

OSSIAN TOWN COUNCIL – Special Meeting

October 14, 2013 - 6:00 p.m.

Ossian Town Hall – 507 North Jefferson

The Town Council met to discuss the proposed new employee handbook. The handbook presented is a compilation of the current handbook, suggested changes by Bliss-McKight, the town's insurer and suggested changes from Andy Carnall, the town's attorney. The proposed handbook was reviewed page by page. Councilman, Tom Neuenschwander asked that Town Manager, Luann Martin re-check with Carnall on several sections. She will report back at the next special meeting, which is scheduled for 6:00 p.m. on October 28, 2013 to discuss the remaining portions of the handbook and Carnall's response.

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Council President, Brad Pursley called the meeting to order at 7:00 p.m. with Council members Tom Neuenschwander, Josh Barkley, Terri Hughes-Lazzell and Bill Miller present.

Ossian Board of Parks and Recreation Minutes

October 7, 2013

Attendance: Steve Andrews, Max Lake, Jason Heckber, and Tim Rohr

- I. Read and approved minutes from meeting on September 3, 2013.
- II. Learned that the skateboard park equipment has been installed at the Archbold-Wilson Park and is in use.
- III. The seeding has been done around the pond in the Archbold-Wilson Park. Luann and Max talked with Marty Spees from Fleis and Vanderbrink about future needs in the park. Marty to be at our November meeting for discussion.
- IV. Luann ordered 2 signs for the Adopt-A-Tree program. 14 trees were ordered to replace dead trees around the walking trail. Trees are to be planted yet this fall.
- V. Kevin Prichard here informing board that he will not run the baseball leagues in the 2014 season. Luann to put advertisement in local papers for volunteers to help run the leagues.
- VI. Rick and Lana Bookmiller here and are concerned about no fence around the pond in the Archbold-Wilson Park. The Bookmillers questioned if a fence or some type of barrier be considered. Board took consideration under advisement and will get some type of quote on fencing. Board advised Bookmiller to take his concerns before the Ossian Town Council for their consideration also.
- VII. Meeting adjourned at 8:53 pm.

OSSIAN REVITALIZATION COMMITTEE

Tuesday October 1, 2013

Members present: Jan Williams, Linda Hambrick, Larry Heckber, Marlyn Koons, Mike Lewis
Judy Harkless, Luann Martin, Natalie Milholland

Members not present: Tom Neuenschwander, Larry Smith, Jim Brewer, Bruce Sonner, Joel
Fremion, Kody Kumfer, Eme Dietrick,

Minutes from the September 3, 2013 meeting were approved.

Updates for October 2 Main Street Community Exchange

Marlyn reviewed the plans for the day.

Luann reported we have 35 people from 19 Indiana communities registered to attend.

Revitalization Members, several Ossian citizens, and Town Board members also registered to attend.

After some discussion Linda Hambrick made a motion seconded by Mike Lewis to give a donation to the Methodist Church for use of their building for the Pork Chop Dinner and Main Street event. Motion was voted on and passed.

Fall Festival: We need to get the date From Stacy Little. Stacy will be speaking at the October 9 Merchants meeting as to her plans for the event and what we can do to help. Update: October 30

Hometown Christmas Date has been set for **December 6, 2013 from 5:00 to 7:30**

Insurance is due for Don Ferrell's Train which we agreed to pay and make more use of his train in future events such as Fall Festival, Hometown Christmas, Freedom Fest, and Pork Chop Dinner.

On Saturday, October 26 at 10:00 Larry Heckber will pull out the flowers from the pots and put in the Christmas trees. Anyone available to help will be appreciated.

We will ask Bruce if he could use his trailer to transport the trees to Eme's garage on Monday, October 21 to install new lights on the trees and have them ready for Saturday.

Emails will be sent to remind members that help is needed.

Wine Tasting: April 26, 2014

Next work sessions: Monday, October 21 put lights on trees in Eme's garage
Saturday October 26, help Larry Heckber pull out flowers and install Christmas Trees

Next Revitalization meeting: Tuesday, November 5, at 5:00 at the Town Hall.

