

ST. JOHN TOWN COUNCIL REGULAR MEETING  
APRIL 24, 2003

Mr. Forbes called the St. John Regular Town Council Meeting to order at 7:03 P.M and led the Pledge of Allegiance.

**Roll Call** - Roll call was taken with the following members present: Michael Forbes, President; Jerome Rudy, Vice-President; Kristie Aldridge, Member; William Winterhaler, Member; Gregory Volk, Member; Steve Kil, Town Manager; David Wickland, Town Attorney; and Sherry Sury, Clerk-Treasurer.

**Approval of minutes of the March 27, 2003 Town Council Regular meeting and April 10, 2003 Town Council Executive Session meeting** - Mr. Rudy motioned, seconded by Mr. Winterhaler, to accept the minutes of the March 27, 2003 regular meeting and the minutes of the April 10, 2003 Executive Session meeting as presented to the Council. Motion unanimously passed.

**Old Business** – None.

**New Business**

**Presentation of \$1,000.00 donation from Wal-Mart to the Parks and Recreation Department** – Presented by Schererville Wal-Mart to purchase park equipment. Money is from employee bonus fund; the employees determine who will receive the donation. Mr. Rudy motioned, seconded by Ms. Aldridge, to accept the donation of \$1,000.00 from Wal-Mart to purchase park equipment on behalf of the Town and the Parks and Recreation Department. Motion unanimously passed.

**Consider Ordinance #1287, amendment to parking regulations for Ventura Estates** - Mr. Winterhaler motioned, seconded by Mr. Rudy, to unanimously consider Ordinance #1287. Motion carried. Mr. Winterhaler motioned, seconded by Ms. Aldridge, to unanimously adopt Ordinance #1287. Motion carried.

**Consider Ordinance #1291, amending Master Traffic Ordinance #511** – Police Department agrees with amendment. Mr. Rudy motioned, seconded by Ms. Aldridge, to unanimously consider Ordinance #1291 amending Master Traffic Ordinance #511 for additional stop signs. Motion carried. Mr. Rudy motioned, seconded by Ms. Aldridge, to adopt Ordinance #1291, an ordinance amending Master Traffic Ordinance #511 allowing for stop signs in Schillton Hills. Motion unanimously carried.

**Consider Ordinance #1292, amending Ordinance #1132 and Ordinance #1141 concerning “Fishing” regulations (clarification on “Fines”)** – Mr. Winterhaler motioned, seconded by Mr. Rudy and Mr. Volk, to unanimously consider Ordinance #1292. Motion carried. Mr. Winterhaler motioned, seconded by Mr. Volk, to unanimously adopt Ordinance #1292. Motion carried.

**Consider Resolution #03-04-24A, appropriation of Police Special Revenue Fund (\$100,000.00) – Mr. Rudy motioned, seconded by Ms. Aldridge to approve and adopt Resolution #03-04-24A. Motion unanimously carried.**

**Consider Resolution #03-04-24B, requesting State Board of Accounts approval of “Request to Purchase” and “Travel Voucher” forms – Mr. Rudy expressed concern about approving future revisions. Brief discussion followed. Mr. Rudy motioned, seconded by Ms. Aldridge, to approve and adopt Resolution #03-04-24B adopting forms, striking from Section I the phrase “along with any updates and revisions in the future.” Motion unanimously carried.**

**Consider Resolution #03-04-24C, adopting HIPAA Policies and Procedures Compliance Manual (with amendments) – Mr. Rudy motioned, seconded by Mr. Winterhaler, to approve and adopt Resolution #03-04-24C, adoption of the Health Insurance Portability and Accountability Act policy manual for the Town of St. John. Motion unanimously carried.**

**Mr. Rudy motioned, seconded by Ms. Aldridge, that the Town of St. John hereby appoints Mr. James Funk of the Town’s Fire Department EMS organization as the Town’s Privacy Officer with respect to the Health Insurance Portability and Accountability Act. Motion unanimously carried.**

**Consider request to use Municipal Building Meeting Room and Public Works Maintenance Building for polling place on May 6, 2003 – Ms. Aldridge motioned, seconded by Mr. Winterhaler, that the Council approve the Municipal Building Meeting Room and the Public Works Maintenance Building for the polling place on May 6, 2003. Motion unanimously carried.**

