

## TOWN OF HUDSON

115 PARSONAGE STREET

HUDSON, IN 46747

(260) 587-9500

TOWN COUNCIL MEETING

Date: 4/28/2015

CALL TO ORDER: 6 pm by Pres. Kope, followed by Pledge to the Flag of the USA.

**ROLL CALL:** Phil Dawson X Kathy Kope X Melissa Westafer X Marlene Smith, Clerk-Treasurer X

**Attendees** Ed Miller, Justin Pence, Aaron Quick, Andy Mast, Jim O'Quinn, David Mann, Gene Hamm, Fabienne Aranda, Brian McClintock, Matthew Wickizer, Jennifer Dawson.

**MINUTES:** March 24<sup>th</sup> meeting minutes presented. Motion by Kope, 2<sup>nd</sup> by Westafer to approve. Passed.

**MARSHAL:** Aaron Quick (see report)

#6- Eberhard requested meeting w/Marshal to review SOP's.

#7- Pizza Hut will donate 20 pizzas. They want to issue certificates for personal pan pizzas for games, etc. Re. 213 W. Depot, ordinance violation. Owner to work with Marshal to resolve the issue.

**FIRE DEPARTMENT:** Andy Mast & Josh Odem (see full report attached)

Regarding selling the old fire vehicles, per Eberhard, publish at least 10 days before next meeting that "sealed bids accepted until next Council meeting". Bids can then be opened either accepted or denied. Money from beef & noodle fund raiser went to assist family who had a recent house fire. Planning a chicken bbq for June. 22 call for the month, 70 for the year.

Hudson Fire will no longer be answering calls to Salem twp. Unless there are no responders from there during the day. Two checks totaling \$5,136.88 given to C-T towards the gear recently purchased. An estimated charge of \$316 for repair and maintenance of some air bottles. Motion by Kope, 2<sup>nd</sup> by Westafer to pay the \$316. Dept. will be purchasing high visibility vests. Invoice to come to C-T, but HVFD will pay for them.

Region IIIA. Income surveys will need to be done, which are good for four years. Cost of preparing and mailing to come from CCD/TIF/HVFD office supplies. Kope moved, 2<sup>nd</sup> by Dawson to proceed with income survey.

**UTILITY DEPARTMENT:** Ed Miller (see report)

#3 quote is from a guy in Avilla.

**ENGINEERING:** Rick Pharis

Estimate to do Loucks Dr. extension \$29,380, \$37,000 to convert to asphalt. Est. \$52,000 to do about 900' extension to Loucks Dr., for a total of around \$90,000. Looping Schenkle water main west, est. \$70,300.

Per Eberhard, TIF loans set to be paid off in 2023 and 2026. Bond not feasible.

Should investigate getting a marketing strategist to come talk to us about marketing the TIF district.

Tif issues on hold for the time being.

Ref. agri rent for the TIF area. Ed to get location flags and get with Brian McClintock to lay out the area needed for the car show, then get with Bruce Berryhill reference the rent issue.

Committee needed for car show. Justin Pence, Brian McClintock, Charles Rall

**CLERK'S REPORT:** Marlene Smith (see report)  
Cold Heading compliance report received in today's mail.

**FROM THE FLOOR:**

M.Wickizer requesting water be turned on with payment arrangement for renter. To pay \$250 to get it on, and pay off the rest within two months or it will be turned back off. Motion by Kope, 2<sup>nd</sup> by Westafer to allow water to be turned back on once initial payment received.

**LEGAL:** Bill Eberhard

Just want to introduce Steven Clouse, who will probably be filling in here from time to time.

**Planning Commission Report:** D.Mann, Pres.

SCEDC requested that Mann be involved in fund raising- Council declined. Terry Lake has joined the Animal Comprehensive Plan. Re. Garage in street- burden of proof on property owner to provide legal ownership documentation. Want to proceed with a Summer Youth Program. To get with Marshal to coordinate. Re. home with water shut off, still occupied. Pursue theft of utility fines. Marshal requested to get with Mr. Clouse. Letter to Board of Health regarding no water issue. Marshal to prepare letter. C-T offered to assist.

Letter to be prepared and sent to Steuben County regarding garage on Parsonage that is a hazard.

Re. dispute over property line/fence on Hardy St. Per Mann, ILP contingent was proving that the fence is not on neighbor's property. Burden of proof on homeowner with fence.

**OLD BUSINESS:**

Place based investment grant discussion.

