

**Ligonier Common Council Meeting
Monday, August 26, 2024 · Ligonier City Hall
301 South Cavin Street · Ligonier, IN – 7:00 pm**

Pledge of Allegiance to the Flag

Call to order by Mayor Earle Franklin

Roll Call

Present: Council Members Brian Hite, Doretta Wiegand, Matt Kreager, and David Cisney

Mayor Earle Franklin, City Attorney Jack Birch, and Clerk Treasurer Barb Hawn

Absent: Council President Chris Fought

Minutes from previous meeting of August 12, 2024

Motion to approve: David Cisney Second: Doretta Wiegand Vote: All Ayes

New Business

Melanie Kellogg – Noble County EDC (Be Noble) Update

Noble County Economic Development Corp. Director Melanie Kellogg was present to give an update for 2024. She expressed her gratitude to the city for their partnership. She provided details about the process of obtaining new businesses, along with retention and expansion of existing businesses. They did a tax abatement workshop in July and are planning a TIF workshop in October. She stated an expansion deal was closed in Ligonier and is awaiting approval to make the announcement. The company stated they chose to expand in Ligonier because they love the community and the ease of doing business here. Working on Stellar Communities with OCRA. Although Noble County did not receive the grant, they will reapply. Working with the Regional EDC on READI projects. Working on development of downtowns in the county and with the Community Foundation to create a survey and make connections to the community. New video and marketing brochures are being created for Noble County.

Quotes for Sidewalk Replacement at City Hall

The sidewalk in front of the city hall building is deteriorating where the bricks and concrete meet. We solicited quotes for replacement.

We received the following quotes to have the sidewalk replaced. The sidewalk replacement was not in the original capital plan, but we have funding available from CEDIT.

| | | |
|----------------|---|-------------|
| Countryscapes | All Brickwork Sidewalk | \$48,850.00 |
| Pulver Asphalt | All Concrete Sidewalk | \$20,102.50 |
| Pulver Asphalt | Concrete – Use Existing Brick | \$20,175.70 |
| Pulver Asphalt | Concrete – Use Stamped Concrete in Center | \$21,566.60 |
| Pulver Asphalt | All Stamped Concrete Sidewalk | \$25,585.00 |
| Young Services | Concrete Sidewalk | \$13,806.00 |

(sq footage includes only the existing concrete, not the brick area)

Discussion led to the following.

***Motion to table to receive additional quote for all brickwork sidewalk: David Cisney
Second: Brian Hite Vote: All Ayes***

Ordinance 1010-2024 (Amended Elected Salary Ordinance for 2024)

The Elected Salary Ordinance for 2024 was amended to allow for a city contribution to the employees HSA for 2024.

***Motion to approve Ordinance 1010-2024 on the first reading: Doretta Wiegand
Second: David Cisney Vote: All Ayes***

Motion to Suspend the Rules: Matt Kreager Second: David Cisney Vote: All Ayes

***Motion to approve Ordinance 1010-2024 on the second reading: Doretta Wiegand
Second: David Cisney Vote: All Ayes***

***Motion to approve Ordinance 1010-2024 on the third and final reading: Doretta Wiegand
Second: David Cisney Vote: All Ayes***

Resolution 0826-2024 (Appropriations Reduction)

Resolution 0826-2024 will reduce the appropriations for the following:

| | |
|--|-----------|
| GO Bond Construction Fund 4413 – Capital Outlays | \$25,159 |
| Local Road & Bridge Matching Grant Fund 4500 – Capital Outlays | \$309,989 |

Motion to approve: David Cisney Second: Matt Kreager Vote: All Ayes

Order of Judgement

City Attorney Jack Birch was contacted by Rachel Tran, an attorney for a third party trying to settle a judgement against Kristina Harlan (McDonald) dating back to 2016. To date the city has not been paid anything from the judgement. The total amount of the judgement is \$4897.76 plus interest.

Council Members originally passed a motion to table to the next meeting for further information. City Attorney Birch was able to reveal further information. Ms. Harlan is currently terminal, and family members are trying to settle the judgement so that the property can be sold. They made an offer of \$1553.76 (original attorney fees and court costs). It was suggested that the city make a counteroffer of \$2,000.00 to settle the judgement.

Motion to allow City Attorney Birch to make a counteroffer of \$2,000 to settle the judgement against Kristina Harlan: Matt Kreager Second: David Cisney Vote: All Ayes

Employee Handbook Addition

A formal written policy regarding City Employees who are Members of the Volunteer Fire Department, with parameters allowing them to participate in fire and medical calls during working hours and be paid their hourly wage in addition to compensation from the Volunteer Fire Department was prepared by New Focus HR, who assists in the maintenance of the Employee Handbook.

Motion to approve: David Cisney Second: Matt Kreager Vote: All Ayes

Library Board Appointment

The City Council's appointment to the Ligonier Library Board was up for renewal. Barb Hawn is the current appointment and has agreed to serve one more term.