**Consider the 2003 Quad-Town Safety Village annual contribution (in the amount of \$2,000.00) – Ms. Aldridge motioned, seconded by Mr. Volk, to give the Quad-Town Safety Village a contribution not to exceed \$2,000.00. Motion unanimously carried.**

**Consider update of Comprehensive / Thoroughfare Plan (favorable recommendation from Plan Commission – not to exceed \$65,000.00) – Discussion about where Town will get money for study, breakdown of payments, professional plan vs. citizens group plan. Mr. Winterhaler motioned, seconded by Ms. Aldridge, to table consideration of Comprehensive / Thoroughfare Plan until May 13<sup>th</sup> study session. Motion unanimously carried.**

**Consider reduction of Letter of Credit for Bramblewood – Unit I to \$96,580.00 (favorable recommendation from Plan Commission) – Mr. Rudy motioned, seconded by Ms. Aldridge, to approve a reduction in the Letter of Credit for Bramblewood Unit I to a new total of \$96,580.00 as recommended by the Plan Commission. Motion unanimously carried.**

**Consider reduction of Letter of Credit for Maginot Meadows – Unit I to \$19,030.00 (favorable recommendation from Plan Commission) – Mr. Winterhaler motioned,**

seconded by Mr. Rudy, to reduce the Letter of Credit for Maginot Meadows - Unit I to \$19,030.00. Motion unanimously carried.

**Consider Police Department request to submit application for “Bulletproof Vest Partnership Grant Program”** – Mr. Rudy motioned, seconded by Ms. Aldridge, that the Council give approval to the Police Department to file for and seek the grant for bulletproof vests as identified in the cover letter from Police Chief Guzik dated April 9, 2003. Motion unanimously carried.

**Consider promotion of Officer Timothy Gardenhire from Patrolman 1<sup>st</sup> Class to Corporal (approved by Metropolitan Police Commission on April 10, 2003)** – Mr. Winterhaler motioned, seconded by Mr. Rudy, to promote Officer Timothy Gardenhire from Patrolman 1<sup>st</sup> Class to Corporal. Motion unanimously carried. Mr. Winterhaler amended motion to include date of promotion retroactive to April 10, 2003. Mr. Rudy seconded. Motion unanimously carried.

**Consider promotion of Officer Dale Poston from Patrolman 1<sup>st</sup> Class to Corporal (approved by Metropolitan Police Commission on April 10, 2003)** – Mr. Rudy motioned, seconded by Mr. Winterhaler, to approve the promotion to Corporal for Officer Dale Poston effective April 10, 2003. Motion unanimously carried.

**Consider Maintenance Agreement for E.S.R.I. “annual” (in the amount of \$3,450.00)** – Mr. Rudy motioned, seconded by Ms. Aldridge, to approve the invoice for maintenance agreement for the E.S.R.I. software in the total amount of \$3,450.00. Motion unanimously carried.

**Consider payment proposal of Babe Ruth Field lights at Heartland Park (50% from Town Council budget and 50% from Park Board budget)** – Ms. Aldridge stated Park Board did not receive funding for lights this year. Lengthy discussion ensued regarding cost of electricity, what the original agreement was, and budget constraints. Ms. Aldridge motioned, seconded by Mr. Winterhaler, to approve an amount not to exceed \$5,000.00 to the Park Board for the payment of the lights at Heartland Park. Three ayes: Ms. Aldridge, Mr. Winterhaler and Mr. Volk. Two nays: Mr. Rudy and Mr. Forbes. Motion carried.

**Consider “Girls Softball Association Agreement” (regarding construction of storage / concession stand at Heartland Park)** – Mr. Kil stated Park Board has approved. Mr. Rudy expressed concern regarding changes in Public Works labor costs and the cost to put on the siding. He would like to set a “not to exceed amount.” Discussion followed. Mr. Rudy motioned, seconded by Ms. Aldridge, to approve the agreement between the Town of St. John and the Girls Softball League to use the Public Works Department to provide labor to construct the storage shed with the requirement that before the Town Council President signs the agreement, Girls Softball must sign it first, followed by the Park Board: and, with the further agreement that the not to exceed amount spent by Public Works out of its budget is \$5,000.00. Four ayes: Mr. Rudy, Ms. Aldridge, Mr. Volk, and Mr. Forbes. One nay: Mr. Winterhaler. Motion carried.

