



MEETING MINUTES
PRINCE'S LAKES TOWN COUNCIL
2025 BUDGET PUBLIC HEARING
REGULAR MEETING

PRINCE'S LAKES TOWN HALL, 14 E LAKEVIEW DR, NINEVEH, IN 46164
September 16, 2024

COUNCILORS PRESENT: COUNCIL PRESIDENT GREG NELSON
COUNCIL V. PRESIDENT BRYAN TEARMAN
COUNCILOR CHARLIE BOURNE
COUNCILOR KEVIN HARRISON

COUNCILORS ABSENT: COUNCILOR LINDSEY HENSON

CLERK-TREASURER PRESENT: ERICA LYDEN-GIGER

TOWN ATTORNEY PRESENT: LEE ROBBINS

STAFF PRESENT: MARSHAL GREG SOUTHERS
UTILITES SUPT SCOTT BLACKWELL

PUBLIC PRESENT: JON QUERY – HWC
MIKE GALLAMORE
ANTHONY GIGER

Council President Nelson called the meeting to order at 6:00 pm followed by the Pledge of Allegiance

Clerk-Treasurer Erica Lyden-Giger discussed the process of how she and Deputy Clerk-Treasurer Elena Hammond completed the budget. They looked over historical data and current spending. Mrs. Lyden-Giger informed the Council that she will receive the 1782 Notice in November or December and will know at that time if the budget will be funded, but she believes it will be. The adoption meeting will be on Monday October 21, 2024 at 6:00 pm.

- No public comment was made regarding budget.

After discussion,

- Council President Nelson motioned to approve the 2025 budget on first reading. Councilor Charlie Bourne seconded the motion and passed unanimously.

With no further business before the Prince's Lakes Town Council, Council President Nelson closed the public hearing at 6:05 P.M. Councilor Bourne seconded the motion and carried unanimously.

Council President Nelson called the regular meeting to order at 6:05 pm

PUBLIC FORUM:

Jon Query with HWC presented Council with a cover letter explaining the 1.5 million gallon water storage tank project and scope of services. Mr. Query explained the current tank is an underground storage system that was built in the 1940's and needs replaced and will be cheaper to replace the existing tank verses trying to rehabilitate it. Utility Superintendent Scott Blackwell recommends going this route as well and it will be less of a disruption of services once the switchover happens. The tank is our main source of water and is a critical part of our water system. Camp Atterbury is adding more buildings that will need more water supplied. As of right now, there is no way to be able to provide the water in the underground tank to them and they might contribute to the cost of the tank. Once the tank has been built, we will be able to use that water for Camp Atterbury if the need is there. Mr. Query stated he will go through SRF to try and get funding, but as of now he asked for \$231,000 to get the project started and that includes survey, design, and bidding.

After discussion;

- Council President Nelson motioned to approve the \$231,000 to HWC to get started on the water storage tank project. Council Vice President Tearman seconded the motion and passed unanimously.

APPROVAL OF MINUTES:

- Council President Nelson motioned to approve the August 19, 2024 Regular Meeting & September 5 Special Meeting minutes. Councilor Charlie Bourne seconded the motion and passed unanimously.

TOWN MARSHAL REPORT:

Marshal Greg Southers said e-Ticket is now up and running. He updated Council on the 2016 and 2017 Dodge Durangos. Marshal Southers stated the State has ended the 40 hour pre-basic course and officers will now have to go thru ILEA for training and he is no longer allowing his reserve officer to work festivals in Marion County due to safety concerns. Mr. Tearman would like all reserve officers to sign a form stating they will adhere to the new policy. Marshal Southers stated he can write it in their SOP.

WATER/WASTEWATER REPORT:

Superintendent Scott Blackwell presented the Council with his report. He said last week they have substantial completion on the shop and hope to have substantial completion on the office next week. Mr. Blackwell was also asking for a limit of \$12,500.00 to purchase office furniture and equipment. He said he was able to get some gently used furniture as well as purchasing new furniture and equipment. He said they have about 50% of the Lead can Copper report completed.

After discussion,

- Councilor Bourne motioned to authorize Scott Blackwell to purchase office equipment for up to \$12,000.00. Council Vice President Tearman seconded the motion and passed unanimously.

STREET DEPARTMENT REPORT:

Councilor Kevin Harrison stated he is working on next CCMG project and will try to submit the application for the next round.

CLERK-TREASURER REPORT:

Clerk-Treasurer Erica Lyden-Giger presented General, Utilities, August 29, 2024 & September 12, 2024, allowance docket claims and ask the Council for approval in the amounts of \$142,566.24 \$246,687.21, \$41,492.65, \$43,647.28. Mrs. Lyden-Giger asked for approval for claims did not make it on the docket, \$1125.00 & \$5000.00 to Jason Partridge and \$1010.00 to Municipal Electronics. She also informed the Council that a representative from Globe Life will be at Town Hall to meet with employees about supplemental policies. This is will be at no charge to the Town and each employee, including part-time employees will be offered a life insurance policy at no cost.

