MINUTES
Winfield Town Council Meeting
Meeting date: Tuesday, August 11th, 2020

Call to Order: A meeting of the Winfield Town Council was held at the Winfield Government Center, 10645 Randolph Street, Winfield, Indiana on August 11th, 2020. The meeting convened at 7:04 PM. The Pledge of Allegiance was recited.

Rick Anderson conducted roll call:
Members in attendance: Gerald Stiener, Tim Clayton, Dave Anderson, and Zack Beaver
Members not in attendance: Jon Derwinski
Also in attendance: Attorney David Austgen from Austgen Kuiper Jasaitis P.C.; Rick Anderson, Clerk-Treasurer; and Nick Bellar, Town Administrator/Planning and Zoning Administrator; Mike Duffy, Town Engineer.

PUBLIC COMMENTS (Agenda Items): None.

CITIZEN REQUESTING PLACEMENT ON AGENDA (Non-related to the Agenda): None.

UNFINISHED/DEFERRED BUSINESS:

1. ***Consideration of Pay Application #4, Gough Inc. Randolph Street Park Project, Retainage $28,716.03.***

Tim Clayton made the motion to defer this item. Dave Anderson second the motion, the motion carried with all in favor 4-0.

AMENDED AGENDA ITEM

Gerald Stiener entertained the motion to amend the agenda and add New Business item number 6 to the agenda, Bill of Sale. Tim Clayton made the motion to amend the agenda to add Bill of Sale. Dave Anderson seconded the motion, the motion carried with all in favor 4-0.

NEW BUSINESS:

1. ***Consideration of Sponsorship Donation to the N.I.C.K. Foundation.***

Rick Anderson stated for the last number of years the Town has provided a donation and sponsorship and completed a resolution for Childhood Cancer Awareness. This is a renewal of that request. There is a range of sponsorship options, last year the town provided a $500 sponsorship. Dave Anderson made the motion to provide a $500 sponsorship to the N.I.C.K. Foundation. Tim Clayton seconded the motion, the motion carried with all in favor 4-0.

2. ***Resolution 2020-10, Declaring September as Childhood Cancer Awareness Month in the Town of Winfield.***

Rick stated this was a resolution prepared by the assistance of the N.I.C.K. Foundation. Tim Clayton made the motion to approve Resolution 2020-10, to Declare September as Childhood Cancer Awareness Month in the Town of Winfield. Zack Beaver seconded the motion, the motion carried with all in favor 4-0.

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3. ***Resolution 2020-11, Sick Day Benefit.***

Rick explained as the town grows, we need to address additional benefits for their employees including a sick day benefit. He has drafted a revision to the employee policy manual which states each full-time employee will be credited with one full sick day benefit at the end of each month beginning in September. Employees may utilize their sick days upon request, any days where they are gone three consecutive days is to be supported by a doctor's note. Employees will not be able to accumulate any more than 36 sick days. Sick days can be taken in half or whole day increments. Any days accumulated over 36 days will not be paid out at time of termination of employment. Rick stated as of now they only have Paid Time Off not really just vacation time and, in this environment, they don't want anyone to feel they have to come in if they feel sick because they don't want to use vacation days. Rick stated this is a usual benefit most places have, he just wants to put a cap on the number of days accumulated so there won't be excessive days accumulated that will have to be paid out when someone leaves. Tim Clayton asked if they would like to look into something for the part-time employees as well. Rick stated he did not consider that; a discussion was had on the number of hourly employees and inspectors the town has. Tim stated he will look into an option of sick time for part-time employees as well.

4. ***Consideration of Ordinance 229-C, Amendment to the EMS rates used by LOFS Fire Department.***

Nick Bellar stated this is usually reviewed annually. The LOFS Fire Department has a listing of rates they charge for EMS services for residents and non-residents. He has been working on this with Kevin Heerema from the Fire Department to come up with updated fees for 2020. This is contained within the Ordinance and was compared with other surrounding communities and service providers; everything is fairly comparable. Gerald Stiener asked if they added the no transfer fee. Nick stated it was included last year but the department was not using it. Gerald asked Attorney Austgen if he has reviewed this Ordinance. Attorney Austgen stated he did not. Gerald asked the Council if they should defer this until legal has a chance to review it. Dave Anderson made the motion to defer Ordinance 229-C for legal review. Tim Clayton seconded the motion, the motion carried with all in favor 4-0.

5. ***Consideration of appointment for consultant completing the Park Impact Fee Study update.***

Rick Anderson stated the town implemented a Park Impact Fee roughly four years ago, by State statute this has to be reviewed every five years. Nick Bellar said he reached out to two separate consultants for proposals, one from Lehman & Lehmen and the Arsh Group who conducted the last Park Impact Fee. After reviewing and speaking to both, Nick recommended the Arsh Group. The Arsh Group proposal also came in lower at $20,710 compared to Lehmen & Lehmen's proposal at $22,000. Attorney Austgen stated he has also reviewed the proposals and agreed with Nick's recommendation of the Arsh Group. Dave Anderson made the motion to approve the proposal from the Arsh Group for the Park Impact Fee Study. Tim Clayton seconded the motion, the motion carried with all in favor 4-0.

6. ***Consideration of Approval for Bill of Sale.***

Dave Anderson explained one of the officers is leaving the Winfield Police Department. This is the K9 officer and they came to an agreement to the purchase of the K9. Tim Clayton made the motion to approve the Bill of Sale. Dave Anderson seconded the motion, the motion carried with all in favor 4-0.

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ANNOUNCEMENTS: Gerald Stiener noted the various upcoming meetings.

ADJOURNMENT:
Gerald Stiener entertained a motion to adjourn the meeting. Dave Anderson made a motion to adjourn and it was seconded by Zack Beaver. All were in favor, the motion carried 4-0. The meeting adjourned at 7:14 p.m.

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Gerald Stiener
Town Council President

_____
Richard C. Anderson, Jr.
Clerk-Treasurer

Date of Approval _____

_____
Kim Wachowski
Recording Secretary