***Motion to appoint Barb Hawn as the City Council representative to the Ligonier Library Board: Matt Kreager
Second: David Cisney Vote: All Ayes***

Claim Registers – APV # 71415-71508

Motion to approve: David Cisney Second: Doretta Wiegand Vote: All Ayes

Comments by Members of Council and Administration

Street Superintendent Mike Burdette

- Getting everything ready for the festival.
- We had a few homeowners sign agreements for the 50-50 Sidewalk Plan and are working with them to get the projects completed.
- The new department pick-up truck was received after about a nine month wait.

Public Safety Director/Police Chief Bryan Shearer

- Planning for the Marshmallow Festival. Big weekend for us with our workforce. During the Marshmallow Festival, we will have handicap parking available in the spaces on the south side of the Police Department with an additional two in front of the building.
- Thursday, September 26 at 6:00 pm is the annual bike giveaway at the Primary School. We partner with the Dan and Leigh Dakich Foundation, and they will be attending to give the 20 bikes away.
- Saturday, October 12 from 11:00 am to 4:00 pm will be public safety day at Fashion Farm. The city departments will have their equipment on display for the kids.
- In the 2025 Capital Plan the Police Department has two new vehicles. Depending on what trade we are offered, we will be looking at the Dodge Durango, a Marked Pickup Truck, and a Police Tahoe. Will begin the process of placing an order soon for arrival in the first quarter of next year.
- Trying to encourage INDOT to install a pedestrian crossing near the fire station. This is a highly travelled area near a restaurant, grocery store, park, fire station, and apartment building. INDOT previously stated they only put crossings at stop light locations. They have recently installed two pedestrian crossings on SR 5 in Shipshewana that are not at stop light locations. City Attorney Birch will draft a resolution for council to pass, recommending INDOT install the crossing.
- The Mexican Independence Day Celebration will be September 13 beginning at 3:00 pm with a parade to Kenney Park. They will use our normal parade route in reverse. John Parrish and I met with them today and discussed a few issues from last year that will be addressed. The music will stop at 11:00 pm.
- Commented that the policy regarding Volunteer Fireman was meant to be a security policy for the departments employing Volunteers to ensure departments with more than one volunteer will have the employees needed to run their operations.

Water Superintendent Jeff Boyle

- The control panels were having issues last week. After three days we got the issues taken care of. The wiring was not signaling correctly, an issue between the phone company and SCADA. We now have a plan in place in what to look for if this happens in the future.

WWTP Superintendent Benjamin Glowinski

- We still have the Wastewater Improvement project going on at the plant. An update meeting was held last week. Waiting for final parts to come in for construction including the doors for the lab. Demolition of the old lab cannot start until the doors are installed. Next week we will have three blowers installed, with the other three to be installed the following week. The new RAS Pumps will be installed in October.

Park Director John Parrish

- The repairs at Pettit Park were recently completed and there is no longer water pooling.
- We are hosting the carnival workers at Woodlawn Park beginning tonight.
- We recently purchased a finishing mower for use on some of the city properties.

Building Administrator Elroy Mast

- Family Express intends to break ground for their project in September. The permits have been issued.
- Martin Street burnout house – hoping by the next meeting we will have made progress.

City Engineer John Nelson

- Niblock completed the Community Crossings Paving Project. We are wrapping up the final pay app and will have it ready for the first September Board of Works meeting.
- The Commerce Drive project is scheduled to start in September.

Council Member Matt Kreager

- We shut the fountain down today to install the lights. The lights will be working by the weekend. There was quite a bit of lime buildup which we were able to clean by power washing. We have a meeting with someone regarding treatment options tomorrow in hopes of eliminating the calcium buildup.

Council Member David Cisney

- Expressed concern about the downtown residents using the city trash receptacles for their trash. Several business owners are as well, they do not have dumpsters for their buildings. Discussion of the proper receptacle for buildings was discussed. Would like to eliminate the 90 gallon totes being used downtown and require a dumpster for each building. City Attorney Birch will craft an ordinance to address the issue.

Clerk-Treasurer Barb Hawn

- In preparation for hiring in the Water and WWTP departments, and preparing the 2025 Salary Ordinance, we reviewed the starting wage for civil departments. We feel it necessary to increase our starting wage to an amount comparable with the current market. We are suggesting a starting wage of \$18.00 per hour. We are also recommending increases for certifications earned, to be effective in the 2025 Salary Ordinance. After discussion, council members agreed.
With an increase in the starting wage for new employees, we will be making a recommendation to the Board of Works for certain current employees to receive a pay increase effective with the pay period starting September 1, 2024.

Mayor Earle Franklin

- Thank everyone for helping with the wages and establishing better incentives for certifications.
- Attend a meeting regarding the country's 250 anniversary in 2026. Discussing ideas of what we can do locally.


Adjournment

Motion to adjourn: David Cisney

Second: Matt Kreager

Vote: All Ayes


Barbara Hawn, Clerk Treasurer


Earle Franklin, Mayor