**Minutes of Sweetser Town Council**

**July 14, 2022**

1. The meeting was called to order by Chuck Briede at 7:00 pm; the roll was called as follows:

Roll Call:

Kyle Taylor-Present

Matt Stewart—Present

Travis LeMaster—Present

Dave Fox—Absent

Chuck Briede-Present

The roll was followed by the Pledge of Allegiance and a prayer.

1. **Minutes**

After discussion, Matt Stewart made a motion to approve the minutes of the June 23, 2022, meeting as written. Kyle Taylor seconded the motion.

Kyle Taylor-Aye

Matt Stewart-Aye

Travis LeMaster-Aye

Dave Fox-Absent

Chuck Briede-Aye

1. **Bills**

After discussion, Travis LeMaster made a motion to approve the Bills Docket of July 14, 2022, as amended. Matt Stewart seconded the motion.

Kyle Taylor-Aye

Matt Stewart-Aye

Travis LeMaster-Aye

Dave Fox-Absent

Chuck Briede-Aye

1. **Public Forum**
* Mark and Suzanne Holt of 403 Hubert Street were in attendance to discuss drainage issues on and around their property. They have lived at this location since 1993 and reported that the issues have seemed to worsen over time. Chuck said we would need to determine where the storm water lines are in relation to the Holt’s property.
1. **Department Reports**

**Police Department –** Marshal Ryan Hornback was in attendance.

* Town Counsel Michael Hotz reported that an ordinance violation had been filed on the Roscoe Varney property. Marshal Ryan has issued a ticket. Steve Kelley said the property has been substantially improved and didn’t think further action was required. Michael will send a letter to the Varney’s to collect the filing fee and a nominal fine for the original citing.
* Ryan reported his department responded to 176 calls the three weeks past.
* Ryan said the two AEDs had not been delivered yet; he will follow-up.
* Ryan said he ordered three new batteries for the radios.
* Ryan is seeking a functioning patrol rifle for the department. He will have to go through training to qualify to use it.
* Ryan discussed some issues and complaints about temporary parking around the post office.

**Parks Department**—President Steve Kelley was in attendance.

* Steve reported that he had the scheduled service performed on the tractor.
* Steve inquired about taking some trees out around the pond area. This was something Devin had brought up and been working on with Mitch Cook. Matter tabled.
* Steve said there are several dead or deceased trees along the trail that need to come down. He asked if it was okay to rent a chipper from Converse. He proposes to use volunteers to perform the work.
* Steve said there is significant dirt accumulated in the burn pile. He will need to temporarily relocate the burn area until the current pile can be spread out.
* Steve reported the Boy Scouts will be working on constructing the shelter over the picnic table at the dog park.

**Maintenance Department** —Acting Treatment Plant Superintendent Michael McKinstry was in attendance.

* Michael reported:
	+ Jeff Speicher is doing a great job in getting acquainted with the treatment plant operation.
	+ They are making progress on reducing the high levels of solids at the plant.
	+ A rep from B.L. Anderson came to inspect the UV system. The system seems to be working as intended. The secondary clarifiers are improving. The final aeration tank still needs some improvement.
	+ Michael reported one of the auto-samplers is now working.
	+ The return issues with the waste pumps have been addressed for now.
	+ The fine screen still needs to be repaired.
	+ There are some lab supplies that need to be ordered.
	+ The raw flow meter needs to be repaired.
* Kyle reported that a rep from the IRWA inspected the lift stations. It was determined that all of the lift stations need varying degrees of repairs.
* Jeff was able to get all of the town equipment under shelter.
* Kyle reported there is a sink hole forming near Hubert and Greenberry. There is a hole developing near Washington and Broadway. There is also one on Church Street. With Jeff spending the bulk of his time at the treatment plant, the town may need to contract for the repairs.
* Kyle reported that the screen repair parts invoice from Westech is $3,180.

After discussion, Travis LeMaster made a motion to approve paying the Westech invoice of $3,180 for screen repair parts. Matt Stewart seconded the motion.

Kyle Taylor-Aye

Matt Stewart-Aye

Travis LeMaster-Aye

Dave Fox-Absent

Chuck Briede-Aye

* Kyle reported that the flight pump rebuild invoice from Quality Repair is approximately $4,070. This is one of three pumps that will need to be repaired or replaced.

