



## ***Common Council Meeting – Minutes for October 2, 2023***

**Council Members in Attendance:** Ben Leavitt, Dana Hollar, Amy Rosa, Dustin Geyer, Kelbi Veenstra

**Also Present: Mayor:** Phil Jenkins, **City Attorney:** Brian Hoffer, **Clerk-Treasurer** Jeff Knight, **Guests:** 8 (6 IP, 2 OL), and one member of the press (IP) were in attendance.

- Call to Order: Mayor Jenkins called the meeting to order at 7:00 pm and led the Council in the Pledge of Allegiance and opening prayer.
- Roll Call: Council members listed above were in attendance in person. Council Member Amy Rosa was unable to attend.
- Approval of Minutes from the September 18, 2023, Council meeting: Council Member Geyer motioned to approve the minutes. Council Member Hollar seconded. The minutes were approved unanimously by voice vote.
- Petitions or Comments by Citizens:
  - Public hearing regarding Ordinance 1624 – 2024 Budget: Mayor Jenkins opened the public hearing on the 2024 budget at 7:03 pm. There were no questions or comments. The public hearing was closed at 7:03 pm.
  - Public hearing regarding Ordinance 1626 – GO Bond Appropriation: Mayor Jenkins opened the public hearing for the GO Bond appropriation at 7:04 pm. There were no questions or comments. The public hearing was closed at 7:04 pm.
- Reports from committees, boards, or commissions:
  - Clerk-Treasurer Report for August 2023: CT Knight presented the report focusing on upcoming maturing investments and how the interest income generated from those various funds has offset expenditures. Baker Tilly quoted current rates at 5.5%. One year ago, the rates were in the 1.5% to 3% range. Council Member Geyer asked if it was the Clerk-Treasurer's intent to maintain a 50% ratio with the funds in the money market and those currently invested. CT Knight responded that was not the intent but the way it worked out. He is considering reinvesting the \$773,736 (City Investor funds) currently in the money market and getting a better return for the next 6-9 months. Those funds were used in conjunction with the Oakland Trail project. They were intentionally kept liquid due to various projects that were in process. Council Member Rosa motioned to approve the August Clerk-Treasurer's report. Council Member Leavitt seconded. The Clerk-Treasurer's report was approved unanimously by voice vote.
- Unfinished Business:
  - 2nd Reading of Ordinance 1624 – 2024 Budget: Mayor Jenkins presented the ordinance for discussion and asked if there were any questions. Council Member Geyer opened by asking about the increase for Patrolman of \$110,000. Mayor Jenkins responded that this was an increase due to adding a Patrolman who replaced a Lieutenant who retired part way through the year. Council Member Geyer continued by asking about the reduction in the Other Services and Charges for the Redevelopment Commission. Mayor Jenkins said that with the addition of a Director of Development, who now falls under the Planning Department, many of the costs were shifted as well as only half of the Redevelopment Director's contract cost will be used to fund the Chamber in 2024. Council Member Geyer then asked CT Knight



about the timing for putting the property/casualty insurance out for bid and if the costs would be known and included in the 2025 budget. CT Knight said it would be bid out next May or June and that the increase/decrease would be known. He went on to describe how the property/casualty renewals are difficult to go budget because it is never known until midyear what the change is going to be which impacts the last half of every fiscal year.

Council Member Veenstra directed the Council to page #32 regarding the addition of \$2 per month to the utility bill for curbside recycling. Mayor Jenkins replied that in the upcoming contract with Borden, the City will shift to curbside recycling instead of keeping the community recycling site open. This will be an additional \$4.50 per residence to the City but \$2 will be shifted to the residence's utility bill. There will no longer be a recycling center. As this contract takes up a large portion of CEDIT funds, the intent is to begin with this \$2 shift to residences and gradually increase it thereby shifting the cost back to the resident's utility bill and freeing up the funds for economic development. Council Member Veenstra noted that the landfill has a solid waste district program. If the City moves to curbside recycling, does the City get some of those funds. Mayor Jenkins said he'll need to get an answer for her. Mayor Jenkins also commented that he applied to the DNR for a recycling grant. He should know by the end of the year if the City is awarded the grant dollars. If so, that could delay the need to shift the cost to the residents for recycling. Along with this discussion, Council Member Geyer pointed out the \$140,000 increase to the Refuse Collection line. Mayor Jenkins responded that that is the additional recycling cost. Member Geyer then asked if there was a revenue offset to the increased expense. Mayor Jenkins showed the revenue for CEDIT in the Baker Tilly cash flow estimates reflecting \$697,000 in revenue to cover the \$654,000 of expense.

