

MEETING MINUTES
PRINCE'S LAKES TOWN COUNCIL
PRINCE'S LAKES TOWN HALL, 14 E LAKEVIEW DR, NINEVEH, IN 46164
February 21, 2023

COUNCILORS PRESENT: COUNCIL PRESIDENT GREG NELSON
VICE PRESIDENT BRYAN TEARMAN
COUNCILOR MIKE GALLAMORE
COUNCILOR KAREN HARRISON
COUNCILOR PHILIP MONTARSI

CLERK-TREASURER PRESENT: ERICA LYDEN-GIGER

TOWN ATTORNEY PRESENT: LEE ROBBINS

STAFF PRESENT: OFFICER RICHARD HANLIN
UTILITES SUPT SCOTT BLACKWELL
PUBLIC WORKS SUPERVISOR MIKE MILLER
UTILITY CLERK BRIDGETTE BLESSING

PUBLIC PRESENT: LINDSEY KELLY
KEVIN HARRISON
ANTHONY GIGER

Council President Nelson called the meeting to order at 6:30 pm followed by the Pledge of Allegiance

PUBLIC FORUM:

- o No public speakers

APPROVAL OF MINUTES:

- Council President Nelson made a motion to approve the January 17, 2023 Regular Meeting minutes. Council Vice President Bryan Tearman seconded the motion and passed unanimously.

TOWN MARSHAL REPORT:

Officer Hanlin informed the Council that Marshal Southers was sick and will have his report soon. Councilor Mike Gallamore spoke and said Marshal Southers has asked to carry over 80 hours of vacation time to be used by the end of April 2023. Mr. Gallamore also said Marshal Southers had bought pizza for the community corrections workers when they picked up trash for the Town and

did a clean up day. Mr. Gallamore stated that was approved to reimburse Marshal Southers. Discussion was made about employees scheduling vacation time by February for planning purposes and allowing Marshal Southers to carry over 80 hours of vacation time.

- Council President Nelson motioned to allow Marshal Southers to carry over 80 hours of vacation time to be used by the end of April 2023. Councilor Montarsi seconded the motion and passed unanimously.

WATER/WASTEWATER REPORT:

Superintendent Scott Blackwell presented the Council with his report. Mr. Blackwell stated their biggest dilemma at the moment is the post office not being able to get the bills to our residents on time. Mr. Blackwell stated Invoice Cloud should go in effect April 13, 2023. The next billing will be the last bill residents will receive by the post cards. Keystone is going to start mailing the bills and the statement will be nicer. It will save around \$2000.00 a year having Keystone doing this service for us. Discussion was made about late fees. Mr. Blackwell said he has been letting residents know that he does not have the authority to waive late fees and residents would need to come to a Town Council meeting to ask for the late fee to be waived. Town Attorney Lee Robbins said utility law states a 10% penalty is assessed to a late utility bill, it is not a fee imposed by Prince's Lakes.

Mr. Blackwell also informed the Council that the Utility has set up accounts with Trust Indiana to help recover funds from outstanding utility bills and Johnson County Human Services in order to be able to receive funds to pay for resident's utility bills.

STREET DEPARTMENT REPORT:

Public Works Supervisor Mike Miller told the Council that he has spoken with Stillwater Construction about the new concrete for the concession stand and bathrooms at the ball diamonds. The old concession stand will have a new concrete pad too. There will also be an ADA compliant concrete pad in the parking. Mr. Gallamore asked Mr. Miller if he was inspecting the playground equipment every week and documenting his findings. Mr. Miller replied yes. Discussion was made about paving new walking trails to have access to the playgrounds and parking lots at both parks.

Council Vice President Bryan Tearman said he is concerned with the sink hole on the dam of Northwest Lot Owners Association. Mr. Tearman said they need to be responsible for safety and damages. Discussion was made about inspection of the dam and paving. Councilor Gallamore suggested having Common Wealth or HWC to inspect the dam and report on what needs to done. Town Attorney Lee Robbins stated he will research who is in charge of the dam, if there is a weight restriction, who pays for damages, repair and upkeep.

Mr. Robbins open bids previously submitted for the 2023 paving project. The bids read as follows.

Dave O'Mara Contractor, Inc.	\$328,772.85
All Star Paving, Inc.	\$511,220.90
Milestone Contractors, L.P.	\$472,375.00

Mr. Robbins stated he has gone over each bid to see if they are all responsive and each bid is responsive. Since each bid is responsive, the Council has to accept the lowest bid. Mr. Robbins

said he has the contract documents and notice of award ready. He will send a notice to Dave O'Mara that they have been awarded the bid, to be signed and returned along with other documents. Then Dave O'Mara will receive a notice to proceed once we are ready to begin paving.

