**The Town Council of Winona Lake, Indiana met in a regular session on Tuesday, July 20th, 2021 at 6:00 p.m. – some attending in person, others by Zoom (video conference).**

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

COUNCIL MEMBERS PRESENT (ZOOM): Heather James

ABSENT: James Lancaster

OTHERS PRESENT: Craig Allebach, Kent Adams, Joe Hawn, Holly Hummitch, Kevin Gelbaugh,

Adam Turner, Aaron Carl, Mike Raymer

OTHERS PRESENT(ZOOM):

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

**Approval of Minutes**

* Rick called for additions or corrections to the June 15th, 2021 Regular Session minutes.

Motion to approve regular minutes were made by Dennis and James seconded.

Hearing no additions/corrections, the minutes stand approved as presented.

**Approval of Claims**

* Approval for June 15th, 2021 End of Month claims in the amount of $215,634.14 and

July 20th, 2021 claims in the amount of $614,791.92. James moved to approve the claims as presented and Dennis seconded. Motion passed.

**2022 Budget Calendar**

* Kent presented the Council a calendar for the 2022 budget. The 2021 budget and public will be September 21 at 6:00 p.m. and the budget adoption will be October 19 at 6:00 p.m. Budget for Review only.

**“Winona Happenings”**

July 24, 1:00 p.m. to 5:30 p.m. - Jazz Festival - Grass area south of Town Hall.

August 7, 3:00 p.m. to 7:00 p.m. - Family Festival – Grass area south of Town Hall.

**Resolution 2021-7-1 Police Standard Operating Procedures**

* The Resolution approves and adopts revised 2021 Winona Lake Police Department policy for updating the Standard Operating Procedures for the Police Department.
* Dennis made the motion to approve Resolution 2021-7-1 and adopt and James seconded.

Motion passed.

**Resolution 2021-7-2 CARES Act Stipend**

* The Resolution provides a one-time stipend to the employees of the town based on their base payroll amount. The Town received CARES Act Coronavirus Relief Fund monies in the amount of $175,800. The employees did not receive a raise in 2021 and this helps compensate essential employees as they worked through the last year of hazardous COVID conditions.
* Heather made the motion to approve the one-time stipend for essential employees and James seconded. Motion passed.

**Resolution 2021-7-3 Dispose of Surplus Property**

* The Resolution provides for the police and street departments to auction some no longer needed personal property items.
* Dennis made the motion to approve the auction and James seconded. Motion passed.

**Ordinance 2021-7-1 Establishment of an ARP Grant Fund**

* The Ordinance 2021-7-1 establishes an American Rescue Plan Act of 2021 (ARP) Grant Fund required upon direction by and through the Indiana State Board of Accounts.
* Dennis made the motion for unanimous consent to consider Ordinance 2021-7-1 on the first reading and James Z. seconded. Motion passed.
* Dennis made the motion to adopt Ordinance 2021-7-1 Establishing an ARP Coronavirus Local Fiscal Recovery Grant Fund (FUND 176) on the second reading of fund and James seconded.

Motion passed.

**Water Main Extension Bid Award**

* A & Z Engineering LLC has reviewed the three bids that were submitted for the water main extension: 1) Haskins Underground $695,000.00 2) HRP Construction $868,000.00 3) G & G Hauling & Excavating $1,629,365.15. Craig is recommending the lowest bidder Haskins Underground for $695,000.
* James made the motion to accept the bid from Haskins Underground for $695,000 and Heather seconded the motion. Motion passed with a 4 – 0 vote.

**Indiana American Water Agreement**

* Craig & Chris Harrison, Indiana American Water are working on the details of main agreement.

The agreement is not ready for a vote tonight by the Council.

**Heritage Trail Segment 5 Bid Award**

* Craig said three bids were submitted for Heritage Trail Seg #5: 1) Global Paving LLC $327,836.50 2) G & G Hauling & Excavating Inc. $689,900.00 3) Phend & Brown Inc. $814,498.50. A & Z Engineering LLC is recommending Global Paving for $327,836.50.
* Dennis made the motion to accept the bid from Global Paving and James seconded.

Motion passed with a 4 – 0 vote.

**Fire Department SCBA Equipment Purchase**

* Mike Raymer, Assistant Fire Chief presented information about purchasing SCBA Air Packs that support the breathing apparatuses that provide purified clean air in an interior fire in the amount of $16,000.
* James made the motion to approve the purchase of SCBA Air Packs and Dennis seconded. Motion passed.

**Roundabout Supplement #3 and Design Exception**

* Craig presented a couple of documents that need reviewed concerning the Argonne roundabout.

1. An increase of $11,000 and a transfer of $5,430 fees from Right-of-Way Engineering for potholing and subsurface investigation.
2. Relocation of Village sign and $2,100 for lighting of the sign.
3. Additional fees of $5,000 to coordinate their relocation.

* A level one design exception request for the Argonne Road, Winona Avenue, Park Avenue and Kings Highway area for the Councils review. Once reviewed will be sent to INDOT. Review only by the council tonight.
* Heather made the motion to approve the Design exception and James seconded.

**Cameras**

* Joe and Craig presented a proposal to replace and update surveillance cameras at the Town hall and the Park for $68,575.
* Heather made the motion to approve the surveillance cameras and Dennis seconded. Motion passed.

**Uniform Conflict of Interest Statement**

* Aaron Carl, Town Engineer and Jason Conley, SiteWorx owner presented a conflict of interest statement for approval to the council.
* James made the motion to approve the Conflict of Interests and Heather seconded. Motion passed

**Report from Town Engineer**

* Working on getting the Town Seal on our design standards in Cad form.
* Working on design standards.
* Working on some sidewalks, water main, turn lanes, and alley vacations.
* NIPSCO contact about working on an easement out at Raccoon Subdivision.

**Report from Town Attorney**

* Working on some right-of-way and easements.
* Working on Resolutions and Ordinances.

**Reports from Supervisors**

* Park Dept./Holly Hummitch – Summer programs will wrap-up in two weeks. Park has been busy.
* Street Dept./Tim Goshert – Extremely busy. Working on Fats, Oil & Grease in the sewer system.
* Police Dept./Joe Hawn - Joe Bumbaugh talked a 2nd Trail e-bike to patrol the Greenway Trails funded by K21 Foundation. A drug box will be installed at the fire station.

**Floor Topics**

* James said he has had several neighbors comment about the good job that SiteWorx is doing.
* Terry White new bikes or scooters coming to replace bikes.
* Craig said we have received funding for pickleball courts.
* Nick said Ice Rink will probably open April 2022, there have been some material delays because of new Amazon Distribution center.

**Meeting was adjourned -** Dennis motioned to adjourn. Meeting was adjourned at 6:49 p.m.

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RICK SWAIM KENT ADAMS

PRESIDENT CLERK-TREASURER