434 and 0039603, in the amount of \$1,845.44.

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

Utility Department – Utility Supervisor Kimberly Kapp

Utility Supervisor Kapp stated that they have been doing more training with the new employees. She mentioned that they have been focusing on cleaning and organizing the Hill Garage. Kapp informed the Council that she had gotten all of the monthly water and waste paperwork completed as well. She explained that starting in 2027, she will have to start PFOS testing at the Wastewater Treatment Plant. Kapp stated that there is only one analyzer that will test for PFOS and that it is priced at \$7,000. She explained to the Council that the analyzer also works with most of their current testing and that she was able to get a quote of \$6,646.20. The Council requested that she present two more quotes before a decision can be made.

Clerk-Treasurer Rowe stated that they would be going over the annual financial management reports in the next month to see what they made need to shave off. Kapp explained that the 2015 F-250 started running poorly on her way back from South Bend. She was able to make it to Lochmandy Ford in Knox where their mechanic informed her that the motor would need to be replaced and quoted her \$13,683.75 to have it replaced and installed. Leszek was able to have someone from Collison tow the truck to Dustin Stamps (Diesel Performance) to look the truck over and they came back with a quote of \$1,000 to replace a broken component in the motor.

Utility Supervisor Kapp presented the following Purchase Orders for Council Approval:

P.O. 2726 to Republic Services for Sludge Dumpster removal (2), Invoice 0717-001651441, in the amount of \$3,278.70.

P.O. 2727 to Utility Supply Company for 4" 80 Socket Adapter Male and Valve, 4" Pipe, Elbows, Couplings for Sludge Repair, Invoice 1508840, 1508842, 1508843, 1508844, in the amount of \$1,171.87.

P.O. 2728 to USA Bluebook for Mechanical Lab Convention Oven, Invoice INV00588292, in the amount of \$2,825.00.

P.O. 2729 to Peerless Midwest for Well #4 New Pumping Equipment, Installation and Labor, Quote – Well #4 New Pumping Equipment, in the amount of \$16,305.00.

P.O. 2730 to Flow-Technics Inc. Repair of Chesapeake Run Lift Station on 1/10/2025, Invoice INV000011385, in the amount of \$1,420.00.

P.O. 2731 to IDEM for Base fee Municipal and Flow fee for .394 MGD, Invoice 000383289, in the amount of \$7,210.00.

P.O. 2733 to Blue River Technologies for 20/30-yard Container Bags (10), 55-gallon Drum Polymer (2), Delivery Charge, Invoice 100315-870, in the amount of \$8,489.00.

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

P.O. 2726 to Republic for Sludge Dumpster removal (2), Invoice 0717-001651441, in the amount of \$3,278.70.

P.O. 2727 to Utility Supply Company for 4" 80 Socket Adapter Male and Valve, 4" Pipe, Elbows, Couplings for Sludge Repair, Invoice 1508840, 1508842, 1508843, 1508844, in the amount of \$1,171.87.

P.O. 2728 to USA Bluebook for Mechanical Lab Convention Oven, Invoice IN00588292, in the amount of \$2,825.00.

P.O. 2729 to Peerless Midwest for Well #4 New Pumping Equipment, Installation and Labor, Quote – Well #4 New Pumping Equipment, in the amount of \$16,305.00.

P.O. 2730 to Flow-Technics Inc. Repair of Chesapeake Run Lift Station on 1/10/2025, Invoice INV000011385, in the amount of \$1,420.00.

P.O. 2731 to IDEM for Base fee Municipal and Flow fee for .394 MGD, Invoice 00383289, in the amount of 7,210.00.

P.O. 2733 to Blue River Technologies for 20/30-yard Container Bags (10), 55-gallon Drum Polymer (2), Delivery Charge, Invoice 100315-870, in the amount of \$8,489.00.

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

Town Manager – Joe Leszek

Town Manager Joe Leszek explained that Starke Tank is making its way back to North Judson this year. He had received an email asking if the Town would like to be one of their sponsors for the event. Leszek explained that there was a total of four sponsorships each with different dollar amounts. The Platinum sponsorship was for \$1,000, Gold was \$800, Silver was \$500, and the final Bronze sponsorship was \$300. After discussion, Council President Rowe stated that the Council would look over the sponsorship options and make a final decision during the next Council meeting.

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

P.O. 2732 to Fleis & Vanderbrink for DES No.203029, Invoice 71972 and 71654, in the amount of \$22,950.82.

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

P.O. 2732 to Fleis & Vanderbrink for DES No.203029, Invoice 71972 and 71654, in the amount of \$22,950.82.

Legal Updates – Town Attorney Justin Schramm

Nothing Presented.

Additional Business Deemed Necessary by the Council:

Nothing Presented.

Payment of Claims:

Council Vice President Brown made a motion to pay Payment of Claims in the amount of \$121,396.41. Councilmember Banks seconded the motion, and all members present concurred.

Council Vice President Brown made a motion to adjourn, Councilmember Banks seconded the motion, and all members present concurred.

Meeting adjourned at 7:12 P.M.



John Rowe, Council President

Attest:



Andrew J. Rowe, Clerk-Treasurer

Next regular scheduled meeting – Monday, February 3rd, 2025, at 6:30 P.M.