- Council President Nelson motioned to accept the bid and award the contract to Dave O'Mara Contractor Inc, in the amount of \$328,772.85, authorize Greg Nelson to sign on behalf of the Town and authorize Mike Miller and Lee Robbins to move the project forward. Councilor Gallamore seconded the motion and passed unanimously.

CLERK-TREASURER REPORT:

Clerk-Treasurer Erica Lyden-Giger presented invoice #5 from HWC for \$37,800.00 This is for the DOD project, mapping/survey, design and permitting.

- Councilor Gallamore motioned to approve HWC invoice #5 in the amount of \$37,800.00 Council President Nelson seconded the motion and passed unanimously.

Mrs. Lyden-Giger presented Town and Utilities claims and ask the Council for approval in the amount of \$233,124.75 and \$422,081.18

- Council President Nelson motioned to approve claims for Town & Utilities as presented in the amount of \$233,124.75 and \$422,081.18 Council Vice President Tearman seconded the motion and passed unanimously.

Mrs. Lyden-Giger presented the January 19, 2023, February 02, 2023 and February 16, 2023 allowance docket asked the Council for approval in the amount of \$36,898.97, \$39,311.02 & \$36,877.66.

- Council President Nelson motioned to approve the January 19, 2023, February 02, 2023 and February 16, 2023 allowance dockets in the amount of \$36,898.97, \$39,311.02 & \$36,877.66. Councilor Gallamore seconded the motion and passed unanimously.

Mrs. Lyden-Giger said last week a tree fell across Slevins Drive causing the road to be impassable. Lockard Tree Service was call in as an emergency situation to remove the tree safely. Mrs. Lyden-Giger stated Mr. Lockard brought her the invoice after the docket was created and ask the Council for approval in the amount of \$1800.00

- Council President Nelson motioned to approve the claim for Lockard Tree Service in the amount of \$1800.00. Councilor Montarsi seconded the motion and passed unanimously.

Mrs. Lyden-Giger stated she meet with another insurance agent last week to get another quote for the Town's 2023 insurance.

ATTORNEY'S REPORT:

Mr. Robbins presented **ORDINANCE 2023-01 AN ORDINANCE TO REESTABLISH A CUMULATIVE CAPITAL DEVELOPMENT FUND AND MAXIMUM TAX RATE**. This meeting is meant to introduce the ordinance and the March meeting will be to adopt the ordinance.
OLD BUSINESS:

Mr. Robbins stated the project being funded by the DOD project is going to need easements, and he has been in contact with HWC and Johnson County Land Title to do a title search.

Mr. Robbins opened a bid for a 2013 Dodge Durango. After discussion, it was determined that public notice was not made. Bid was rejected and public bid notice will be made.

Mr. Montarsi asked Mr. Robbins where we were with regards 876 Lakeview Drive. Mr. Robbins stated there is a hearing set for March 1, 2023. At this hearing, Mr. Robbins will ask the Court to determine the amount of expenses the Town is entitled to collect. After the hearing, the expenses will become a lien against the title. Mr. Robbins also stated we have a standing corrective order in place that gives us the right to enter the property to be able to mow and keep with weed control.

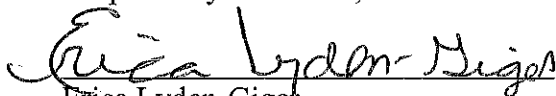
An order on 8570 Providence was sent out today ordering demolition.

NEW BUSINESS:

Mr. Gallamore wanted the Council to be aware that a new Asset Management Plan is to be done every 2-3 years. The last one that was done was in 2021 for the Utilities.

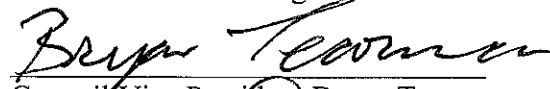
With no further business before the Prince's Lakes Town Council, Council President Nelson motioned to adjourn at 8:11 P.M. Councilor Gallamore seconded the motion and carried unanimously.

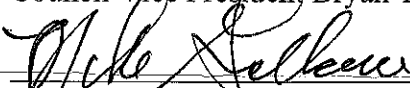
Respectfully submitted,


Erica Lyden-Giger
Clerk-Treasurer

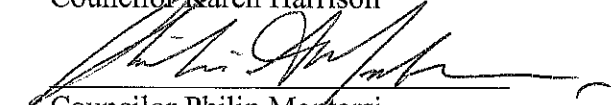
Council:


Council President Greg Nelson


Council Vice President Bryan Tearman


Councilor Mike Gallamore


Councilor Karen Harrison


Councilor Philip Montarsi