

**Topeka Town Council**  
**124 E. Lake Street, Topeka, Indiana**  
**General Meeting Minutes, December 14, 2020 at 4:00pm**

Pledge of Allegiance to the Flag

Call to order by Council President Ron Troyer – Common Council Meeting

**Roll Call**

Present: Council Member Ron Troyer, Ray Folk, Adam Lambright, Ron Eash, Town Manager Stewart Bender and Clerk Treasurer, Naomi Miller

Others in attendance: Harold Gingerich and Casey Erwin with DLZ, Town Marshal, Stan Strater

Attendance via Zoom: Bill Eberhard, Town Attorney; Wastewater Superintendent, James McDonald and Dave Polkow with MacQueen.

**Minutes from previous meeting of November 23, 2020 and Executive Minutes of November 17, 2020**

Motion to Approve: Justin Geigley                      Second: Ron Eash                      Vote: All Ayes

**Naomi Miller, Clerk-Treasurer**

Claim Register – APV 13420 – 13520

Motion to Approve: Justin Geigley                      Second: Ray Folk                      Vote: All Ayes

Audit for SRF

- State Board of Accounts Audit has come to a close.
  - Exit Conference is scheduled for this Tuesday at 1pm via Teams
  - Council is invited to attend.

1782 Notice has been received

- The budget for 2021 was accepted as is – no reduction

Triad Invoices

- Outstanding invoices from Triad received for October of 2019
- Refusal to pay without supporting documentation as to their validity

AIM Medical Trust

- Offering a medical insurance premium holiday for January
  - Health premiums for January 2021 have been waived

Schedule of meetings for 2021

- Continue with the 2<sup>nd</sup> and 4<sup>th</sup> Monday of the month at 4pm at the Town Hall

Motion to continue with same schedule as 2020: Ray Folk                      Second: Justin Geigley  
Vote: All Ayes

Resolution 2020-13

- Resolution allowing the Clerk-Treasurer to pay bill after the last Town Council Meeting of the year

Motion to Approve: Ron Eash                      Second: Justin Geigley                      Vote: All Ayes

Town Attorney Appointment

- Bill Eberhard presented his terms for the 2021 term as the Town Attorney

Motion to retain Eberhard as Town Attorney: Justin Geigley                      Second: Adam Lambright  
Vote: All Ayes

**Stewart Bender, Town Manager/Fire Chief**

New Fire Truck

- This truck will consolidate two current trucks, Rescue and Engine into one truck
- Current quote is \$845,00
- Sourcewell is a provider the town can get a 7.5% discount for a cost of \$839,700
- The State is offered a 5% discount
- Ordinance 2020-11, authorizing the purchase of a truck for the Town of Topeka Volunteer Fire Department
- Cost will be shared with the Eden and Clearspring Trustees

Motion to purchase: Ray Folk    Second: Justin Geigley                      Vote: All Ayes

Adam Lambright abstained

Motion to waive 2<sup>nd</sup> reading: Justin Geigley                      Second: Ron Eash                      Vote: All Ayes

Adam Lambright abstained

Quote for turnout gear for 5 firefighters on the Topeka Fire Department

- Quote from Hoosier Fire Equipment, Inc. totaling \$14,058.50

Motion to Approve: Ray Folk                      Second: Ron Eash                      Vote: All Ayes

Quote for Engine 32

- Truck is showing age
- Quote for air primer \$3,309.89

Motion to get repairs: Justin Geigley                      Second: Ray Folk                      Vote: All Ayes

- Adam Lambright abstained

November Fire Department Activity and Financial Report emailed to council prior to meeting.

DLZ

- Change Order #1 and Final, \$1,801.77
  - Balancing out quantities, showing a decrease of \$1,801.77 in contract price
- Pay Ap 6, \$23,035.60
  - Remaining concrete for driveway and walk
- Pay Ap 7, Retainage Release \$48,440.79

Motion to Approve: Justin Geigley                      Second: Ray Folk                      Vote: All Ayes

Proposal from GME Testing for conducting pavement cores on North Main

- 5 pavement cores up to 18" deep - \$2,430 for all 5
- 4 soil borings approximately 30' deep for \$62 00

Motion to Approve: Ray Folk

Second: Justin Geigley

Vote: All Ayes

Water Consumption Report emailed to council prior to meeting.

