310 LANE STREET
NORTH JUDSON, IN 46366

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Town Council of the Town of North Judson
Regular Meeting Minutes

May 6, 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 Vice President Brown, Councilmembers Felchuk, Young, Town Manager Leszek and Deputy Clerk Chaja present as well.

The Pledge of Allegiance was recited.

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

Council Vice President Brown asked for approval of the Minutes from the Regular Council Meeting on April 15, 2024. Councilmember Felchuk moved to approve those Minutes. Councilmember Young seconded the motion, and all Councilmembers present concurred.

Old Business:

Stellar Pathways Programs 2024 – LOI Update

Town Manager Leszek stated that the LOI has been completed and uploaded to OCRA. The Troyer Group told Leszek that the Town would know sometime in June if the region has been named as a finalist.

New Business

2024 Town Comprehensive Plan Update

Town Manager Leszek spoke with USI Consultants earlier in the day about them attending the June 2024 meeting with preliminary numbers to see how much it would cost to update the Town's 2019 Comprehensive Plan. Leszek stated that since the Town is trying to become a finalist in the Stellar Pathways program, they would need to work on a Regional Development Plan that will contain certain aspects that can be used within the Town's Comprehensive Plan. Leszek stated that he will have an overview of the plan as well as the pricing. He informed the Council that the representatives from USI are aware that they could present their proposal at the June meeting, but the Town will also obtain two other quotes per state and local requirements. Councilmember Felchuk questioned if USI Consultants were the only consultant to submit a proposal and Town Manager Leszek confirmed that, yes, they've been the only consultant so far to submit a proposal for a Comprehensive Plan update.

Downtown Revitalization Grant Example, Discussion
There were packets for the Council to review and discuss at a later time. The information/documentation was from a previous Downtown Revitalization Plan done by Ball State University graduate students, and provides a great outline for a façade grant program for downtown businesses.

Recognition of Guest
Anita Goodman (WKVI) had nothing to report.

Ryan Kopeka was confused about a code violation ticket he had received a few days prior to the meeting. He was unclear what code was being enforced. Kopeka handed the ticket to the Council so that they might see what he had misunderstood. Leszek questioned if Kopeka had the name of the officer who wrote the ticket. Kopeka was unable to read the name of the officer, but he did have his call number, which was 804. Leszek confirmed that the officer who wrote the ticket was Patrick Quail, who was also present at the meeting. Council Vice President Brown read off the ticket stating that it was for "junk/trash in backyard near the alley". Kopeka wanted to know what the ordinance that description fell under. Leszek stated that it would be under the Rubbish Ordinance. Both the Council and Kopeka looked up the Town Ordinance Online so it could be read out loud for everyone present. The Council was able to find the correct ordinance and explain the details to Kopeka. Kopeka believed that the ordinance stated he should have received a warning from the officer instead of a fine. Officer Quail was willing to change the ticket to a warning since Kopeka did not receive a first notice before he was fined. Officer Quail explained that the Police Department is working out a better way to communicate violations and warnings that were given out while different officers are on duty. Kopeka appreciated Officer Quail and the Council for explaining the ticket and the ordinances.

Bill Brant wanted to thank Deputy Marshal Derek Russell for his help with trying to slow down continuous speeding on Vine Street. Leszek stated that he has spoken to Russell a few times about getting the radar trailer on Vine Street to help as well. Brant had questions concerning the Town's regulation on electric bicycles. The Council informed him that there is no ordinance against electric bicycles. Brant also informed the Council that he was looking into getting state grants/funding to help get Pioneer Cemetery listed as a Historical Site.

Department /Representative Reports
Clerk-Treasurer - Andrew Rowe
Deputy Clerk Erin Chaja presented the following information for Clerk-Treasurer Rowe. Chaja presented two special event permits to the Council. The first permit was for Purple Tent of Hope Ministries to be at Norwayne Field on May 11th, 2024. The second permit was for the Summer Reading Party, hosted by the North Judson – Wayne Township Public Library to be held on July 12th or July 19th, 2024. Councilmember Felchuk made a motion to waive the fee and approve the two Special Event Permits from Purple Tent of Hope Ministries on May 11, 2024 & the NJ-WT Public Library's Summer Reading Party. Councilmember Young seconded the motion, and all members present concurred.

