



LITTLE TOWN ON LAKE MAXINKUCKEE

Culver Town Council Meeting

6:30 p.m., Tuesday, November 24, 2020

The meeting was called to order at 6:30 p.m.

The council meeting was held under guidance provided by Governor Holcomb's Executive Order 20-30 and the Culver Town Council Resolution 2020-002. Members of the Town Council were physically present at the Culver Beach Lodge meeting room. The meeting also was broadcast via Microsoft Teams so that the public was able to participate remotely. At the start of the meeting it was explained that the meeting was being recorded and participation in the meeting was their consent to be recorded and to the rebroadcast of the recorded meeting. The recorded meeting is available on the Town's YouTube channel.

Clerk-Treasurer Karen Heim called roll with the following councilors physically present: Ginny Munroe, Sally Ricciardi, and Rich West. Town Manager Jonathan Leist also was in the room. William Cleavenger, Bill Githens, and Attorney Jim Clevenger joined virtually.

Pledge of Allegiance

The council and those present recited the Pledge of Allegiance.

Approve of Minutes of Previous Meeting

Mrs. Heim asked council to approve minutes from the November 10 work session and regular council meeting as well as the November 13 emergency meeting.

Mr. West made a motion to approve the November 10 work session and regular council meeting and the November 13 emergency meeting. Ms. Ricciardi seconded the motion. Mrs. Munroe took a roll call vote. Mr. Cleavenger, Mr. Githens, Mrs. Munroe, Ms. Ricciardi, and Mr. West all voted aye. None were opposed.

Storm Water Rate Study

Jeff Rowe and Amber Nielsen, Baker Tilly, presented the Storm Water Rate Study, originally prepared earlier in the year. Cash balances in the fund have grown from \$84,081 in 2017 to \$111,660 in 2019 with receipts exceeding expenses. Citing best practices to have a minimum balance of at least two months of operating expenses in the fund, the cash balance is adequate. Adding in a depreciation fund with a year's worth of capital expenditures, the utility exceeded those reserves as of the end of 2019.

Based on information Mr. Leist provided on future capital projects through 2024, the utility would need to generate approximately \$37,000 each year over the next five years. Discussion took place regarding possible future storm water projects.

Mr. Rowe then reviewed operating expenses, which have been minimal as other department expenses are not allocated to the Storm Water fund when work is done on behalf of the utility. He built in \$15,000 a year for expenses. With this information, he estimated revenue would need to increase by \$27,000 to cover costs, which would increase the average residential rate to \$4.36 from \$2. If the Town decided to raise rates, they could do it once or take a phased approach, although with the phased in approach, there would be a delay in realizing the full revenues benefit.

Discussion took place regarding a water and sewer rate study and whether rates should be updated all at once or be spaced out. Mrs. Heim suggested moving ahead with the storm water ordinance when ready and then moving on to

the water and sewer rates so that the impact would be spread out. Discussion also took place over other possible storm water projects. Mr. Leist and Mr. Porter will review capital needs and provide any additional information to Mr. Rowe and Ms. Nielsen so they can update the study before council takes action.

Mrs. Munroe thanked Mr. Rowe and Ms. Nielsen for their work on the study.

Second Reading ~ Ordinance 2020-012 – 2021 Salary Ordinance

Mr. Githens made a motion to pass Ordinance 2020-012 on second reading. Mr. West seconded the motion. Mrs. Heim took a roll call vote. Mr. Cleavenger, Mr. Githens, Mrs. Munroe, Ms. Ricciardi, and Mr. West all voted aye. None were opposed.

Affirm County Ordinance 2020-21 - COVID-19 Face Mask Requirements for Local Workplace Safety and Enforcement

Ms. Ricciardi made a motion to affirm County Ordinance 2020-21 - COVID-19 Face Mask Requirements for Local Workplace Safety and Enforcement. Mr. West seconded the motion. Mrs. Heim took a roll call vote. Mr. Cleavenger, Mr. Githens, Mrs. Munroe, Ms. Ricciardi, and Mr. West all voted aye. None were opposed.

