



**Topeka Town Council**  
**124 E. Lake Street, Topeka, Indiana**  
**General Meeting Minutes, June 14, 2021, 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, Ron Eash, Adam Lambright, Town Manager Stewart Bender, Clerk Treasurer, Naomi Miller

Others in attendance: Deputy Clerk Cyndi Sadewasser, Marshal Stan Strater, Jr, Harold Gingerich, Doug Fought, Steve Schrock, Randy Miller, Westview School Superintendent; Yvonne Eash and Casey Erwin with DLZ

Attendance via Zoom: Ryan Chasey with HPG and James McDonald, Wastewater Superintendent

**Minutes from previous meeting of May 24, 2021, for Common Council, May 28, 2021, Executive Session**

Motion to Approve: Ray Folk

Seconded: Ron Eash

Vote: All Ayes

**Naomi Miller, Clerk-Treasurer**

Claim Register - APV 14060 - 14248

Motion to Approve: Ray Folk

Seconded: Ron Eash

Vote: All Ayes

Reminder was shared with council there is a GOP Caucus for the Topeka Town Board on Tuesday, June 15, 2021, at the Town Hall at 6pm.

**Topeka Area Historical Society**

- Donation Request of \$2000

Motion to Approve: Adam Lambright

Seconded: Ron Eash

Vote: All Ayes

**Tax Abatement for Nisco**

- Letter mailed in January giving processes for filing.
  - Letter was not forwarded to accountant.
  - County Auditor denied abatement till council reviews and approves or denies.

Motion to Approve: Ron Eash

Seconded: Adam Lambright

Vote: All Ayes

Resolution 2021-28, A Resolution establishing the policy by which members of the Town Council may participate by electronic means of communication.

- Post-pandemic resolution allowing council to remote into meetings and able to vote under certain regulations.
  - 50% of board must be in person.
  - A roll call is required for each subject voted on.
  - Any one board members cannot attend remotely more than 50% of meetings in a year.

Motion to Approve Resolution 2021-28: Ron Eash

Seconded: Ray Folk

Vote: All Ayes

Ordinance 2021-18, An ordinance establishing a policy for electronic funds transfers and online banking for the Town of Topeka

- Unable to locate an ordinance done previously if there was.
- State Board of Accounts will be looking for this type of documentation in future audits.

Motion to adopt Ordinance 2021-18: Ron Eash

Seconded: Adam Lambright

Vote: All Ayes

May Financials were shared with the council.

Motion to Approve: Ray Folk    Seconded: Adam Lambright    Vote: All Ayes

Fire Contracts with Trustees

- Adjustment made to contract to split the liability insurance 3 ways instead of 4 ways as done in years previously.

Motion to adopt the fire contract with Clearspring and Eden Townships: Ray Folk

Seconded: Ron Eash

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

Ryan Chasey with Housing Resource Hub

- Stewart recommends moving forward with Housing Resource Hub
- Bill will work with Ryan and review the agreement to be made with the school.
- Positive recommendation to the RDC to sign the Memorandum of Understanding.

Motion to recommend to the RDC: Ray Folk

Seconded: Ron Eash    Vote: All Ayes

Westview School Superintendent, Randy Miller

- Would like to purchase old Fire Station for a school bus garage.
- Bill and Stewart recommend an inter local agreement.
- Randy explained their current garages and bus locations.
- Approximately 7 or 8 busses parked here in Topeka. Most drivers take the buses home.
- Working with WV on the housing addition and the bus garage need.
- Harold was asked about moving the Food pantry.
  - The ministerial association is working on finding a new location.

Motion for Bill to work on the interlocal agreement with Westview: Adam Lambright

Second: Ray Folk

Vote: All Ayes

Quote for camera at recycling area

- Quote from Choice 1 Communications for \$2,716.00
- This will help with viewing who is dropping off unrecyclable trash and tickets will be served.

Motion to Approve: Ron Eash

Seconded: Ray Folk

Vote: All Ayes

May water consumption was shared with council.

Casey with DLZ

- presented Pay Ap 1 from FCI Construction on the WTP
  - \$532,698.25
- SRF Disbursement Request Form

Motion to submit for payment: Ray Folk

Seconded: Ron Eash

Vote: All Ayes

Quote for blowers at the Wastewater Plant

- Quotes includes blower mounting and pipes.
- First quote is from Three Rivers Water Solution from Ft. Wayne for \$36,452.00
- Second quote is from Crosby for \$29,869.00.
- Third quote is from Schust Mechanical Systems from LaOtto for \$15,043.00
- Stewart recommends the lower cost.

Motion to purchase from Schust: Adam Lambright

Seconded: Ray Folk

Vote: All Ayes

Fire Chief is requesting approval to advertise the Tahoe.

- Asking Legal Counsel if required to email State fire Departments for first choice to purchase before a general advertisement.
- Bill will investigate the law and get back with Stewart before advertisement.

Motion to advertise for book value after Bill's approval: Ray Folk

Seconded: Ron Eash

Vote: All ayes

April Fire Reports emailed to council prior to the meeting.

#### Stan Strater, Town Marshal

April and May Reports emailed to council prior to meeting.

2021 NEILETC Conference

- Free conference and includes lunch.
  - Conference is in Nappanee.
  - 2-day conference
- Officers Ryan and Tyler are attending.

#### Attorney

Bid Opening on selling real estate (WW Lagoon)

- No bids turned in.

Motion to table the bid opening: Ray Folk

Seconded: Ron Eash

Vote: All ayes

Hearing making the council the Topeka Park Authority

- Ordinance 2021-16, An ordinance establishing the Topeka Town Park Authority
- 2<sup>nd</sup> meeting of the month would be the Park Authority meeting
- Ron Opened the public hearing.
- No public comment
- Public Hearing Closed

Motion to adopt Ordinance 2021-16: Ray Folk

Seconded: Adam Lambright

Vote: All Ayes

Motion to appoint Stewart the Park Director: Adam Lambright

Seconded: Ron Eash

Vote: All Ayes

Minutes from the last Park Board meeting, March 15, 2021

Motion to Approve: Ray Folk

Seconded: Ron Eash

Vote: All Ayes



Bill recommends a letter be sent to the Park Board thanking them for their service.

Other

Ron Troyer asked the status on obtaining a Water Superintendent.

- Stewart is looking into an apprenticeship program with Alliance.
- Bill recommends hiring someone local to go into the apprenticeship.
- Kelly with Alliance of Indiana Rural Water (AIRW) will be in attendance at the June 28th meeting.

Vactor

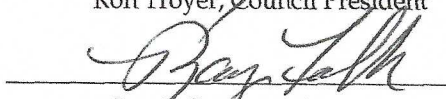
- Looking into quote for a vactor truck
  - Approximately \$132,500
    - More formal quote next meeting.
- Jeter and Vac trailer could both be sold with vactor replacing both pieces of equipment

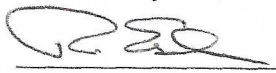
Adjournment

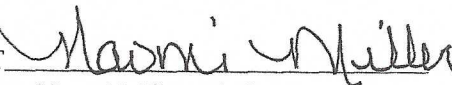
- 5:21 pm
- Next General Council meeting June 28, 2021, at 4p.m.

  
\_\_\_\_\_  
Ron Troyer, Council President

  
\_\_\_\_\_  
Adam Lambright, Council Vice-President

  
\_\_\_\_\_  
Ray Folk, Council Member

  
\_\_\_\_\_  
Ron Eash, Council Member

ATTEST   
\_\_\_\_\_  
Naomi Miller, Clerk-Treasurer