Water Plant Update

- Approval was given from the County
- Submitted to IDEM for approval, awaiting response
- Requesting bid authorization for beginning of January

Motion to Approve: Justin Geigley

Second: Ron Eash

Vote: All Ayes

Agreement with BakerTilly to assist the Town with the SRF financing for the Water Project.

Motion to Approve: Justin Geigley

Second: Ray Folk

Vote: All Ayes

Quote from Ferguson Waterworks for a new meter reading software for the Water Department \$12,910

- Current software is outdated, and laptop is failing
- When purchasing a laptop, the software must be updated

Motion to Purchase: Justin Geigley

Second: Adam Lambright

Vote: All Ayes

Region 3A

- 2021 Region 3-A Board of Directors is requesting an appointment to the board for Topeka
- Ray recommended Stewart Bender, Town Manager as the appointee

Motion to Approve: Ray Folk

Second: Justin Geigley

Vote: All Ayes

Community Crossing Matching Grant Fund

- Town of Topeka is awarded \$966,000 for road work in 2021

### Police Department

- October 2020 Activity Report emailed to council prior to meeting

Ryan Cummins graduated on December 2<sup>nd</sup> from Police Academy.

- Requested to amend to new pay effective on December 13, 2020.
- 2020 Salary Ordinance will be amended and presented at next council meeting
- 2021 Salary Ordinance will be amended and presented at next council meeting

Motion to Approve: Ray Folk

Second: Justin Geigley

Vote: All Ayes

Request for Ryan to sign the "Verification of Acceptance of the Department's Take Home Vehicle Program and Policy"

- Clerk-Treasurer will get with Ryan to sign the document

Vacation for Deputy Persing

- 5 days are left to be used in 2020 or lose it.
- Marshal requested to pay out or carry over into 2021
- Days not taken due to Marshal out of office in last 30 days
- Town Manager requested if this happens for the PD, to allow this for him and the Wastewater Superintendent
- Due to pandemic the CT recommends rolling over the vacation instead of a buy out
- Attorney Eberhard will create an ordinance allowing the carry-over of vacation



- o Allowable for Deputy Persing, Town Manager Bender and Wastewater Superintendent McDonald

Motion to Approve: Ray Folk

Second: Justin Geigley

Vote: All Ayes

#### Hazard Pay

- Due to Pandemic, Hazard Pay is recommended by Ron Troyer as follows:

Stewart Bender, \$1200

Stan Strater, \$1200

James McDonald, \$1200

Tracey Persing, \$1200

James Lambright, \$1200

Cyndi Sadewasser, \$900

Greg Strawser, \$1200

Ryan Cummins, \$900

Motion to Approve: Ray Folk

Second: Justin Geigley

Vote: All Ayes

- Council Member Geigley recommended allowing the Hazard Pay for Clerk-Treasurer
- Attorney Eberhard will look into laws if allowable as a one-time pay

Motion to Approve if allowable by law: Justin Geigley

Second: Ray Folk

Vote: All Ayes

#### General Public

Harold Gingerich recommended to the Town Council to have a letter mailed to the Shipshewana Police Department, thanking them for the assistance while the Topeka Town Marshal was out of the office due to medical reasons.

Motion to have a letter sent: Ron Eash

Second: Justin Geigley

Vote: All Ayes

#### Adjournment

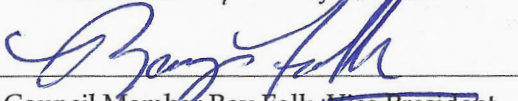
- 5:15pm
- Next General Council meeting: January 11, 2021 at 4p.m.



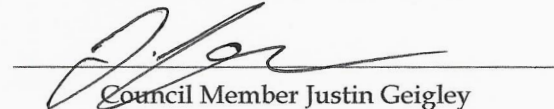
Council Member Ron Troyer, President



Council Member Adam Lambright



Council Member Ray Folk, Vice President



Council Member Justin Geigley



Council Member Ron Eash

ATTEST



Naomi Miller, Clerk-Treasurer

