

**Winona Lake Town Council
Meeting Minutes
February 21, 2023**

The Town Council of Winona Lake, Indiana, met in a regular session on Tuesday, February 21, 2023, at 6:00 p.m. – some attending in person, others by Zoom (video conference).

COUNCIL MEMBERS PRESENT: Rick Swaim, Heather James, Austin Reynolds, and Jim Lancaster

COUNCIL MEMBERS PRESENT (ZOOM): Ashley McGinnis

ABSENT:

OTHERS PRESENT: Craig Allebach, Laurie Renier, Adam Turner, Tim Goshert, Holly Hummitch, Terry Himes, and Joe Hawn

OTHERS PRESENT (ZOOM):

Opening – Heather James opened the meeting with prayer and the Pledge of Allegiance.

Approval of Minutes

- Rick called for additions or corrections to the January 17, 2023, regular session minutes, and the January 20, 2023 special session meeting minutes.
- Jim moved to approve the January 17, 2023, regular session minutes, and the January 20, 2023 special session meeting minutes and Heather seconded. Hearing no additions or corrections, the minutes stand approved as presented.

Approval of Claims

- Tabled until later in the meeting

“Winona Happenings”

- There is a survey money available online that is accepting votes on the proposed sculpture for the center of the roundabout at King’s Highway and Argonne Road. The request was for a design that represents Winona Lake, and the community’s input is encouraged.
- February 25, 2:00 – 6:00 p.m. – Wine About the Winter in the Village at Winona
- March 9, 7:00 – 10:00 a.m. – 2nd Annual Pancake Breakfast at the Community Center. The event is partnered with the Fire Department, the Police Department, and the Street Department, and is provided free to the public.
- March 11, 8:00 to 4:00 p.m. – Kids Market at the Gordon Health & Wellness Center
- March 15 – 18 – NCCAA Championships at MOCC
- March 17 – Leprechaun Trap Contest Giveaway at WLLP. This is a Facebook event for people to design and create leprechaun traps. They are voted on by the community and prizes are awarded.
- March 20, 11:00 a.m. – Cereal Domino Run at Jefferson Elementary School. In partnership with the school, unopened cereal boxes will be collected at the town building and at the school. The boxes be used to line the hallways and the gym for a massive domino run. The boxes of cereal will then be donated to Combined Community Services.
- March 25, 10:00 a.m. – World Compassion Network 5K at Winona Lake Limitless Park
- The Village Madness Shopping Passport Contest is going on through the entire month of March.

Resolution 2023-2-1 Hiring of Office Personnel

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- The resolution is the formal approval for two hires in the Clerk's office and for the probationary period and waiver of the 80/90% reduction of the wages for the two new employees.
- Austin made the motion to approve Resolution 2023-2-1 Hiring of Office Personnel and Jim seconded. Motion passed.

Winona Lake Town Center Concept Plan Agreement

- Craig presented an agreement for approval, stating part of the 2019 comprehensive plan included plans for a pool and other recreational activities at the entrance to the Raccoon Run Subdivision. The agreement is for Anderson – Bohlander to provide a quote. The consultants will come and do a planning session with the residents of the subdivision.
- The following details of the project were discussed upon a request for additional information;
 - Public input will be welcome but there are no plans for a committee to make decisions
 - No other firms were contacted to provide a quote for this particular project
 - Funding for the project will most likely come from EDIT or the Residential TIF
 - The projected cost of the project is not yet determined but is estimated in the millions
 - Various items are being considered include; pickleball and basketball courts, a pool, an aquatic structure, and a golf training academy
- Jim made the motion to approve the \$21,420 agreement with Anderson – Bohlander and Heather seconded. Motion passed.

A & Z Supplemental Agreement

- Craig presented an agreement in the amount of \$120,000 for additional costs incurred in the engineering part of the roundabout project, stating as a result of the increase in project expenses, the amount of the percentage of engineering expenses also increased. This is part of an 80/20 reimbursement.
- Heather made the motion to approve the A & Z Supplemental Agreement in the amount of \$120,000 and Austin seconded. Motion passed.

