

MEETING MINUTES

ADMIN MEETING

Date: February 13, 2024

Time: 6:00pm

Meeting called to order by: President Brown

IN ATTENDANCE

President Brown, VP LaOrange, CM King, CM Allen, CM Trippett, CT Collier, S & U Superintendent Reed, TA Trent, TM Bolen, Mike Hill, Jake & Cassie Terry, Pam Hiner, David Kurth, Sam Messenger(IMPA) and Judy Thomas.

APPROVAL OF MINUTES

No minutes were submitted at this meeting.

AGENDA CHECK

The agenda was approved as read.

FINANCIALS

Claims were submitted in the amount of \$253148.75 and were approved by a vote of 5 Ayes to 0 Nays. The motion to approve was given by VP LaOrange and seconded by CM King. Timecards were submitted to the council for review and they initialed for their approval. CT Collier also informed the council that she will be removing unused appropriation accounts in the accounting software.

REPORTS

- Water Operator Contract was signed hiring Emmett Orlis-Carmell as the new Operator.
- Haleys Lock Safe and Key Estimate in the amount of \$976.80 was presented to the council and accepted by a vote of 5 Ayes to 0 Nays with the motion to accept being given by VP LaOrange and seconded by CM Allen.
- Meters for all town properties was discussed and they were ordered but will take a while to arrive. All water meters are in. Keystone is currently working on software they are shooting for a completion date of late Feb early March.
- Newsletter Update VP LaOrange informed us that the newsletters were sent to printer.
- Sam Messenger from IMPA talked to us about IMPA's dedicated Service Contract and let us know that they are starting to hire in northern Indiana so they can be a dedicated service provider to more of the northern towns and cities.

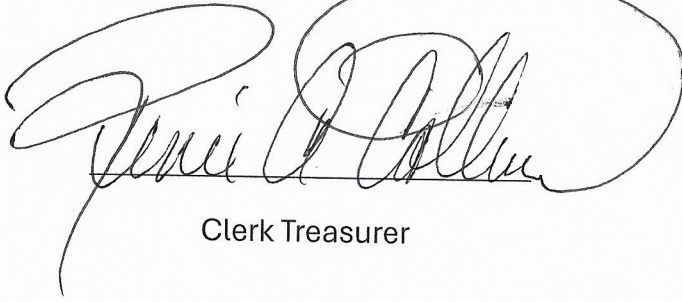
- U & S Supervisor Reed informed us that he will be attending IMPA 101 class on Feb 15th and OSHA 30 class from March 4th through the 7th. He is also in need of tools to do maintenance on the vehicles. Their radios are supposed to be in the next week or two.
- The new well house at the park is currently at a standstill as Peerless is waiting on materials to complete.
- WWTP is still waiting on the liner and screens to come in and a new fan is needed in the air handler room, and it needs to be on an automatic switch. Electric and More LLC. will be called for this.
- We are still waiting for the water leak on the West side of town to be fixed by the residents. Ordinance 2019-6 is to be taken o resident to explain what is to be paid by her and what the town covers. Her house is unusual as her meter is approx. 300 feet from her house. They asked about putting in a well and IDEM will not allow this due to the fact that it could contaminate the water source.
- The Police Dept. has received their new radios and the radars have been recertified. They are also in need of evidence Forms and ink for their printer. Council voted to allow these purchases Vote passed unanimously and the motion and second was made by CM King and VP LaOrange respectively.
- Town Park Board reports that President Brown will be the annual festival committee chair and that they need to get a contract drawn up with the owners of the bar for the storage of supplies. They will also be renewing the contract with the Softball Board for 2024 Field Usage.
- Fire Chief Mike Hill reported two call outs for assistance to other Fire Depts in the area. Mike also volunteered to work on the towns Emergency Procedures Book.
- TA Trent is working on parking downtown and informed the council that the county ordinance stating that the landlord has to supply two parking spots for each rental does not apply in Chalmers.
- A community Garden and Community Food Bank was brought up by U & S Superintendent Reed and discussed decided to revisit at a later date after more info was gathered.

NEXT MEETING

Will be held Feb. 27,2024 at 6:00pm at the Town Hall.


MOTION TO ADJOURN was given at 7:45pm by CM Allen and seconded by VP LaOrange and vote passed unanimously.

Approval of Minutes for Feb. 13th 2024



Terri J. Allen

Clerk Treasurer



Pamela S. Brown

Council President