

CITY OF DECATUR  
COMMON COUNCIL MINUTES  
APRIL 5, 2016

The City of Decatur Common Council met on Tuesday, April 5, 2016 at 7:30 p.m. at City Hall in Council Chambers, 172 N. 2<sup>nd</sup> Street. The meeting was called to order by Mayor Ken Meyer. Roll call was taken to show, Councilmen Cam Collier, Craig Coshow, Matt Dyer, Tyler Fullenkamp and Wylie Sirk were in attendance. Also present was City Attorney, Tim Baker and Clerk-Treasurer, Phyllis Whitright.

The Mayor invited everyone to stand and recite the Pledge of Allegiance.

The Clerk-Treasurer had emailed the minutes from the March 15th meeting. There were no corrections or amendments. Dyer made a motion to approve the minutes. Coshow seconded the motion. Motion carried.

Sirk made a motion to suspend the council meeting for a public hearing for a petition to vacate a platted alley filed by Janet S. Macklin. Collier seconded the motion. Motion carried.

The City Attorney, Tim Baker mentioned the alley is unimproved and is not of public utility or hinders use of any public way. The alley is approximately .032 acres and is on 1<sup>st</sup> Street between lots 12 & 13 formerly Macklin garage and Macklin home. Mayor Meyer asked for any comments from the public. No comments were received, so Dyer made a motion to close the public hearing, Fullenkamp seconded the motion. Motion carried.

Coshow made a motion to reconvene the council meeting. Fullenkamp seconded the motion. Motion carried.

Sirk made a motion to make the proof of publication for the public hearing petitioning to vacate a platted alley a matter of record. Fullenkamp seconded the motion. Motion carried.

Collier made a motion to Place Ordinance 2016-1, an ordinance vacating an alley, petitioned by Steven T. Macklin, life estate interest of Janet S. Macklin, on First Reading by short title only. Sirk seconded the motion. Motion carried. The City Attorney read Ordinance No. 2016-1 by short title. Collier made a motion to Pass the Ordinance on First Reading. Sirk seconded the motion. Roll call vote was Collier, Coshow, Dyer, Fullenkamp and Sirk voted in favor, none opposed.

Collier made a motion to Place the Ordinance on Second Reading by short title. Sirk seconded the motion. Motion carried. The City Attorney read Ordinance No. 2016-1 by short title. Sirk made a motion to Pass the Ordinance on Second Reading. Dyer seconded the motion. Roll call vote was Collier, Coshow, Dyer, Fullenkamp and Sirk voted in favor, none opposed.

Dyer made a motion to suspend the rules, and Place the Ordinance on Third & Final Reading by short title. Sirk seconded the motion. Motion carried. The City Attorney read Ordinance No. 2016-1 by short title. Sirk made a motion to Adopt Ordinance No. 2016-1. Dyer seconded the motion. Roll call vote was Collier, Coshow, Dyer, Fullenkamp and Sirk voted in favor, none opposed.

Sirk made a motion to suspend the council meeting for a second public hearing in regards to a tax abatement application of Tekniplex, Inc., doing business as Dolco Packaging. Coshow seconded the motion. Motion carried.

Collier made a motion to open the public hearing. Dyer seconded the motion. Motion carried.

Mayor Meyer asked for any comments from the public in regards to the abatement. No comments were received. Coshow made a motion to close the public hearing. Collier seconded the motion. Motion carried.

Sirk made a motion to reconvene the council meeting. Dyer seconded the motion. Motion carried.

Dyer made a motion to make the proof of publication for the public hearing for abatement requested by Tekniplex, Inc., D/B/A Dolco Packaging, the Statement of Benefits, and the notice to the taxing units of the abatement a matter of record. Fullenkamp seconded the motion. Motion carried.

Dyer made a motion to Introduce Resolution No. 2016-4, a Confirming Resolution for the Designation of an Economic Revitalization Area upon the application of Tekniplex, Inc. D/B/A Dolco Packaging. Sirk seconded the motion. Motion carried.

The City Attorney read Confirming Resolution No. 2016-4, by short title. Sirk made a motion to Pass Confirming Resolution No. 2016-4, approving a seven (7) year abatement for personal property taxes for new manufacturing equipment estimated at \$5 million, and retaining 220 full-time employees and adding 20 full-time employees for Dolco Packaging. Coshow seconded the motion. Motion was unanimous.

Operations Manager, Jeremy Gilbert, with Eran Hackman and Ethan Snyder have been working on a Citizen Reporting System. Hackman demonstrated how citizens can log into the Decatur website and post non-emergency problems. This will track the problem areas and create a database for city departments to respond to the calls. There's no cost for this reporting system, since the City and County have an inter-local agreement with Snyder who works for the City and County, and the County had the software available for use.