After discussion, Matt Stewart made a motion to approve paying the Quality Repair invoice of approximately $4,070 to rebuild the flight pump. Travis LeMaster seconded the motion.

Kyle Taylor-Aye

Matt Stewart-Aye

Travis LeMaster-Aye

Dave Fox-Absent

Chuck Briede-Aye

* Kyle reported the cost to purchase a back-up pump from Quality Repair is $4,515.

After discussion, Travis LeMaster made a motion to approve purchasing a back-up pump from Quality Repair for $4,515. Matt Stewart seconded the motion.

Kyle Taylor-Aye

Matt Stewart-Aye

Travis LeMaster-Aye

Dave Fox-Absent

Chuck Briede-Aye

* Kyle discussed the plan for addressing the lift station issues and the role of Mission Communications.
1. **Continuing Business**
* Matt said he continues to get questions about allowing chickens in the town limits. After discussion, matter tabled pending review of and proposed amendments to the current ordinance.
* Kyle resumed discussion of hiring employees to assist with the mowing and an employee to assist with street department tasks.

After discussion, Kyle Taylor made a motion to approve hiring Steve Kelley and Ronnie Achor to mow the trail on a part-time basis for $10 per hour. Matt Stewart seconded the motion.

Kyle Taylor-Aye

Matt Stewart-Aye

Travis LeMaster-Aye

Dave Fox-Absent

Chuck Briede-Aye

After discussion, Travis LeMaster made a motion to approve hiring Patrick Alvord to assist with town and street maintenance on a part-time basis for $16.80 per hour. Matt Stewart seconded the motion.

Kyle Taylor-Aye

Matt Stewart-Aye

Travis LeMaster-Aye

Dave Fox-Absent

Chuck Briede-Aye

* Kyle suggested that the there are a number of street signs that need repaired or replaced. Matter tabled.
* Kyle inquired about the town’s policy regarding take home vehicles for employees who live outside Grant County. Matter tabled.
* There ensued a discussion about permanent staffing for the treatment plant and the town maintenance department. Council will assess the needs of the departments and revisit at a later date.
* Kyle reported that the silver town pick-up was in for repairs.
* Steve asked if the town is planning to take down the Hometown Hero Banners for the winter. Consensus was to take the banners down after Veteran’s Day and put them back up by Memorial Day.
* Michael Hotz said he had reviewed the proposed contract between the town and Michael McKinstry for the treatment plant operator position. He said the proposed contract was acceptable as submitted.
* Stu Savka said the cleaning and camering of the sewer lines request for proposals was ready to go out.
1. **New Business**
* Mitch Hansel and Beth Johnson of USI Engineering Consultants were in attendance to introduce their services and inform the council of the CCMG application deadline of August 31, 2022. There ensued a discussion of the town’s current status with INDOT, and the steps needed to permit the town to apply for new funding and submit vouchers for reimbursement for current projects. The town ERC was Devin Cole. With his resignation, the town needs to designate a new ERC for INDOT. Obtaining an ERC designation requires completion of a course, passing a test, and notifying the INDOT District Coordinator of the change in town ERC. The ERC then needs to register with ITAP. Mitch offered to meet with Chuck and the clerk and help with the ERC training. Beth offered to put together an hourly proposal for USI to provide short-term assistance to the town viz-a-viz INDOT reporting and compliance issues. The council agreed to entertain such a proposal.
* Kyle reported he is in the process of setting up a Google based email account for the town. The cost is $6/month per user plus a $12 annual fee for the domain name of Sweeter.in.

After discussion, Travis LeMaster made a motion to approve the establishment of a Google based town email account for $6/month per user plus a $12 annual fee for the domain name of Sweetser.in. Matt Stewart seconded the motion.

Kyle Taylor-Aye

Matt Stewart-Aye

Travis LeMaster-Aye

Dave Fox-Absent

Chuck Briede-Aye

* An ARP Funds planning meeting was scheduled for Tuesday, July 26, 2022, at 6 p.m.
1. **Adjournment**

There being no further business before the council, the meeting was adjourned at 9:34 pm.

 Respectfully Submitted,

 John Potter

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