Regional Stellar Plan Update

Mrs. Munroe shared there is a quarterly update meeting with OCRA on Friday, December 11.

Mr. Leist shared the council approved moving forward and Culver Redevelopment Commission approved paying for the upgrade to the LED sign.

Mr. West made a motion to authorize the council president to sign the purchase agreement with Graycraft Signs. Ms. Ricciardi seconded the motion. Mrs. Heim took a roll call vote. Mr. Cleavenger, Mr. Githens, Mrs. Munroe, Ms. Ricciardi, and Mr. West all voted aye. None were opposed.

Marshall County Crossroads launched new initiative to slow the spread of COVID at www.marshallcountycrossroads.com/takecharge. The group organized a press conference last week with community leaders and Saint Joseph Health Systems that received a good amount of media coverage. Mrs. Munroe thanked Mr. Leist for his work.

Stellar Plan Update

RW South is working to finalize the documents needed to move forward on purchasing right-of-way from residents on South Main for the trail project.

Town *Manager* Report

Utilities

Mr. Leist reported E&B paving is substantially complete with the Davis/South Main project. Utilities Superintendent Bob Porter and Mr. Leist did a walkthrough with Brian Veale, Midwestern Engineers to create a final checklist. They also have asked E&B to contact each of the property owners to make sure they do not have any further issues.

EMS

Mr. Leist said EMS Director Jeff Koon suggested some changes to the back to work protocol for health care workers but asked to hold off on action until Mr. Koon was present and able to explain.

Economic Development Survey and Follow Up

Following up on the Economic Development sessions, Mr. Leist said 17 people responded to the survey. There was almost unanimous support for creating a broad coalition, similar to the Stellar committee, to focus on economic development and 11 respondents were supportive of hiring a professional consultant. A work session with the council and facilitator Cheryl Morphew will be scheduled soon.

Department Head Reports

EMS

EMS Director Jeff Koon was not present.

Fire

Fire Chief Ken Van De Putte shared the department is hoping to get TCS in to do the road marking guides for the aerial truck as soon as possible.

Police

Chief Wayne Bean was not present.

Park

Park Superintendent Amber Cowell was not present.

Utilities

Mr. Porter was not present.

Boards and Commission Reports

Plan Commission

No report

Board of Zoning Appeals

Mr. Leist shared he asked Mr. Clevenger to attend the November meeting. He explained the BZA had concerns over the lack of information provided at a hearing in October on 311 N. State Street. The topic was put on the agenda for discussion in November and the board is following a process that allows for a reconsideration hearing. That hearing is scheduled for December.

Redevelopment Commission

Mr. West, Culver Redevelopment Commission president, reminded those present the next meeting is 5 p.m., Monday, December 21. He also shared that a copy of the survey results from the online website development project were provided to council.

Tree Commission

No report

Clerk's Report

Claims over \$2,000

Mrs. Heim asked for approval of the following claim over \$2,000:

Ampstun Corporation	2,000.00	Clerk - accounting software support
HOOSIER FIRE EQUIPMENT INC	4,102.15	Fire - firefighting supplies
E & B PAVING, INC.	6,000.00	Street - patches

Mr. Githens made a motion to approve the claims over \$2,000. Mr. West seconded the motion. Mrs. Heim took a roll call vote. Mr. Cleavenger, Mr. Githens, Mrs. Munroe, Ms. Ricciardi, and Mr. West all voted aye. None were opposed.

Additional Appropriations

The Department of Local Government Finance approved the additional appropriation request.

2021 Holidays

Mrs. Heim provided council with a calendar with the 2021 holidays and asked for council approval.

Mr. Githens made a motion to approve the holiday schedule. Mr. West seconded the motion. Mrs. Heim took a roll call vote. Mr. Cleavenger, Mr. Githens, Mrs. Munroe, Ms. Ricciardi, and Mr. West all voted aye. None were opposed.

