

TOWN COUNCIL MINUTES  
April 28, 2020

Present were council members Vice President, William Lopez; Erik Wagner, Brian Finley, David Phillips and Building Commissioner Michael Barry. President Greg Stinson, Attorney Greg Sobkowski, Police Chief James Spanier, Fire Chief Jay Craig, Public Works Director Sarah Olson and Park Director Brian Bugajski were absent from meeting. The council was experimenting with "zoom" to be able to broadcast future meetings because of COVID 19, all department heads were at home connected to zoom website and gave their reports.

APPROVAL OF MINUTES

Finley made a motion to approve the March 24, 2020 minutes and Wagner made the second, motion passed with 4-0 vote.

APPROVAL OF CLAIMS

Phillips made a motion to approve the claims as presented and Finley made the second, motion passed 4-0 vote.

COMMENTS FROM THE FLOOR

None

CLERK TREASURE REPORT

None

ATTORNEY REPORT

None

POLICE DEPARTMENT REPORT

Police liaison William Lopez asked the council to approve Police Chief Spanier to obtain certified quotes for 2 or 3 police cars with quotes due May 10<sup>th</sup>, council agreed by consensus for Chief to obtain quotes for 2 or 3 police cars.

FIRE DEPARTMENT REPORT

Chief Craig remotely asked the council to approve Westchester Township to pay \$1,420.00 for reporting software. Craig said that this is approved every year by council. Wagner made a motion to approve Westchester Township to buy the fire software for \$1,420.00 and Finley made the second, motion passed 4-0 vote.

Chief Craig also asked permission to apply for a safety equipment grant for the fire department. This grant is for SCBA facepiece adaptors with filters along with upgrades to fit the test machines to make them N-95 compliant. Wagner made a motion to approve Craig to apply for safety equipment grant and Finley made the second, motion passed 4-0 vote.

## PUBLIC WORKS DEPARTMENT REPORT

Building Commissioner Michael Barry stated that the leaf pick-up has started and will follow the map on website. The department will then follow the same schedule for brush pick-up.

## PARK DEPARTMENT REPORT

Park Director Bugajski reported the following:

Festivals and Events

Cancel Memorial Day Program

Cancel Safety Fest

Cancel Fishing Derby

And he will wait to make a decision on the Family Fourth Festival and other planned events as new information becomes available.

### Summer Park Program

Move to a three-day a week online program for four weeks. Craft supplies will be picked up weekly at Hawthorne, via drive-thru, by participating families (limited to 30 kids). Summer Park Program Director creates pre-recorded videos that can be posted online and downloaded by participants. The videos would feature an educational component, and instructions on how to complete the daily craft. The program would still be free of charge to participate.

### Rentals

Continue to keep the Community Building, Shelters and Gazebo closed until the Governor allows restaurants and bars to reopen for in-person service. Rentals currently under contract through July 31<sup>st</sup> would have the option to pay their rental fee one week prior to the event instead of 6 weeks prior to the event. Rentals under contract could cancel with only 1 weeks' notice and still receive a full refund (current policy requires cancellation at least 60 days prior to the event to receive a refund).

Do not take any new rentals for the months of May or June. For any individuals wishing to book an event in July or later, require the standard \$150 deposit and revisit due dates/openings based on future orders from the Governor.

### Staff

Do not hire a seasonal laborer – due to a decrease in events he will have more time to work in the field. This could save approximately \$7,500 in the budget.

Do not hire Summer Park Program Assistants due to the online format, the program can be run by the Summer Park Program Director. This would save approximately \$2,500 in the budget.

Bugajski said that at present he and his assistant are currently working keeping the trash emptied and the grass mowed. Finley made a motion to approve the above changes until Governor lifts all restrictions and Phillips made the second, vote 4-0 motion passed.

**BUILDING COMMISSIONER REPORT**

Barry presented 6 new contractors for approval, Finley made the motion to approve the 6 new contractors and Wagner made the second, vote 4-0 motion passed.

**NEW BUSINESS**

**Community Crossing Matching Grant**

Barry stated that the town received \$602,948.08 from the State of Indiana for paving. Barry asked council for permission to advertise for bids for this paving project. Wagner made a motion for Barry to advertise for paving bids for this project and Finley made the second, vote 4-0 motion passed.

Finley made a motion to adjourn and Phillips made the second, vote 4-0 motion passed.

Dated this 12<sup>TH</sup> day of MAY, 2020.



William Lopez, Vice-President



Erik Wagner



Brian Finley



David Phillips

ATTEST:

  
Carol Pomeroy, Clerk Treasurer