**The Town Council of Winona Lake, Indiana met in a regular session on Tuesday, May 18th, 2021 at 6:00 p.m. – some attending in person, others by Zoom (video conference).**

COUNCIL MEMBERS PRESENT: Rick Swaim, Dennis Duncan, Heather James, James Zachary

COUNCIL MEMBERS PRESENT(ZOOM): James Lancaster, Aaron Carl

ABSENT: Kent Adams, Holly Hummitch

OTHERS PRESENT: Craig Allebach, Adam Turner, Joe Hawn, Kevin Gelbaugh, Tim Goshert

OTHERS PRESENT(ZOOM):

**Opening –** Craig opened with prayer and the Pledge of Allegiance.

**Jefferson Class Presentation**

* The sixth graders in Sandy McClellan’s class at Jefferson Elementary did a study on E. coli in Cherry Creek. The study found that the E. coli level was high. The students believe the problem is pet waste not being picked up and ending up in the stream. A pet station is needed by the creek along with posters and brochures. The students requested funding from Dalite Screen. The council agreed to help with the request. Video: https://www.youtube.com/watch?v=akeFUZDf0qw

**Approval of Minutes**

* Rick called for additions or corrections to the April 20th, 2021 Regular Session minutes. Motion to approve Regular minutes were made by Dennis and James Z. seconded. Hearing no additions/corrections, the minutes stand approved as presented.

**Approval of Claims**

* Approval for April 20, 2021 End of Month claims in the amount of $67,265.36 and

May 18th, 2021 claims in the amount of $599,477.51. Heather moved to approve the claims as presented and Dennis seconded. Motion passed.

**“Winona Happenings”**

May 21 & 22 – Fat & Skinny Tire Fest (limited events).

 May 31 – Memorial Day 5k & 1 Mile Fun Run.

 June 5 – 10:00 a.m. to 5:00 p.m. & June 6th 11:00 a.m. – 4:00 p.m. – Village Art Fair.

 June 19, 9:00 a.m. – Blackburn Run for Others at the Trailhouse.

**Ordinance 2021-5-1 Additional Appropriation**

* Ordinance 2020-5-1 Transfer money $175,800 received from the CARES Act (Coronavirus Relief Fund) into the General Fund to be appropriated.
* Rick opened the meeting for Public Hearing of Ordinance 2021-5-1 Additional Appropriation.
* Rick asked for any discussion. Discussion followed.
* Rick closed the hearing.
* Jim Z. made the motion to adopt Ordinance 2021-5-1 and Heather seconded. Motion passed.

**Resolution 2021-5-1 Cancelling Outstanding Warrants**

* The Resolution cancels any outstanding checks that have not been cashed for two years and puts the money back into the original fund.
* Dennis made the motion to cancel any outstanding warrants and Heather seconded. Motion passed.

**Resolution 2021-5-2 Authorization to Convey Real Estate**

* The Resolution is to authorize the Town Manager to convey real estate as needed, from time to time, such as right-of-way and other parcels.
* Jim Z. made the motion to approve the authorization to convey real estate and Dennis seconded. Motion passed.

**Resolution 2021-5-3 Classification & Compensation Town Employee**

* The Resolution reclassifies an employee and provides an increase from $16.94 to $18.00 in compensation for added responsibilities and to bring employee in line with other private street contract employees.
* Heather made the motion to approve the reclassification & compensation of the Town employee and Dennis seconded. Motion passed.

**Easement Agreement**

* Hannah Lengel is requesting an easement from the Town to meet setback requirements for some improvements she would like to make. Hannah owns the property at 1202 Park Ave which is adjacent to the town property.
* Dennis made the motion to approve the easement agreement and Heather seconded. Motion passed.

**Skid Loader Lease**

* The Street Department is requesting a lease for a Bobcat skid loader with attachments for $52,715.47 with 48 monthly payments of $733.31. The Street Department would like to work on more projects themselves, rather than hiring the work out.
* Dennis made the motion to approve the lease for the skid loader and Jim Z. seconded. Motion passed.

**Police Department Standard Operating Procedures**

* The Police Department has been working on updating the Standard Operating Procedures the last two years. This is the first reading, no action needed for tonight.

**Report from Town Engineer**

* The water main is approved and out for bids. There was a change in the materials from twelve-inch to sixteen-inch diameter for future expansion.
* Working on several design standards, surveys, and easements.
* Working on Hackbirth property.

**Report from Town Attorney**

* Working with Chief Joe on Standard Operating Procedures.
* Working on agreements.

**Reports from Supervisors**

* Fire Dept./Kevin Gelbaugh – Thirty-five runs, five assists, broken fire engine back from getting repaired, working with engineer for Alpha Dorm at Grace College, Jefferson School renovations, Lakeland Christian Academy walk-through with sixty-five students.
* Street Dept./Tim Goshert – Met with the county engineer about some projects.
* Police Dept./ Joe Hawn – Reserve Brittany Lyon resigned. Shawn Kantenwein is stepping down from being a full-time officer to a reserve officer. Body cameras have been installed. There have been several speeding reports. If a resident would like to have a speed board put on their street, just let the police know.

**Floor Topics**

* Craig gave an update on Town Projects that are being worked on.
* Ice Rink discussion followed.
* Joe Baucom talked about the speeding and running of the stop sign at College and 4th Streets.
* Jerry Nelson talked about property along Canal Street. Discussion followed.
* Art Gakstatter was inquiring about uneven sidewalk on the island. Discussion followed.

**Meeting was adjourned –** Jim Z. motioned to adjourn. Meeting was adjourned at 6:57 p.m.

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RICK SWAIM KENT ADAMS

PRESIDENT CLERK-TREASURER