

**March 21, 2023**

The Trail Creek Town Council met in regular session on Tuesday, March 21, 2023, at 7:00 p.m., at the Town Hall, 211 Rainbow Trail, Trail Creek, Indiana. Mrs. Jennifer Heath, Council President led the pledge of allegiance. Clerk-Treasurer, Joshleen Denham, not in attendance.

**Special Guest:** Ryan Miller, Coolspring Fire Department in attendance as per the request of council in February 2023, regarding the fire contract for 2023 & 2024. Mr. Miller indicated that every two years the contract goes up 3% (Three Percent) due to fuel and supply costs. Council President Heath asked how many calls were completed for Trail Creek? Mr. Miller stated there were 1118 calls in total, of that 140 were in Trail Creek (30 were fire calls and 110 were medical calls) After a short discussion, a motion was made by Mr. Kubik to approve the contract as written for 2023 & 2024 in the amount of \$74,500 per year with the edit in section 3, (Township Trustee to the Town of Trail Creek), also to have Council President, Jennifer Heath to sign on behalf of council, motion was seconded by Mrs. Gralik and was then unanimously carried. Council Member, Warren Schacht asked what the inventory is like for Trail Creek? Mr. Miller stated the department has the tanker in the garage near the Trail Creek Police Department.

**Minutes:** Corrections to minutes: 1) approval of claims amount 2) Date change 3) leaf pick up. A motion was made by Mr. Schacht to approve the meeting minute from February 2023 with the changes; motion was seconded by Mr. Kubik and motion was unanimously carried.

**Approval of Fund Report:** Clerk Treasurer, Joshleen M. Denham gave council the Fund Report for February 2023. A motion was made by Mr. Kubik to approve the fund report, the motion was seconded by Mrs. Gralik and the motion was unanimously carried.

**Approval of Claims:** Clerk Treasurer, Joshleen M. Denham gave copies of the bills to council for February 2023 in the amount of \$ 129,761.66 (ONE HUNDRED TWENTY- NINE THOUSAND, SEVEN HUNDRED SIXTY -ONE DOLLARS AND SIXTY- SIX CENTS). Council President; Jennifer Heath and Vice President; Peter Pizarek expressed concern for some expenses coming from the ARP funds. Mrs. Heath stated she will ask Clerk-Treasurer; Joshleen Denham, those costs can be re-appropriated if need be. A motion was made by Mr. Pizarek to approve the bills as presented, the motion was seconded by Mr. Schacht and then was unanimously carried.

**Correspondence:** None

**MS4:** Kate Doyle not in attendance. Attorney Willoughby gave report:

- State required report: Mr. Willoughby has been working with Council President; Jennifer Heath and feels confident that the town will be able to complete what is expected by the April 01, 2023, deadline. Long Beach has offered to help as well. Attorney Willoughby does have a letter requesting an extension with IDEM.

**Attorney:** Attorney Christopher Willoughby in attendance to discuss:

- Foreclosure: Clerk sent over a foreclosure however, it has been reinstated.

Mrs. Heath asked Attorney Willoughby if he had heard from Skylar York, he indicated still following up with him.

**Engineer:** Haas & Associates: Mr. Ken Haas in attendance

- CCMG (Community Cross Match Grant) will find out if awarded in April 2023
- ADA: Will follow up at the next meeting.

**Park:** Mrs. Jennifer Heath asked Park Liaison, Sharon Gralik if she had heard anything regarding a meeting being scheduled? Mrs. Gralik said no. Mrs. Heath will go ahead and schedule a meeting and get in touch with everyone.

**Building Inspector:** No Report

**Planning/Zoning:** No Report.

**Police:** Marshal Dick in attendance to report:

- Crisis Intervention Training (CIT); March 13-17, 2023. Mrs. Heath suggested this training. Marshal Dick attended this training and said it's the best training he has ever had. The focus is specifically on the resources available for LaPorte County including those for mental illness. This was 40 hours of training. To attend, he took two days off and attended on his days off.

Marshal Dick indicated that CIT Coordinator; Detective Sgt Lear will be filing a claim or grant for the time to reimburse the town @ \$55.00 per hour for the 40 hours. Council President, Heath asked if he could utilize his vacation time; Marshal indicated that he worked those two days that he had off.

- Axon Contract Addendum: Body Camaras / Taser's; contract change to include the fourth officer. After a lengthy discussion a motion was made by Mr. Pizarek to approve the TAPP Program at \$3,068.00 for two and half years, the motion was seconded by Mr. Kubik and was then unanimously carried. This cost will be taken out of the Police Capital Outlay.
- Narcan Policy: At Marshall's request he would like to have Attorney Willoughby create a resolution for the Narcan Policy. A motion was made by Mr. Kubik to allow the attorney to draft a resolution for the use of Narcan, the motion was seconded by Mr. Pizarek and was then unanimously carried.
- Attorney Willoughby drafted a resolution on Vehicle Pursuits and Deadly Force. A motion was made by Mr. Pizarek to adopt the resolutions to establish both the Uniform Statewide Policy on Minimum Standards for Vehicle Pursuits and the use of Deadly Force; a motion was seconded by Mr. Kubik and was then unanimously carried.