Council agreed to leave the second December meeting on the fourth Tuesday, December 22.

Water/Sewer Rate Study

Mrs. Heim reminded council of the proposal from Baker-Tilly to complete a water and sewer rate study.

Ambulance Rate Ordinance

Mrs. Heim updated the Ambulance Rate Ordinance with Mr. Koons suggestions and will schedule a public hearing for the first meeting in January.

Attorney's Report

Mr. Cleavenger thanked council for the affirmation of the face mask ordinance and the Crossroads initiative.

BZA

Mr. Cleavenger commented that Mr. Leist's report on the BZA meeting probably put the petitioners in the best light and he wasn't sure how things would be resolved. The BZA members were not happy with the way the prior meeting was conducted and the lack of information provided.

709 Obispo

Mr. Cleavenger shared he spoke with the owner of 709 Obispo. They have a contractor lined up to remove the siding to see if the structure is sound and hope to complete that in the next two weeks. If it is not sound, the owner will try to negotiate a contract to have the building demolished in such a way that a new structure can be built on the property. Per the judge's demolition order, they have until December 11 to demolish the property.

415 Lake Shore

The Sheriff's Sale for 415 Lake Shore is scheduled for 1 p.m., Tuesday, January 26 at the Marshall County Sheriff's Department.

Utilities Shut Off/Ordinance Violation

No one was present.

Citizen Input

With no members of the public present, Mrs. Munroe asked for any input from citizens joining online. No one spoke up.

Council Issues

Mr. Cleavenger wished everyone a happy Thanksgiving.

Mr. Githens, noting Mr. Cleavenger beat him to it, also wished everyone a happy Thanksgiving.

Mr. West had nothing further.

Ms. Ricciardi had nothing further.

Mrs. Munroe expressed her thanks to the employees for getting Culver to this point in the year. She added that on Thanksgiving, she will be counting the employees, town manager, attorney, clerk treasurer and council as people she is thankful for.

Adjourn to Claims

Mr. West made a motion to pay the bills and adjourn to claims. Ms. Ricciardi seconded the motion. Mrs. Heim took a roll call vote. Mr. Cleavenger, Mr. Githens, Mrs. Munroe, Ms. Ricciardi, and Mr. West all voted aye. None were opposed.

Claims totaled \$114,115.71.

The November 27 payroll totaled \$48,549.81.

The meeting adjourned at 7:33 p.m.

Respectfully submitted,

Karen Heim
Clerk-Treasurer

Culver Town Council



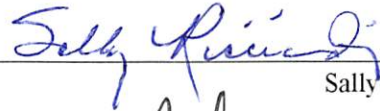
Ginny Munroe, President



Bill Githens, Vice-President



William Cleavenger



Sally Ricciardi



Rich West



Karen A. Heim
Clerk-Treasurer

Official signed minutes may be requested at the Clerk's Office.

Items	Motion Made By	Seconded	Vote (For – Against)
Approve November 10 work session and regular council meeting and November 13 emergency meeting	Mr. West	Ms. Ricciardi	5 – 0 Approved
Pass Ordinance 2020-012 on second reading	Mr. Githens	Mr. West	5 – 0 Approved
Affirm County Ordinance 2020-21 ~ COVID-19 Face Mask Requirements for Local Workplace Safety and Enforcement	Ms. Ricciardi	Mr. West	5 – 0 Approved
Authorize the council president to sign the purchase agreement with Graycraft Signs	Mr. West	Ms. Ricciardi	5 – 0 Approved
Approve claims over \$2,000	Mr. Githens	Mr. West	5 – 0 Approved
Approve the holiday schedule	Mr. Githens	Mr. West	5 – 0 Approved
Pay bills and adjourn to claims	Mr. West	Ms. Ricciardi	5 – 0 Approved