Shannon Reinhart from EDZ HD Motorcycle Service & Repair completed an event form requesting to close 1<sup>st</sup> Street from Jackson and Monroe Street on April 28<sup>th</sup> to hold a Bike & Car Night event from 5:30 p.m. to 8:00 p.m. City department heads have signed and approved the event form. Dyer made a motion to approve the street closing. Collier seconded the motion. Motion carried.

Theresa Bodle from the motorcycle ABATE group requested to hold their event this year on Sunday, June 5<sup>th</sup>, and requested to block off Adams Street to Five Points, and Adams Street to Jackson Street and Court Street from 8:00 a.m. – 6:00 p.m. The Fort Wayne Police Department will be escorting the motorcycles into Decatur down 13<sup>th</sup> Street to Adams Street. Bodle requested the

street department to provide trash cans and barricades, but they will hire someone to clean up after the event. Dyer made a motion to approve the requests. Coshow seconded the motion. Motion carried.

Chad Hunter, Manager of Decatur's Farmers' Market handed out 2016 guidelines. The Market will be on Thursday's starting on May 19<sup>th</sup> from 3:00 p.m. to 7:00 p.m. and will be located on Madison Street between 1<sup>st</sup> and 2<sup>nd</sup> Street. Vendors are not allowed to set up before 2:15 p.m., and will be ready to sell by 3:00 p.m. and will remain set up until 7:00 p.m. Reservation space is \$10.00 per space, or \$2.00 per week. Food trucks are not allowed without prior permission. The Farmers' Market is sponsored by the City of Decatur, Decatur Chamber of Commerce, Decatur Parks & Recreation, Decatur Main Street, Purdue Extension Service and Tri Kappa. Dyer made a motion to approve the event. Coshow seconded the motion. Motion carried.

The Clerk-Treasurer, Phyllis Whitright provided a report of activities of the Decatur Redevelopment Commission for the year 2015. This is required per IC 36-7-17-13, before April 15<sup>th</sup> of each year that the Redevelopment Commissioners or their designee to submit to the unit's executive and fiscal body, a report setting out the activities during the preceding calendar year. Dyer made a motion to make the report a matter of record. Sirk seconded the motion. Motion carried.

Deputy Fire Chief, Jim Hitchcock reported the Fire Department received a \$2,500.00 grant to go towards smoke detectors. Fire Chief, Les Marckel announced the smoke detector campaign is ongoing, and anyone interested in having smoke detectors installed can call the Decatur Fire Department at 724-8909.

Mayor Meyer read a resignation letter from Nate Rumschlag, who has given his two week notice as City Engineer. Rumschlag's last working day will be on Monday, April 18<sup>th</sup>. Rumschlag worked for the City a little short of four years. Mayor regretfully says goodbye, and thanked Rumschlag for his service and commented that he was a good investment to the City, but will look at hiring a replacement soon. Department heads thanked Nate who also served on the Plan Commission and the County Sewer District Board. Dyer made a motion to make the resignation letter a matter of record. Coshow seconded the motion. Motion carried.

Fullenkamp made a motion to make the proof of publication for the CSO Community Notification a matter of record. Coshow seconded the motion. Motion carried.

The Clerk-Treasurer, Phyllis Whitright informed council that House Enrolled Act 1264 was passed, beginning July 1, 2016 Indiana Code requires all Indiana political subdivisions to adopt a minimum level of internal controls developed by the State Board of Accounts (SBOA) or risk not having the City's budget approved by the Department of Local Government Finance (DLGF). First, Council must ensure that internal control standards and procedures are adopted by ordinance, and all city personnel are trained regarding internal controls. Management must document in writing the specific internal control policies and procedures required for each department, and evaluate regularly any changes affecting the office. Second, the Clerk-Treasurer must annually certify in writing that internal control standards and procedures have been adopted and that all personnel have received the appropriate training. When the SBOA audits the City and finds that the City has not adopted internal control standard and procedures, or personnel have not been trained, the city will be in violation, which may prohibit DLGF from approving the city's budget. This requirement must

be completed by the end of the year. The Clerk-Treasurer will work with the City Attorney to prepare the ordinance for council to approve.

Community Coordinator, Melissa Norby handed out the results from the curbside recycling survey as of April 5<sup>th</sup>. 590 surveys have been completed, with 93.5% participates are wanting the City to provide curbside recycling. Norby commented that the survey is still available for a couple more weeks, if anyone is interested in completing the survey.

The Community Coordinator, Melissa Norby mentioned the City approved a contract with JPR in February for the St. Mary's Nature Preserve and Trail. A request to make a change in the contract, no change in fees, only wording needed to be changed for the location of the trailhead. Dyer made a motion to approve the wording amendment to the contract. Sirk seconded the motion. Motion carried.

Coshow made a motion to allow the claims as presented. Sirk seconded the motion. Motion carried.

There being no further business, Dyer made a motion for adjournment. Sirk seconded the motion. Motion carried. Meeting was adjourned at 8:40 p.m.