

Spencer Town Council Regular Meeting  
April 20, 2020 6:00 P.M.  
Municipal Building and Via WebEx  
90 N. West Street  
Spencer, IN 47460

**Board Members present:** Michael Spinks, Dean Bruce (WebEx) and Jon Stantz.

**Also Present:** Clerk-Treasurer Cheryl Moke, Sewer Superintendent John Hodge. Attorney Richard Lorenz (WebEx)

**IN THE MATTER OF APPROVAL OF MINUTES**

Approval of minutes from April 6 was tabled.

**IN THE MATTER OF PUBLIC MATTERS**

First items on the agenda were approval of engagement letters with LWG:

- Engagement Letter for the establishment of a Municipal Storm Water Utility Rate, dated March 9, 2020. Fees are based upon the hourly billing rates of actual time expended, not to exceed \$15,000.

**Jon Stantz made a motion to approve the engagement letter, seconded by Dean Bruce. The motion passed 3-0.**

- Wastewater Operational, Rate and Financing Sufficiency Analysis dated March 16, 2020. Fees are based upon the hourly billing rates of actual time expended, not to exceed \$10,000.

**Dean Bruce made a motion to approve the engagement letter, seconded by Jon Stantz. The motion passed 3-0.**

- Wastewater Operational Rate and Financing Sufficiency Analysis as it relates to the acceptance of the Utility's waste from McCormick Creek State Park dated March 16, 2020. Fees are based upon the hourly billing rates of actual time expended; however, based on experience, fees associated with the three individual analyses will not exceed \$25,000.

**Jon Stantz made a motion to approve the engagement letter, seconded by Dean Bruce. The motion passed 3-0.**

Next, the Board considered the renewal of the Employee Health Insurance package. They opted to go with Premier BJ-/RX652, which will increase the network plan deductibles from \$500 to \$1,000. This change was based on the addition of the Wellness Clinic, which has been reducing their expenses for out of pocket.

**Mike Spinks made a motion to approve the renewal with the network change. The motion was seconded by Jon Stantz, and passed 3-0.**

Next, a Memorandum and addendum Modifying and Updating the Offer to Purchase Real Estate was presented for approval. The addendum is to allow an additional 120 days for acceptance of the offer due to the Stay at Home Executive order issued on March 25 by Governor Holcomb. The buyer is Trillium Woods, LLC.

**Dean Bruce made a motion to approve the addendum, seconded by Jon Stantz. The motion passed 3-0.**

Next for discussion was the possibility of additional OCRA grants that may become available as a result of COVID19. The Board agreed to look into the possibility of applying for anything that may be available, and part of their 5-year project lines for sewer and wastewater.

**IN THE MATTER OF ECONOMIC DEVELOPMENT**

**IN THE MATTER OF THE REDEVELOPMENT COMMISSION**

Meetings are cancelled until further notice.

**IN THE MATTER OF THE POLICE DEPARTMENT**

**IN THE MATTER OF PLANNING/ZONING AND BUILDING DEPARTMENT**

**IN THE MATTER OF THE STREET DEPARTMENT**

Dean gave a report on the Street Dept.'s maintenance and projects.

**Dean presented an estimate, and made a motion for approval from Elite Auto for the repair of a leaf machine for \$6,615. Jon Stantz seconded the motion, and it was approved, 3-0.**

Next, Dean presented a quote from John Deere for a new mower for \$9,900.

**Dean Bruce made a motion to accept the quote. The motion was seconded by Jon Stantz, and passed 3-0.**

**IN THE MATTER OF THE SEWER DEPARTMENT**

Jon Stantz read a report for the Sewer update. John Hodge requested approval of an invoice from K&R for excavation and laying of pipe for the Laymon Street project.

**Jon Stantz made a motion to approve the payment, seconded by Dean Bruce. The motion passed 3-0.**

**IN THE MATTER OF THE PARKS DEPT**

Dean reported that the Arbor Day tree giveaway would be rescheduled.

**IN THE MATTER OF THE FIRE TERRITORY**

Nothing new to report.

**IN THE MATTER OF THE ATTORNEY**

Richard Lorenz presented Resolution 2020-06 for Establishing Signatory Authority During the Coronavirus Disease Pandemic.

Upon motion duly made, seconded, and unanimously approved the Spencer Town Council hereby authorizes Michael Spinks to act as the exclusive signatory authority to sign and execute any and all legal contracts and commitment obligations of the Town of Spencer. His signature shall be attested to by the Spencer Town Clerk-Treasurer. This shall include all LPA signatory authority including, but not limited to, the Local Road and Bridges Matching Grant Agreement Contract #A249-20-LG200112.

Further, any legal contracts and/or commitment obligations shall require the attestation of the Spencer Town Clerk-Treasurer

**IN THE MATTER OF OLD BUSINESS**

**IN THE MATTER OF NEW BUSINESS**

Richard Lorenz reported that he is working on a draft for a lease between Barbara Chambers and the Town of Spencer for the property where the public restroom will be built.

**IN THE MATTER OF CLAIMS**

Claims were presented for acceptance and were approved.

**IN THE MATTER OF ADJOURNMENT**

The meeting adjourned at 7:18 PM.

/s/ Mike Spinks

Mike Spinks, President

/s/ Jon Stantz

Jon Stantz, Member

/s/ Dean Bruce

Dean Bruce, Vice-President

Attest /s/ Cheryl Moke

Cheryl Moke, Clerk-Treasurer