- Council President Nelson motioned to approve all claims as presented. Councilor Bourne seconded the motion and passed unanimously.

ATTORNEY'S REPORT:

Town Attorney Lee Robbins present Council with Ordinance 2024-04 AN ORDINANCE ESTABLISHING A DESIGNATED OUTDOOR REFRESHMENT AREA WITHIN THE TOWN OF PRINCE'S LAKES. Mr. Robbins explained the purpose of the ordinance is to allow patrons of the fall festival to be able to walk around the park with an alcoholic drink. Mr. Robbins also stated he has tried to contact ATC to verify that we need the ordinance, but recommends adopting it should it be necessary.

- Council President Nelson motioned to adopt Ordinance 2024-04 AN ORDINANCE ESTABLISHING A DESIGNATED OUTDOOR REFRESHMENT AREA WITHIN THE TOWN OF PRINCE'S LAKES. Council Vice President Tearman seconded the motion and passed unanimously.

OLD BUSINESS:

Town Advisor Mike Gallamore stated he and Mrs. Lyden-Giger submitted a spec sheet to three different vendors for a sign and he received two quotes. Greenfield signs for \$28,380.76 and Green Signs \$42,359.77. Mrs. Lyden-Giger stated there are \$39,852.05 left in the American Rescue Act Plan and those funds can be used to pay for the sign. The rest of the funds have to be under contract by 12/31/24. Mrs. Lyden-Giger also stated the contract for the sign requires 50% of the balance to be paid up front and after the payment for the sign there will be \$11,471.29 left in the ARPA fund. Discussion was made about possible usage for the remaining funds. Some suggestions were updating Robertson-Shay Park bathrooms, new lighting for the basketball/pickleball court, fixing the lines on the basketball court at Town Hall Park, adding lines to the basketball court at Robertson-Shat Park, playground equipment or police equipment.

- Council President Nelson motioned to approve the purchase of a new sign in the amount of \$28,380.76 and authorize Clerk-Treasurer Erica Lyden-Giger to pay 50% of the contract to get the project started. Councilor Bourne seconded the motion and passed unanimously

NEW BUSINESS:

Mrs. Lyden-Giger stated she and Mr. Tearman met with a new insurance agent because she feels the Town is not getting the service they need from the current agent. She and Mr. Tearman like the new agent and feel he will be able met the needs and recommends switching agents.

- Council Vice President Tearman motioned to approve to change insurance agents from Walker Huges to Huntington Insurance. Council President Nelson seconded the motion and passed unanimously.

Mr. Bourne stated the current policy in the employee handbook states department heads have to give 60 days written notice or shall be subject to forfeiture of all accrued time off. Public Works Supervisor Mike Miller did not give 60 days written notice he gave a 7 day written notice, but Mr. Bourne feels the current policy is too extreme. Mr. Miller had 102 hours left and Mr. Bourne wants to pay him for 50 hours. Mr. Tearman stated the reason behind the policy is to ensure department heads don't resign soon after their vacation time accrues, leaving the Town in a bind and to pay all of that time. Mr. Robbins said it happens a lot in other municipalities and it is to protect the Town.

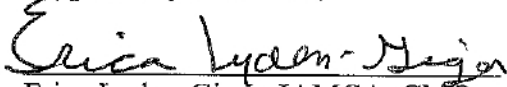
- Councilor Bourne motioned to approve to amend the current resignation policy for a department head to give a 21 day written notice instead of a 60 days written notice. If a department head fails to give a 21 day notice they shall be subject to forfeiture of all accrued time off. Councilor Harrison seconded the motion and passed unanimously.
- Councilor Bourne motioned to pay Mr. Miller 50 hours of vacation time. Council President Nelson seconded the motion. Councilor Harrison voted no, Councilor Bourne voted yes, Council President Nelson voted yes, Council Vice President Tearman voted no, Clerk-Treasurer Erica Lyden-Giger voted no. Motion did not pass.

- Councilor Bourne motioned to pay Mr. Miller 30 hours of vacation time. Council President Nelson seconded the motion and passed unanimously.

Mr. Robbins is going to update the employee policy to reflect the change.

With no further business before the Prince's Lakes Town Council, Council President Nelson motioned to adjourn at 7:58 pm. Councilor Bourne seconded the motion and carried unanimously.

Respectfully submitted,


Erica Lyden-Giger, IAMCA, CMO
Clerk-Treasurer

Council:


Council President Greg Nelson

Council Vice President Bryan Tearman


Councilor Charlie Bourne


Councilor Kevin Harrison

Councilor Lindsey Henson