Minutes prepared by Jan Williams

Barkley asked about the cost of changing the banners downtown. Martin explained that the cost of changing the banners is \$100 per occurrence not per banner. Barkley was also concerned that the star for the Christmas tree may be discarded. Martin said the star we have is just too big for the smaller Christmas tree. It will be kept to be used when the tree grows.

Hughes-Lazzell moved to accept the minutes of the September meetings. Barkley seconded.

Passed 5-0

Council President, Brad Pursley opened the Public Hearing for the 2014 Budget at 7:05 p.m. Police Chief, Dave Rigney questioned the LOIT Public Safety Fund appropriation, saying he would prefer to pay his share of the Spillman charge out of his regular budget instead of the LOIT fund. Barkley explained that he could still do that but the LOIT Fund would be a back-up in case there was no money left in his regular budget. Since this is paid in December he could make that determination at that time. There being no other questions or discussions, Pursley closed the public hearing at 7:15 p.m.

Robert Blake, who frequently attends council meetings, introduced his grandson, Benjamin Klitz, who was listening in for a school project.

Police Chief, Dave Rigney reported that DARE officer, Stephanie Tucker has gotten a step van donated by the Frito-Lay Company in Fort Wayne. This will enable her to use the \$11,000 raised in September to remove logos and paint the exterior, as well as, outfitting the interior with educational fixtures and information. Rigney presented the monthly mileage and overtime report.

No other committees or departments reported.

Town Manager, Luann Martin presented two (2) bids to upgrade the town's website. Deputy Clerk-Treasurer, Sally Bracke indicated that, currently, customers cannot pay bills on line unless they have done so before. If a customer wants to pay on line for the first time they cannot do so at this time. After some discussion Hughes-Lazzell asked Martin to have the bidders clearly define what services would be offered in each bid. A decision was tabled until the October 28th meeting. Barkley stated that he did not think the town should be doing business with relatives of town employees.

Martin presented a bid from Ortman Drilling & Water Services for the replacement of the motor on well #5. They have been inspecting all the wells and recommended this motor be replaced. The cost would be \$3460 for the replacement of the motor in addition to the proposed cost of the inspection. Councilman Miller suggested that perhaps the pump should also be replaced as a preventive measure, since it is the same age as the motor. Martin said she will look into the price of a pump and report to the council via email. She also said it is important to have the pump operating by the end of the month, when the water tower will be drained for inspection. Well # 5 will be needed to fill the water tower after the inspection.

Martin presented a list of property owners and addresses that have trees that need to be trimmed in order to be in compliance with Resolution #03-11-1 - A Resolution Concerning the Maintenance of Trees in Walkways & Street Right-of-ways. Council questioned whether these trees should just be removed. Martin will contact town attorney, Andy Carnall regarding this matter.

Barkley moved to replace the furnace at the sewer plant with a high-corrosion 92% efficiency furnace from Collier's at a cost of \$5185. Neuenschwander seconded. Passed 5-0

Martin stated that there has been some discrepancy in the town boundary lines. She recommended hiring Tony Reiff to verify this. Hughes-Lazzell moved to hire Reiff at \$50 per hour. Neuenschwander seconded. Passed 5-0

Council took no action on a utility adjustment request.

Martin announced that leaf collection will start October 28 and continue through the first week in December. Sally Bracke, Deputy Clerk-Treasurer stated that Clean-up Day is October 26. Residents should put their items out curbside the night before as pick-up starts at 6:00 a.m. There will also be electronic recycling at the town hall on the 26th from 9:00 a.m. until noon.

It was decided that Trick or Treat hours would be from 5 to 8 p.m. on October 31.