Member Veenstra shifted her questions to page #2 which is the budget for the City Planning Commission. The line for Operating Supplies was reduced from \$6,000 to \$0. Mayor Jenkins noted that these expenses had not been used in prior years. So this amount was right sized for the budget. Member Veenstra noted that the Water and Wastewater departments were not included in this budget. Mayor Jenkins noted that this was due to separate revenue streams (not tax dollars). Council Member Rosa noted that the Water and Wastewater departments are audited. More of the details can be seen in the audit reports. Member Rosa asked if the various department heads had been met with to cover future hiring needs in 2024. Mayor Jenkins said yes.

Member Geyer asked how the City handled depreciation for large capex projects. CT Knight responded by saying that the only depreciation schedule kept pertains to large asset purchases and those have various life cycles, but all are depreciated on a straight-line method over the course of their life cycle. When fully depreciated there is no asset value. With no further questions, Council Member Veenstra motioned to approve the 2024 Budget on second reading. Council Member Rosa seconded. The 2024 Budget was approved unanimously by voice vote on second reading. Final reading will be held on October 16<sup>th</sup>.

- 2nd Reading of Ordinance 1625 – General Obligation Bond: Mayor Jenkins presented the General Obligation Bond ordinance for discussion. Ms. Heather James (Ice Miller) walked the Council through the remaining schedule from bond approval through closing, targeted for November 1<sup>st</sup>. Mr. Kyle Carlson (Baker Tilly) said that if all goes well with the Indiana Bond Bank then they will be able to price the bonds on the 11<sup>th</sup> and closing should take place on



November 1<sup>st</sup>. Mr. Carlson noted that the FOMC has increased rates and so the rates on the amortization schedule are now closer to 4%. The structure of the bonds is for 8 years with the option of a 10-year term. CT Knight also confirmed that there would be no prepayment penalty as long as there was 30-day notice given to the IBB. Council Member Geyer confirmed the purpose and process for the bond ordinance and the bond appropriation ordinance. He asked further if the Council will be the governing body approving the projects under the appropriation ordinance. Mayor Jenkins said yes. The public works portion will go through the Board of Works. The financing of the project will go through the Council. Member Veenstra asked if there was a list of projects. Ms. James and Council Member Leavitt said the list was in the bond ordinance on the last page. Member Geyer asked if the full amount of the bond proceeds will be distributed immediately to the City at closing. Ms. James said yes. CT Knight said he is willing to be the administrator of the funds and save additional costs. With no other questions, Council Member Geyer motioned to approve Ordinance 1625 – General Obligation Bond on second reading. Council Member Leavitt seconded. Ordinance 1625 – General Obligation Bond was approved unanimously by voice vote on second reading.

Suspension of Rules: Council Member Rosa motioned to suspend the rules and move to third reading. Council Member Veenstra seconded. The suspension of the rules was approved unanimously by voice vote.

Third reading of Ordinance 1625 – GO Bond: Council Member Rosa motioned to approve Ordinance 1625 – GO Bond on third reading. Council Member Hollar seconded. Ordinance 1625 – GO Bond was approved unanimously by **roll call vote** on third reading.

- 2nd Reading of Ordinance 1626 - General Obligation Bond Appropriation: Mayor Jenkins introduced the ordinance. Council Member Leavitt motioned to approve Ordinance 1626 – General Obligation Bond Appropriation on second reading. Council Member Rosa seconded. Ordinance 1626 was approved unanimously by voice vote on second reading.

Suspension of Rules: Council Member Hollar motioned to suspend the rules and move to third reading. Council Member Veenstra seconded. The suspension of the rules was approved unanimously by voice vote.

Third Reading of Ordinance 1626 – General Obligation Bond Appropriation: Council Member Leavitt motioned to approve Ordinance 1626 on third reading. Council Member Hollar seconded. Ordinance 1626 – General Obligation Bond Appropriation was approved unanimously by **roll call vote** on third reading.

- New Business: There was none.
- Approval of Accounts Payable Vouchers - 2023 APV's Totaling \$497,494.02: CT Knight told the Council that these vouchers contain two payrolls and normal course of business expenses. Council Member Rosa motioned to approve the APV's. Council Member Leavitt seconded. The APV's were approved unanimously by voice vote.
- Reports by City Officers: There were no reports from City officers.



- Adjournment: With no further business to be discussed, Council Member Hollar motioned to adjourn the meeting and Council Member Veenstra seconded. The meeting was adjourned at 7:57 pm by unanimous voice vote.

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Phil Jenkins, Mayor

Attest: \_\_\_\_\_  
Jeff Knight, Clerk of the Council