Three Policies are prepared by Attorney Willoughby and should be approved by June 2023.

**Street Department:** Joe Zerbes, Street Commissioner in attendance to report:

- Leaf Pick Up: April 5 - April 27, 2023. One day a week for four weeks.
- Light Duty: Mr. Zerbes is on light duty with MCFD. Losing an employee for military duty, may need one part-time employee to assist with leaves.
- Maintenance on Dump Truck for DOT (Dept. of Transportation)
- Salt; Good for the year

- Storm Damage Pick Up: Street Department goes by once a week to pick up larger sticks, limbs, and branches from storm damage.
- Cleaning Storm Drains: short discussion: looking into software to make this program more efficient.

**NIRPC:** No Report

**Old Business:**

- 2811 E. Michigan Blvd: Mary Hoppe in to discuss the resolution on her refuse bill. After a very lengthy discussion it was decided that the council must remain fair and consistent with all residents. With that, they decided their decision would stand and they will not waive the refuse bill in the amount of \$2,540.49 as it stood last year. Ms. Hoppe asked if the penalties can be waived. Council President, Jennifer Heath indicated that until council can obtain penalty information from Clerk-Treasurer, Joshleen Denham they would table until the April 2023 meeting.

**New Business:**

- TIF District Invoice (Matt Reardon): \$10,000.00 Invoice is half of contract. A motion was made by Mr. Pizarek to pay the invoice in the amount of \$10,000.00, (TEN THOUSAND DOLLARS AND ZERO CENTS) motion was seconded by Mr. Kubik and was then unanimously carried.
- ADA Meeting: Clerk-Treasurer, Joshleen Denham, Council Member; Warren Schacht and Haas & Associates Representative; Ken Haas had a brief meeting to discuss the requirements. Mr. Schacht did speak with our architect; Mr. Doug Buell would be willing to help by being specific about what the town would need to become compliant, ie walkways to playground equipment, parking, doors, etc. Mrs. Heath indicated that expenses could come from the Park Fund. A motion was made by Mr. Kubik to approve of Mr. Buell advising the town with the ADA requirements in an amount not to exceed \$1800.00, motion was seconded by Mrs. Gralik and was then unanimously carried.
- Town Hall Remodel Design Cat Tail Designs Invoice: A motion was made by Mr. Pizarek to approve the invoice in the amount of \$6,069.00, motion was seconded by Mrs. Gralik and was then unanimously carried. Mr. Pizarek indicated that he would like to be able to meet with the building committee to review and approve the design. A motion was made by Mr. Pizarek to hold the approval of the design, motion was seconded by Mrs. Gralik and unanimously carried.
- Construction Design Release: Mrs. Heath indicated she would speak with the clerk tomorrow about this.
- Training Pay: 40 hours CIT (Crisis Intervention Training): A motion was made by Mr. Kubik to pay Marshal Dick for 40 hours of pay at a rate of \$55.00 per hour, motion was seconded by Mrs. Gralik and then unanimously carried.

**Public Comment:** None

**Clerks Comment:** None

**Council Comment:**

Council Member: Warren Schacht expressed concern regarding the Welnetz Road repair due to a contractor who dug up our road for a sewer line project but did not finish or repair the road. Mr. Willoughby indicated that nothing has been done, that he is pursuing the repair and the expense the town has had in keeping it filled over the winter.

Mrs. Heath took a moment to express her thanks to the Police Department, The Street Department, Attorney Willoughby for his help with the MSI Program, Mr. Ken ~~Kraus~~with Haas & Associates and Council Member, Warren Schacht for their help with the ADA Transition.


**Adjourn:** With no further business, a motion was made by Mr. Schacht to adjourn the meeting at 8:38 pm, the motion was seconded by Mrs. Gralik and then was unanimously carried.


APPROVED: April 18, 2023

X   
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Jennifer Heath  
Council President

X   
\_\_\_\_\_  
Peter Pizarek  
Council Vice President

X   
\_\_\_\_\_  
Sharon Gralik  
Council Member

X   
\_\_\_\_\_  
Kyle Kubik  
Council Member

X   
\_\_\_\_\_  
Warren Schacht  
Council Member

ATTEST:

X   
\_\_\_\_\_  
Joshleen M. Denham  
Clerk-Treasurer