Chaja then presented:
P.O. 2560 to Liberty Mutual Insurance Corporation for NJVFD Workers Compensation Quote, Quote #02007668-01, Policy: WC5-34S-524718-033, in the amount of $1,110.00.

P.O. 2561 to Gary & Sons for 1st Mowing and Weed Eating of 2024 for Highland and Pioneer Cemetery, in the amount of $2,000.00.
P.O. 2562 to Troyer Group for Bidding and Construction Administration, Invoice 57523, in the amount of $2,502.50.

Councilmember Young made a motion to approve:
P.O. 2560 to Liberty Mutual Insurance Corporation for Workers Compensation Quote, Quote #02007668-01, Policy: WC5-34S-524718-033, in the amount of $1,110.00.
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P.O. 2562 to Troyer Group for Bidding and Construction Administration, Invoice 57523, in the amount of $2,502.50. Councilmember Felchuk seconded the motion and, and all members present concurred.

<u>School Board</u> – Doug Wilde
Nothing presented.

<u>Building Inspector</u>– Nick Radtke
Nothing presented.

<u>Code Enforcement</u> – Deputy Marshal Derek Russell
Deputy Marshal Russell was not present. Town Manager Leszek informed the Council that the department has been able to enforce more ordinances with the weather changing for items like tall grass and rubbish in yards. Council Vice-President Brown stated that the deputies need to keep a watch on the grass heights to enforce residents to continue to upkeep their properties. Leszek restated that they are also trying to come up with a better communication system between the deputies when it comes to giving warnings and violations out. He spoke about getting hangtags for violations and creating an online form with HWC to be installed in all of the vehicles so that all the officers would have access to previous violations that were given.

<u>Unsafe Hearing</u>
Nothing Presented.

<u>BZA/Planning Commission</u>
Nothing Presented.

<u>Redevelopment Commission</u>
Nothing Presented.

<u>Park Board</u> – Nick Radtke
Nothing Presented. Town Manager Leszek gave a brief update regarding the construction progress on the Town Park. He stated that they are currently finalizing the dirt work so that the playground equipment will be ready to go in. Leszek also mentioned that the pickleball courts asphalt will be getting poured this week and the basketball court will be getting a new layer of asphalt this week as well. They are continuing to finish the new sidewalks around the park. They are hoping to have all of these projects done by the end of June. Once they are done, they will be able to turn the park over to the company who will install the playground equipment. Leszek stated that the Park Board had also picked their paint colors for buildings and shelters. The Board wanted to match the school's buildings and bus garage, so they went with royal

blue and tan. The Park Board also decided to approve the Library's request to put in a permanent Story Walk at Norwayne Field. Library Director Kelsie Purcell is currently looking for a contactor to install the boards.

Police Department – Deputy Marshal Derek Russell
Officer Patrick Quail was present to speak on the Police Department's behalf. Quail restated that Leszek is working with the department to try to find a better system when it comes to communicating ordinance violations between all of the officers. He is working with the Community Foundation to obtain a grant to purchase AEDs for all of the squad cars. He believes it will be a great addition for the Department as well as the Town. Quail said the Department is looking forward to having Town Marshal Fisher back and wishing the best of luck to Officer Menke at the Police Academy.

Fire Department – Fire Chief Todd Jackson
Fire Chief Jackson informed the Council on the April reports. He stated that they had 20 runs, one motor vehicle accident, one brush fire, one structure fire, 13 medical calls, and a handful of miscellaneous calls. Jackson spoke about two different trainings put on by the Department's Captains. The first training was going back through nozzles on their brush hooks since they are fairly new, and they wanted everyone to brush up on their knowledge on them. The second training consisted of SCVA races to see who could get their gear on the quickest. Jackson stated that it takes about 90 seconds to get completely geared. He also wanted to remind everyone that tomorrow, May 7th, was Election Day and voting will be held at the NJ-WT Firehouse.