**Authorization for Town Manager to sign “Employee Health Insurance and Property & Casualty Insurance” (Braman Agency proposal)** – Mr. Kil stated the changes to the plan have not been presented to the Town employees. He is waiting for material from the Braman Agency. **Mr. Rudy motioned, seconded by Mr. Winterhaler, to authorize the change of the health care plan through United Health Care Plan to the new plan designated TP-N. Motion unanimously carried.**

**Consider “waiver of fees” for re-roof permit at 10606 White Oak Avenue (Town owned residence at Heartland Park)** – Mr. Rudy motioned, seconded by Ms. Aldridge, since the residence at 10606 White Oak Avenue is owned by the Park Department that the Town waive the \$35.00 building permit fee to re-roof the home. **Motion unanimously carried.**

**Consider 2003 Street Sweeping Contract proposals** – Mr. Pharazyn inspected the equipment; the low bidder has one sweeper being repaired and will not be available until the second or third week in May. **Mr. Winterhaler motioned, seconded by Ms. Aldridge, to accept Bob’s Affordable for street sweeping proposal for 2003 at \$1,890.00 per sweep for a maximum of four sweeps. Motion unanimously carried.**

## Reports and correspondence

### Town Council

Mr. Rudy - would like status from Town Attorney of letter from Mr. Jim Wieser, Attorney for Sanitary and Waterworks Districts, that he believed the Ethics Ordinance did not apply to him as they are separate commissions from the Town Council. Mr. Wickland stated that Mr. Kil would have his complete interpretation tomorrow.

Mr. Rudy - referenced legal notice published yesterday regarding annexation by the Town of Schererville whereas the legal description mentioned the Town of St. John. Mr. Wickland will clarify information.

Ms. Aldridge - stated that she has been receiving calls regarding the landscaping business and 120 day completion.

Mr. Volk - received call from resident that lives on Valley Drive in a Townhouse. He is concerned that the decorative walls are leaning.

### Clerk-Treasurer

Ms. Sury would like the study session changed to May 13<sup>th</sup>. **Mr. Winterhaler motioned, seconded by Mr. Rudy, to change study session to May 13<sup>th</sup>. Motion unanimously carried.**

Ms. Sury would like approval for payment of \$23.60 to Bank One for a credit charge by the Police Department to avoid late charges. The document was not received in time to process for the meeting. **Ms. Aldridge motioned, seconded by Mr. Winterhaler, to approve the payment of \$23.60 to Bank One to avoid late charges. Motion unanimously carried.**

### Staff

Mr. Kil would like approval of Letter of Credit for Bramblewood. Mr. Rudy noted two amounts that are in error; however, the total amount is correct. **Mr. Rudy motioned, seconded by Ms. Aldridge, to approve the Letter of Credit 2003-IOC-475 for Bank Calumet dated April 22, 2003 with the following changes: Engineering Staking should read \$12,834.00; page 2 the subtotal should read \$970,934.40, page 3 contingency should read \$98,565.60. Motion unanimously carried.**

Mr. Kil brought the newsletter for review. Mr. Rudy went over some corrections that needed to be made for accuracy of information. Mr. Kil suggested a separate heading for Town Council news.

**Payment of Bills - #7474 through #7627 in the amount of \$740,407.70 for the Corporation; #6081 through #6107, in the amount of \$81,975.40 for the Sewer Utility – Mr. Rudy motioned, seconded by Mr. Winterhaler, to pay vouchers #7474 through #7627 inclusive; and vouchers #6081 through #6107 inclusive. Motion carried unanimously.**

**Business from the Floor –**

Judy Companik, 9040 Columbia Ave., referred to the lights at the Babe Ruth Field and the concession stand. The consensus last year was the Park Departments budget was increased to cover the cost of electricity for lighting. Concerned that Park Department will depend on Town Council if the Council continues to say yes.

Mr. Hero, 11723 S. Oakridge, suggested that since newsletter is being sent out so close to the date of the election, the Council members should remove their names.

**Adjournment – Mr. Winterhaler motioned, seconded by Ms. Aldridge, to adjourn. Motion carried unanimously. Meeting adjourned at 8:30 P. M.**

Attest:

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Sherry P. Sury, Clerk-Treasurer