Police Vehicle Purchase

- Joe requested the use of budgeted funds in the amount of \$43,930.00 for the purchase of a 2023 Chevrolet Tahoe through Kelley Chevrolet. A local dealership was unable to beat the price.
- If this purchase is approved, one of the Reserve cars will be stripped down and sold. The last vehicle sold for approximately \$10,000.
- Heather made the motion to approve the purchase of a 2023 Chevrolet Tahoe in the amount of \$43,930 and Jim seconded. Motion passed.

Utility Cart Purchase-

- Craig presented a request to purchase storage carts for the dasher boards and rubber mats at the Miller Sunset Pavilion, stating the carts are specifically designed to be stacked in order to save room in the existing storage area.
- Austin made a motion to accept the purchase of storage carts for the Miller Sunset Pavilion in the amount of \$10,589 and Heather seconded. Motion passed.

Travel Requests

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- Laurie presented a request to attend the Annual Indiana League of Municipal Treasurer Institute and Academy, being held March 19-23 at Ball State.
- Jim moved to approve the request as presented and Austin seconded. Motion passed.
- Craig presented a request to attend the Annual Purdue Road School, being held March 14-16 at Purdue.
- Austin moved to approve the request as presented and Jim seconded. Motion passed.

Clerk-Treasurer Office Town Accounts Approval

- Laurie presented a request for approval for Clerk-Treasurer, Laurie Renier, and Chief-Deputy Clerk-Treasurer, Teena Pence, to conduct business on behalf of the Town of Winona Lake, regarding all new as well as all existing accounts.
- Jim moved to approve the request as presented and Heather seconded. Motion passed.

Board of Zoning Appeals Appointment

- Brian Peterson was recommended to fill a position on the Board of Zoning Appeals.
- Heather moved to approve the request as presented and Austin seconded. Motion passed.

Report from Town Attorney

- Adam reported he has been working on updating the SOPs for the Police Department.

Report from Town Engineer

- In Aaron's absence, Craig reported he has been working on the water project.

Reports from Supervisors

- Street Dept./Tim Goshert – Working on picking up leaves and brush.
- Park Dept./Holly Hummitch – Summer program planning is underway with a lot of new partnerships and events. Kristie Maiers was asked to present an update on the grant, she stating the following:
 - With the National Park Service and the DNR, the grant should have been signed and ready for construction and bids to go out. The federal government and National Park Service are about 90-100 days behind, so we are looking for that mid-April this year.
 - In doing some research and taking care of engineering reports, we came upon some interesting things: the town office and police office is on the land owned by the park. In 1976, the Winona Park Board applied to the DNR and the National Park Service for a grant for \$186,000 to purchase this land, so there were stipulations regarding the park. Any changes to the building has to go to the National Park Service before any construction can begin. In 1997, Clerk-Treasurer, Retha Hicks, requested the building be remodified for town hall and her wish was granted. Paperwork will be required in order to make any changes, but it is possible. The deeds have been signed and will be sent next week. We will be going out to bid for the park for 3 different bids but we are in a holding pattern until we have a signature. Bid packets will be available for the Council and the public to view in about 2 weeks.
- Fire Dept./Terry Himes – This has been a busy month, with a lot of fires. Reports estimate damages at about \$1M, with about \$3M in savings due to their hard work. Craig extended his

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gratitude to the Department for their efforts and to the sensitivity that was shown regarding some family heirlooms that were able to be salvaged.

- Police Dept./Joe Hawn – Did the Valentine contest. It was great to see the kids and to participate in something for them. There is a meeting in March to get a quote for some cameras for out in the greenway. There are 2 cameras already installed and more would be useful to know what is going on there. Some grant dollars would be used for this.

Floor Topics

- Blain King stated he is the new regional project manager and emergency response coordinator for Paul Davis. It is rumored that 1-800-BoardUp is no longer going to be in Warsaw, so we will be putting an office at 15 and 30 within the next 6 months so they can provide quicker responses for board-ups and so people won't have to worry about their houses being left open over night before someone can get there to get things done.

Approval of Claims

- Reset for Special Meeting on Friday, February 24, in order for all Council members to have a chance to review the claims report.

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Meeting adjourned – Rick motioned to adjourn. Meeting adjourned at 6:36 p.m.

RICK SWAIM
PRESIDENT

LAURIE RENIER
CLERK TREASURER