Utility Department – Utility Supervisor Kimberly Kapp
Utility Supervisor Kapp stated that they did a trial run on the Splash Pad, and everything is working properly. She asked the Council when they would like to have the Splash Pad opened for the summer season. Kapp mentioned how they usually open it a few days before Memorial Day weekend. The Council agreed that the Splash Pad should be opened a week before Memorial Day. Kapp also mentioned that they had changed a few meters out that were giving errors messages and a couple meter antennas due to wires being cut or wearing out over time.

Kapp then presented:
P.O. 2563 to Blue River Technologies for 55gal drums of Polymer and Delivery Charge, Invoice 100315-527, in the amount of $2,239.00.
P.O. 2564 to Republic for Sludge Dumpster Removal, Invoice 0717-001615666, in the amount of $6,056.40.
P.O. 2565 to BL Anderson for Upgrades to WWTP Scada System, Invoice 03718, in the amount of $2,303.50.
P.O. 2566 to Eurofins for Annual Water Testing, Invoice 8100088622, in the amount of $1,328.00.
P.O. 2567 to AWG for Analog Welder Board, 0010055248, in the amount of $654.96.

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

Town Manager – Joe Leszek
Town Manager Leszek stated that Gary and Sons started their 2024 mowing of both Highland and Pioneer Cemetery. He stated that there would be another mowing this coming Thursday, May 9th. This way the cemeteries will be presentable for Mother's Day.

Leszek presented the following Customer Adjustment Requests:
-There was an adjustment request on Account No. 650001 at 201 Wilson Street. The customer called after April 12th bill was already paid to have the Utility Crew check for leaks. In the process of doing this we found the customers were not given trinkle credit in January or February which, due to the estimation of their billing, is why her April bill was higher than normal; given this they're requesting a credit of $46.73 off their next bill.
-There was an adjustment request on Account No. 3150002 at 606 Kellar Avenue. Requesting to reverse a late fee of $7.90. The customer's April 12th payment was credited to another account by error resulting in a late charge on their account.
-There was an adjustment request on Account No. 6910000 at 6595 S. 375 W. The meter reading was shown as zero consumption in the last 12 months. This month's reading was put in as true reading making the consumption to be over 52,000 gallons. Requesting bill to be adjusted down to minimum amount of $103.47 because he actually never went over the minimum monthly consumption (3200gal).

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

Leszek mentioned that the Town was looking into having Movies in the Park this summer. He had questions about copyrighting movies they would like to show at the park. Councilmember Young stated that the Heartland Church pays an annual subscription for the copyright of all of their movies and music. He informed everyone that the subscription was called "CLVI" and that it allows them to show movies and listen to music. Town Attorney Schramm mentioned that the church could sponsor the Movies in the Park. Councilmember Young said that Heartland would be happy to sponsor the event. Leszek stated that he was going to get in contact with First Choice Insurance to make sure that this was something the Town would be able to do under their insurance. He wanted to make sure that there would be no issues before going forward.

Leszek then presented:
P.O. 2568 to USI Consultants for DES #2101695, Invoice 20695, in the amount of $1,508.00.

Councilmember Felchuk made a motion to approve:
P.O. 2568 to USI for DES #2101695, Invoice 20695, in the amount of $1,508.00.

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

Legal Updates – Town Attorney Justin Schramm
Town Attorney Schramm wanted to note that the Police Department and the job they are doing with enforcing the Town's ordinances. He also wanted to give his praise to the homeowners who also come to the Council Meetings to gain a better understanding of the Town's Codes. Schramm stated that is a perfect example of how the Town and homeowners can learn from each other. He proceeded to thank Officer Quail and Ryan Kopeka for being there.

Additional Business Deemed Necessary by the Council:
Nothing Presented.

Payment of Claims:
Council Vice President Brown made a motion to approve and pay invoices included in the APV Register for April 16, 2024 – May 6, 2024 in the amount of $281,565.46. Councilmember Young 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 7:06 P.M.

John Rowe, Council President

Attest:

Andrew J. Rowe, Clerk-Treasurer

Next regular scheduled meeting – Monday, May 20, 2024, at 6:30 P.M.