

# TOWN OF FOWLER NEWSLETTER APRIL 2015

## MEETING MINUTES

### February 2, 2015

The Town Council of the Town of Fowler met in the Town Hall, Fowler, Indiana, on the 2nd day of February, 2015 at the hour of 6:00 P.M., for a meeting pursuant to call in accordance with the rules of the Council.

The meeting was called to order by Linda Brouillette, who presided. On call of the roll the members of the Council were shown to be present or absent as follows:

**PRESENT:** Linda Brouillette, Pat Claire, Steve Rettig, Laura Lee, Kathy Schwartz

**ABSENT:** None

Meeting called to order by Linda Brouillette.

#### Disconnect Hearing –

No one was present for the disconnect hearings. Mr. Goudy was removed from the list because he signed an agreement prior to the hearing. Pat Claire motions to accept the list with the exception of Mr. Goudy, Steve Rettig seconds the motion. All in favor and motion carried.

Approval of prior minutes, Laura Lee motions to accept the minutes from January 5th and January 20th with Pat Claire seconding the motion. All in favor and motion carried.

#### Unfinished Business

None

#### New Business

Casey Holscher was in attendance regarding his sewer usage. He asked the Council if they would consider adjusting his sewer usage if he hired a consultant to prove that he doesn't use all of what is charged. He said that he has 2 tanks that heat up to 160 degrees and a lot of the water is evaporated because of the heat. The Council agreed that if he gets them some numbers they would look at it and consider it. The council reviewed the quote from Computers Made Easy regarding a new computer for the conference room. Kathy Schwartz motioned to purchase the computer with Steve Rettig seconding the motion. All in favor and motion carried.

The water plant construction invoices were reviewed. Kathy Schwartz motioned to accept the claims with Steve Rettig seconding the motion. All in favor and motion carried. A letter was received from Wayne Tibbett. Mr. Tibbett was asking the Council for permission to reside in Fowler with his service dog which happens to be a pitbull terrier. The Council is in agreement that the Ordinance stands as written. Linda Brouillette would like for Dennis Rice to write a letter to Mr. Tibbett letting him know that the Council agrees with the Ordinance.

The estimate for Dennis' car was reviewed and Council agreed to go ahead with the repairs.

1782 Notice from the DLGF with the changes were reviewed by the Council.

The quote from Keystone for a software upgrade for the Clerk-Treasurer's office was reviewed. Steve Rettig motioned for the upgrade at the cost of \$1800.00 with Kathy Schwartz seconding the motion. All in favor and motion carried.

Steve Rettig asked Dennis to look at the Ordinance regarding snow mobiles in Town.

Linda Brouillette prepared an Account Balance Request for the Melissa Williams to sign so that the Council can review bank account information and balances. The form was signed by Melissa.

The Council asked each department to look at their 5-10 year plans and update them. They also asked each department head to do job descriptions for their department. They would like these things to be done by the next meeting. They also said that they will be looking at a code of conduct that will be added to the employee handbook and reminded each superintendent to be responsible for their financial data and all invoices that come across their desk. Alan Leuck asked the

Council if they had any guidelines for the 5-10 year plan and they stated that the most important things should be first.

#### Department Head Updates

Brad Lane gave the Council CAP's website address and said that they could look at pictures of their current rentals on there. Council agreed that they would like Ryan Whybrew to go see Casey Holscher and see if he could help him figure out a solution for his waste water discharge.

Linda Brouillette reminded all superintendents that evaluations need to be done on their employees.

#### Miscellaneous Business

None

#### Claims

Steve Rettig motions to approve the claims Pat Claire seconds the motion. All in favor and motion carried.

Sign off sheet for reports was signed by the Council

#### Adjournment

With no further business Linda Brouillette motioned to adjourn with Pat Claire seconding the motion. Meeting was adjourned.

### February 17, 2015

The Town Council of the Town of Fowler met in the Town Hall, Fowler, Indiana, on the 17th day of February, 2015 at the hour of 6:00 P.M., for a meeting pursuant to call in accordance with the rules of the Council.

The meeting was called to order by Linda Brouillette, who presided. On call of the roll the members of the Council were shown to be present or absent as follows:

**PRESENT:** Linda Brouillette, Pat Claire, Steve Rettig, Laura Lee, Kathy Schwartz

**ABSENT:** None

Meeting called to order by Linda Brouillette.

Approval of prior minutes, Pat Claire motions to accept the minutes from February 3rd with Laura Lee seconding the motion. All in favor and motion carried.

