



Common Council Meeting – Minutes

Date: February 18, 2020

Time: 7:00 pm

Council Members in Attendance: Todd Nunemaker, Anna Huff, Brandie Yoder, Denny Miller

Also, Present: Mayor: Phil Jenkins, **Clerk-Treasurer:** Jeff Knight, **City Attorney:** Brian L. Hoffer, and 12 guests. No one from the press was in attendance.

- Call to Order: Mayor Jenkins called the meeting to order at 7:00 pm.
- Roll Call: All Council members were in attendance except Councilwoman Rosa.
- The minutes from the February 3rd, 2020 meeting were submitted by Mayor Jenkins. Councilwoman Huff motioned they be accepted. Councilwoman Yoder seconded. There was no further discussion regarding the minutes. The minutes were approved unanimously by voice vote.
- Mayor Jenkins asked if there were any petitions or comments from citizens: None provided.
- No reports from Committees, Boards and Commissions: None were submitted.
- Unfinished Business: Ordinance 1566 pertaining to the Beacon annexation was presented for a third reading. Councilman Miller motioned to approve the annexation as presented. Councilman Nunemaker seconded. There were no further questions and a roll call vote was taken. Councilman Nunemaker – Aye, Councilwoman Huff – Aye, Councilwoman Yoder – Aye, Councilman Miller - Aye. The annexation was approved and the Ordinance in its entirety will be posted in the paper for a 30-day remonstrance period.
- New Business:
 - First Reading of Ordinance 1567 – LFM-Newmar annexation: A letter was submitted by LFM and Newmar requesting the City to annex the south side of County Road 52 between County Road 101 and County Road 3. Councilwoman Yoder motioned to approve the annexation request. Councilwoman Huff seconded. Mayor Jenkins indicated that they are still trying to decide what they will do with the property. It will be industrial usage. Crystal Welch noted that when the final site plan is in place further plans will be made as it pertains to how the site will be laid out and drainage as well. Mayor Jenkins mentioned to Superintendent



Lehman the desire to have zoning changes coincide with the third and final reading of the ordinance. Superintendent Lehman concurred. Councilman Nunemaker confirmed the parcels of property to be included in the annexation. No further questions were offered. Ordinance 1567 was approved on first reading by a unanimous voice vote.

In conjunction with the first reading, a date was set for the second reading which will be a public hearing. The date for the public hearing will be March 16th. Councilman Nunemaker motioned to have the public hearing on March 16th. Councilwoman Huff seconded. The notice of the public hearing will be in the Goshen News and Warsaw Times Union this Thursday. The City will have a fiscal plan presented at that time. The date was approved unanimously by voice vote.

- Replat of Craftsman Village Phase 1 lots 1 through 4: Tim Saylor president of Innovative Communities/Craftsman Village made the presentation regarding the replat. The area on the map color coded in green is being added to the properties as well as additional footage to clean up some minor right of ways issues. Mayor Jenkins interjected that this replat has already been approved by the Planning Commission. The presentation was primarily in order to for the Council to endorse the plan. Councilwoman Yoder motioned to approve the replat. Councilwoman Huff seconded. The replat was approved unanimously by voice vote.
- Resolution to Purchase Parcels of Land Related to South Park: Superintendent Lehman informed the Council that the Planning Commission had reviewed the resolution and approved the request. City Attorney Hoffer gave a brief history of the property noting that the Parks Department has recently received a grant in order to purchase part of this property. The grant stipulates that the property purchased needs to remain a park. Councilman Miller motioned to approve the resolution with the inclusion of the correct resolution number (724-20). Councilman Nunemaker seconded. The resolution was approved unanimously by voice vote.
- Write-offs – Bad Account totaling \$8,501.90: Clerk-Treasurer Knight informed the Council that this is a report representing past due amounts deemed by the Water Department and the Clerk Treasurer’s office to be uncollectible. The dates of the write-offs cover portions of 2017, 2018, and early 2019. Councilwoman Huff motioned to proceed with the write-offs. Councilwoman Yoder seconded. Mayor Jenkins inquired of CT Knight or Superintendent Gerber if the names of these individuals were kept on file so that if they wished to have further service in the future, these funds could be collected. Superintendent Gerber confirmed that they were. Councilwoman Huff asked how some



of the balances had gotten so high. Superintendent Gerber noted that much of it had to do with timing. Councilman Nunemaker asked if the names on the list were mostly homeowners. Superintendent Gerber said he thought so but would need to check further. He also noted that the law will be changing to where you will not be able to pursue past due payments from the homeowner if they were renting the home to someone and the water bill was in the lessee's name. Mayor Jenkins commented that this could mean higher losses. Councilwoman Huff asked if this was primarily a clean up of the books. CT Knight said that it was. Councilwoman Yoder asked what the collection process is for these accounts. Superintendent Gerber responded that it is via a notification process and then an in-person follow-up. These accounts are not submitted to a collection agency at this time. Mayor Jenkins and CT Knight noted the need to review the internal process along with what any statute or ordinance may have to say pertaining to collection of these types of balances. Councilman Nunemaker asked CT Knight if the list presented was a fairly complete list. CT Knight said no that this only goes through early 2019. Without any further questions, the Council approved the write-offs by unanimous voice vote.

- A/P Vouchers: 2020 Accounts Payable Vouchers in the amount of \$557,538.25 were submitted for approval. Councilman Miller made the motion to approve the vouchers and Councilwoman Huff seconded. The Council approved accepting the A/P Vouchers unanimously by a voice vote.
- SRO APV Account Transfer of \$1,516.66: The APV was to transfer the responsibility costs and scholarship offerings of the Mental Health Fundraiser to WaNee schools. Councilman Nunemaker motioned to approve the transfer and closure of the account. Councilman Miller seconded. The Council approved the transfer and closure unanimously by voice vote.
- Reports of City Officers:
 - EMS Director – Councilwoman Yoder asked what the Patient Status meant. Director Sumpter replied that it was a total number of patients. Councilwoman Yoder also asked when the new ambulance would be delivered. Director Sumpter thought in 2021. Mayor Jenkins said that we have placed our order.
 - Fire Chief – No questions
 - Police Chief – Councilwoman Yoder asked if there was a way in the new system to generate reports showing month to month comparisons. Chief Rulli responded that they'll have to investigate the reporting capabilities.
 - Street Superintendent – No questions
 - Park Superintendent - No questions



- Senior Center Director – Beth thought their report had been issued to the Council. However, the report was submitted to the Clerk-Treasurer’s office to someone who had been out ill.
- Water/WWTP – No questions
- Clerk-Treasurer – No formal report was presented but CT Knight gave an update as to where the process stood with filing the Annual Financial Report.
- Mayor – Mayor Jenkins suggested to move the Council meeting scheduled for April 6th to Tuesday March 31st in order to make certain that the Council had a quorum. April 6th is spring break week. Councilwoman Yoder motioned to make the move to March 31st. Councilman Nunemaker seconded. This was approved unanimously by voice vote.

With no further business to be discussed, Councilwoman Rosa motioned to adjourn the meeting and Councilwoman Huff seconded. The meeting was adjourned at 7:40 pm by unanimous voice vote.