

Spencer Town Council Regular Meeting
December 19th, at 7:00 P.M.
Municipal Building
90 N. West Street
Spencer, IN 47460

Board Members present: Jon Stantz, Dean Bruce, Michael Spinks

Also present: Clerk-Treasurer, Cheryl Moke, Chief Richard Foutch, Sewer Superintendent, John Hodge, Street Superintendent Larry Parrish, Town Attorneys Richard Lorenz and Dan Cyr Also present, Jennie Osborne, Building Department and Gwen Tucker, Economic Development.

IN THE MATTER OF APPROVAL OF MINUTES

Michael Spinks made a motion to accept the previous minutes as written. The motion was seconded and passed.

IN THE MATTER OF PUBLIC ISSUES

Jennie Osborne presented a request for vacation of easement for a property owner in Thornridge. The property in question, combined two lots, and built a home, but later found there was a utility easement on the property line between the two lots. The water, electric and gas, all wrote letters agreeing to the removal of the easement. Jon Stantz reminded the parties that requests to remove easements should be made prior to any improvements on the property. **Dean Bruce made a motion to approve the request for vacating the easement between properties 29 and 30 in Thornridge, and authorize Jon Stantz to sign any necessary documents to complete this. The motion was seconded and passed.**

IN THE MATTER OF THE BUILDING DEPARTMENT

Jennie Osborne presented what she knows to be as the most recent zoning maps and would like to have it confirmed. Tiffany Chapman had updated the planning and zoning ordinances and would most likely have the latest version available.

ECONOMIC DEVELOPMENT

Gwen Tucker presented a professional services agreement for renewal in the same amount as last year.

Jon Stantz made a motion to approve the 2017 agreement in the amount of \$25,000 to be paid in quarterly installments to Owen County Economic Development. The motion was seconded and passed.

Gwen Tucker also presented an application for signature by the sewer manager for an extension of the sanitary sewer system permit to extend the sewer line out on 43 to Owen Camp Drive.

Jon Stantz made a motion to authorize John Hodge to sign the application for the permit the motion was seconded and passed.

IN THE MATTER OF THE REDEVELOPMENT COMMISSION

Michael Spinks reported that the remonstrance period has been completed and the papers will be filed by the end of the year. He will continue to review the properties and their values for accuracy with the Town Clerk and the County Auditor's office.

IN THE MATTER OF THE POLICE DEPARTMENT

Chief Marshal reported that the corner of Washington and Jefferson was a high volume traffic area, and he would like the Town of Spencer to consider that corner a four-way stop. He also reported that the toy drive was successful.

Larry Parrish requested that the corner be reviewed by his department first, so that he can ensure that the wastewater drainage system is not at risk. He will make a recommendation after he reviews it.

Michael Stanley asked about a parking problem at the corners of North and West Street. There was no resolution suggested. Richard Lorenz suggested using students from the University to study the parking issues. Jon Stantz said they will take it under advisement.

IN THE MATTER OF THE STREET DEPARTMENT

Larry Parrish asked about adding an additional street light at 5th Avenue and at one other location. He also reported they have a couple of extra lights that could be moved to the locations. He was told to check into it with Duke to see what the cost would be.

IN THE MATTER OF THE SEWER DEPARTMENT

John Hodge reported that a mixer he had previously had approved for repair in the amount of \$1,500, was now estimated to be \$2,619.92 to be rebuilt.

Michael Spinks made a motion to approve the invoice from Wabash Valley Machinery for the rebuild of the mixer in the amount of \$2,619.92. The motion was seconded and passed.

IN THE MATTER OF THE FIRE TERRITORY

Michael Spinks reported that he attended the meeting as liaison last week. They approved the two-year contract with the Owen Valley Firefighters.

IN THE MATTER OF THE ATTORNEY

Richard Lorenz discussed properties within the town that need to be addressed as ordinance violations. They are working on something that will allow the Town to be more aggressive, and to be able to pursue resolution with the courts.

Secondly, he said he and Michael Spinks were discussing parking issues downtown that will make it more compatible with the efforts to revitalize the downtown.

IN THE MATTER OF OLD BUSINESS

The Salary Ordinance was presented for approval. Discussion followed and it was decided that the proposal for a 3% increase would be approved.

Dean Bruce made a motion to approve the Salary Ordinance for the Year 2017, Ordinance No. 2016-14, for a 3% increase in wages. The motion was seconded and passed.

IN THE MATTER OF NEW BUSINESS

Michael Spinks reported that the Corrections Board requested he be the Town representative at their meetings. Jon said at the first meeting of the year, all board assignments will be made and he would make a note of that.

The Clerk-Treasurer presented 2017 Pay Schedules, Meeting Dates, and Holidays for review. The only difference with this the new pay schedule will be the cut off for carrying over excess vacation hours. Currently, employees are allowed to carry over 80 vacation hours to the next year. The cut off has always been the last day of the previous year, but the cut off will correspond with the last pay date of the year. In 2017, that date will be the pay date of December 29th, with a pay period ending date of 12/23/2017. There was some discussion about how this would affect the way the employees, the police in particular, would be able to accommodate this. It does not affect the number of hours that they can accrue or accumulate, it only affects the ending date for the carry over. **Note: The time PAID whether it's worked or taken as vacation, after the last payday will be paid in the following year (and always has been). Changing the carryover of vacations just aligns the vacation balances with the timing of the actual pay, so the payroll system can track this and reflect the balance accurately on the pay stubs. The new balance rollover at the end of the year automatically and does not require a manual tracking.**

IN THE MATTER OF CLAIMS

Claims were presented and approved.

IN THE MATTER OF ADJOURNMENT

The meeting was adjourned at 8:25 p.m.

/S/ JON STANTZ
Jon Stantz, President

/S/ DEAN BRUCE
Dean Bruce, Vice-President

/S/ MICHAEL SPINKS
Michael Spinks, Member

Attest /S/ CHERYL MOKE
Cheryl Moke, Clerk-Treasurer