Neuenschwander moved to approve time cards with the exception of one (1), which had some discrepancy. Martin said she will check into that situation. All other time cards were included in the motion. Miller seconded. Passed 5-0

Barkley moved to approve claims of \$80,052.38. Hughes-Lazzell seconded. Passed 5-0

Neuenschwander moved to adjourn at 8:00 p.m. Hughes-Lazzell seconded. Passed 5-0

OSSIAN TOWN COUNCIL – Special Meeting
October 28, 2013 - 6:00 p.m.
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The Town Council met to continue the discussion of the proposed new employee handbook. All members were present. The handbook presented is a compilation of the current handbook, suggested changes by Bliss-McKnight, the town's insurer and suggested changes from Andy Carnall, the town's attorney. The proposed handbook was reviewed page by page. The Council asked that Town Manager, Luann Martin re-check with Carnall on several sections. She will report back at the next regular meeting, which is scheduled for 7:00 p.m. on November 11, 2013 where they will consider all the changes from both sessions. Meeting was adjourned at 6:50 p.m.

OSSIAN TOWN COUNCIL – Regular Meeting
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Council President, Brad Pursley called the meeting to order at 7:00 p.m. with Council members Tom Neuenschwander, Josh Barkley, Terri Hughes-Lazzell and Bill Miller present.

There were no comments from the public.

Lynn Yager submitted a petition for reducing the easement on the north side of his property. It had been properly advertised according to state requirements and there were no objections, either from the council or the public. Hughes-Lazzell moved to approve Ordinance #2013-10-1 formalizing this request. Miller seconded. Passed 4-0 with Neuenschwander abstaining.

The 2014 budget was presented for adoption. There was no discussion. Neuenschwander moved to adopt Ordinance #13-10-2. Barkley seconded. Passed 5-0

Ric Bookmiller asked if there were any plans for a fence around the pond in the Archbold-Wilson Park. Hughes-Lazzell said there were no plans and never had been as far as she knew. Bookmiller said he was concerned for the safety of small children around the pond. Pursley responded by comparing the pond to a busy street, saying we don't fence the streets. Miller said he knew of no other ponds in parks in surrounding areas that have a fence around them. Bookmiller said he didn't care what other communities did. He was only concerned with his town and requested a fence be put up. Jason Heckber, representing the Park Board, stated that a fence would not totally eliminate danger, as gates could be left open, children could climb a fence etc. Hughes-Lazzell and Miller suggested maybe some kind of buffer could be used instead of a fence. Bookmiller then presented a brochure of rescue items that could be placed along the shore of the pond. These items would be readily available in case of an accident. Heckber was interested in investigating this and asked Town Manager, Luann Martin to put the entire matter on the Park Board agenda for the next meeting.

Pursley asked if the farmer who is currently farming the area around the park is quitting. He further asked if we have a contract with this farmer. Martin said any contracts would be with

the Wells County Revitalization as they own the land around the park. It was also reported that the Wells County Revitalization purchased the mower for the park and the town agreed to do the mowing.

Neuenschwander reported that the request placed with the Department of Natural Resources (DNR) to be taken out of the flood plain is going well. It will also need to be filed with the Federal Emergency Management Administration (FEMA). This request was made several months ago because the council felt several properties had been placed in the flood plain unnecessarily. Neuenschwander will continue to update council.

Barkley reported that work continues on establishing a Tax Incremental Financing District (TIF). Ice-Miller law firm in Indianapolis has been contacted to do the paperwork necessary to set up the required Redevelopment Commission.

Martin reported that Tony Reiff's fee for reviewing the town's boundaries is \$25 per hour, not \$50 per hour as stated at the last meeting.

Martin updated council on the town's website saying that the entire front page had disappeared with no one knowing why. She was able to get it so people could pay their utility bills on line, but the issues continue.

Martin presented substantiation for the employee time card that was questioned at the last meeting. There were no further questions.

Martin updated on the water tower inspection, which was supposed to begin today. They started draining the water tower at 5:30 a.m. When Nelson Tank employees arrived for the inspection it was noticed that the tower was not drained. Apparently, someone had turned off the drain valve unbeknownst to town employees. The tower inspection had to be rescheduled for Friday, November 1, 2013.

Barkley moved to approve claims of \$62,476.48. Neuenschwander seconded. Passed 5-0

Neuenschwander moved to adjourn at 7:40 p.m. Hughes-Lazzell seconded. Passed 5-0