#### Unfinished Business

Street Department job descriptions and 10 year plan were submitted to the Council by Steve Rettig for John Budreau. John went through the previous job descriptions and made some changes. The job descriptions for assistant street superintendent, 1st, 2nd and 3rd class workers have been updated and accepted by the Council. The job description for street superintendent has been updated and accepted by the Council.

The 10 year plan and an employee review were given to the Council by the wastewater plant superintendent Alan Leuck. The Council will give Alan another 2 weeks to submit his job descriptions.

Nate Besse turned in his job description and 10 year plan to the Council. Accepted and approved by the Council was the water superintendent job description. The Council also accepted and approved the 10 year plan for the water department.

The 10 year plan for the police department was turned into the Council by Dennis Rice. The Council accepted and approved his 10 year plan. Dennis apologized for not having his job descriptions finished and said that he is still working on them. The Clerk-Treasurer did not have her job descriptions or 10 year plan finished. They will be turned in at the next meeting.

#### Transfer Of LOIT Public Safety Money

Steve Rettig motioned and Kathy Schwartz seconded the motion to transfer the remaining \$50,374.56 in the General Fund for the Public Safety LOIT into the LOIT Public Safety fund that was created in 2015. All in favor and motion carried.

Street Sign Ordinance The sign ordinance needs to be updated for 2015. Steve Rettig motioned to accept the sign database with Pat Claire seconding the motion. All in favor and motion carried.

#### Miscellaneous Business

Linda Brouillette has been informed that across from a home on Maple and Madison there is a truck that has been sitting there with plates dated 2012. Dennis said that he would check on the vehicle.

#### Department Head Updates

Ryan Whybrew water plant, as of now it still looks like April 1st will be the date for completion. They looked at adding some taps for water samples.

Thieneman gave a quote of \$2700.00 and Brouillette's gave a quote of \$1400.00. There will be offloading of trucks Wednesday but with cold weather coming in that will be all that will be going on.

Nate Besse gave an update on the tank repair. It was cleaned and inspected in August of 2014; in that inspection they recommended getting cathodic protection for \$17,000.00. It is on thing that really needs to be done to help with the rust. Nate thinks we should get it scheduled. Council asked him to make sure that is still a good price and to go ahead and get it set up.

Alan, wastewater superintendent, let JR speak first regarding County taxes not being taken out of his check. JR asked if there was anything that could be done. He didn't feel he was responsible because it wasn't his error. He told the Council that the problem was fixed in the payroll system today. Steve Rettig explained that he has received the money in his check so it is his responsibility. Linda Brouillette asked him to look at his next paystub and make sure that the issue has been resolved.

Alan informed the Council that he is planning on taking JR to a seminar on Thursday. He said they won't go if the temperature gets really low and the plant isn't holding up. He also discussed some storm drainage issues at the corner of Anstett and Adams. He said that the problem is in the easement and he asked the Council to pay for the excavation and materials. The storm drain will be put in the easement behind the house. Council asked if we could save money by doing the digging ourselves and if by putting the manhole there will it serve other homes in the area. Alan wasn't sure if it would or not. Alan expects the cost to be \$1000.00 or less to have Muller do all the work. Pat Claire motioned to let Muller do the work as long as it doesn't exceed \$1000.00 with Laura Lee seconding the motion. All in favor and motion carried.

Steve Rettig had a couple of questions for Dave Glaspie. He asked him why he wasn't working his 35 hours per week. Glaspie said that he had been sick and took a couple of days for that so that he wouldn't get anyone else sick. Steve said that he understood that but he wasn't meeting the requirements that his contract stated and then he read aloud a section of the contract. He explained to Dave that he needed to have someone here in his absence that could sign off on paperwork and that he was required to pay this person. Dave said he would make sure that happened.

#### Claims

Pat Claire motions to approve the claims Steve Rettig seconds the motion. All in favor and motion carried.

Sign off sheet for reports was signed by the Council

#### Adjournment

With no further business Linda Brouillette motioned to adjourn with Steve Rettig seconding the motion. Meeting was adjourned.



Spring Is Here! Enjoy the Sunshine at the  
Fowler Town Park!



## April 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 Garbage Pick-up	2 Recycling Pick-up	3 Town Hall Closed	4
5	6 6:00 p.m Town Council Meeting	7	8 Garbage Pick-up	9 Recycling Pick-up	10 Water Bills Due	11
12	13	14	15 Garbage Pick-up	16 Recycling Pick-up	17	18
19	20 6:00 p.m Town Council Meeting	21	22 Garbage Pick-up	23 Recycling Pick-up	24	25
26	27	28	29 Garbage Pick-up	30 Recycling Pick-up		