**NEW BUSINESS:**

**CLAIMS:** Were presented by Clerk, approved, and signed by Council.

**ADJOURNMENT:** Motion by Kope, 2<sup>nd</sup> by Westafer to adjourn. Passed @ 8:45 pm.

Respectfully submitted  
Marlene Smith  
Clerk-Treasurer

Approved:



K. Kope  
President, Hudson Town Council

**HUDSON POLICE DEPARTMENT  
APRIL 2015 TOWN COUNCIL MEETING  
PRESENTED BY MARSHAL AARON QUICK**

1. We are still in the process of moving the Police Department, our next phase should wrap it up and is scheduled for Saturday May 2<sup>nd</sup>. Any help would be great, we will be getting started at noon.
2. Introduce new reserve Colby Matteson. Colby as well as any other reserve hired will go through an extensive training program (FTO) which will last for a minimum of 6 months.
3. Donation from Pranger came in, it was not the number that was expected (\$250), however we are grateful and will continue raising funds for the Taser.
4. Balloons Aloft price was renegotiated so that the Fire Department will receive \$500 and the Police Department will receive \$250.
5. Permission to begin a fund for purchasing a Police vehicle based on a 3 year scale. We wish to have the Balloons Aloft funds donated into that fund.
6. The new updated Standard Operating Procedure (SOP) is completed and is being placed into effect pending any changes. These changes can be made at any point due to this being a living document.
7. Public Safety Day had to be moved into May due to new plans with Pizza Hut. We need to set a date of May 23<sup>rd</sup>, 2015. We need to have an advertising plan.
8. We had an unforeseeable expense this month. The computer in the Jeep had a corrupted user profile. This caused all saved documents to be lost. I took the computer to Weaver Computer with an original expense of \$135. The end cost was \$369.33 due to needing a Hudson owned software back on the system (prior Marshal owned the software which was the main expense of this issue).
9. We had a total of approximately 120hrs of Reserve contributions. (still not working alone)

**GAS LOG: 127.48 Gallons**

**LAW CASES: 9 & Several Agency Assists**

# SCBA Bottles

ITEM	Qty	Unit Price	Total
Hydrostatic Test Large Cascade Bottles	4	29	116
Hydro Static Test Existing Small Bottle	13	23	299
Replacement O-Rings	36	3.5	126
New Cascade Bottles	20	580	11600
Freight For Bottles	1	150	150
<b>Grand Total</b>			<b>12291</b>

SCCF Check	<b>11975</b>
FD Equipment Maintance Fund (TOWN GENERAL)	<b>316</b>





April 28, 2015

## ***Hudson Utility Department Monthly Report***

- 1) **Ed miller will be attending a Stage 2 and chlorine safety seminar on April 30 2015 in Kendallville Indiana put by Alliance of Indiana Rural Water.**
- 2) **Still gathering bid quotes on street crack filling and Noll Street road repair.**
- 3) **Thad Frederick returned the M-930 dump truck generator; it was unable to be repaired. There has been found a source on a rebuilt the cost would be \$685.00.**

# Clerk's Notes:

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4/28/2015

1. I have placed both a clock and a calendar in the new Council chambers room in the upstairs of the Town Hall. Also placed signs with arrows showing location of meetings.
2. My office has been moved from its former location into the 'meeting' room downstairs in the Town Hall. The kitchen is being used as a storage unit for all of the past documentation for the town. Would like to have big room partitioned off ASAP to secure my office area. Desire an opening window to receive payments, a secure door, and some outlets would be appreciated 😊
3. Unable to send or receive faxes- unsure what the problem is, but my phone also reads "check tel line 2". If no one here can get it fixed, may have to call in Century Link.
4. Per e-mail from Eberhard & Weimer's office, we cannot obtain a TIF legacy bond due to payment ratio.
5. E-mailed Pam Coleman regarding park funds for flowers. Haven't heard back as yet where funds can come from.
6. Received from Eberhard & Weimer forms and instructions for doing additional appropriations from CCI for Spillman expense.
7. Title of the 'new' rescue truck was received.
8. Regarding cancellation of QuickBooks subscription. Though I had been told there would be no refund, I later received an e-mail that there would be \$349.08 refunded back to the Town Visa card (which it has been per recent statement).
9. Received statement from Capstone Insurance for HVFD that there is an additional \$709.69 charge for the insurance to cover the rescue truck.
10. Town ditch taxes have been paid. I have all the parcel numbers to make out the Form 136 that is due by May 15.
11. The CCD fund- notice of adoption was published in the Herald Republican on April 13. Fifty or more citizens have until thirty days after publication to object.
12. Had problems after office move getting computer to sync with the handheld meter reader. Ed contacted Ben at Utility Supply this morning and got the issue resolved.
13. March treasurer's financial report, and April through 4/27 are before you.
14. Town wide garage sale is Sat. May 2, town wide clean up is Sat. May 9.
15. Next scheduled Council meeting will be Tuesday May 26 at 6 pm.

16. Rec'd Compliance Report from Cold Heading  
17. Ag. rent?

**MONTHLY FINANCIAL STATEMENT**

**Mar 2015**

FUNDS	Total Beginning of Month	Previous Receipts YTD	RECEIPTS FOR MONTH	YTD Receipt Totals	TOTAL BAL. & RECT	Previous Disbursed YTD	DISBURSED FOR MONTH	Total YTD Disbursals	TREASURER'S BALANCE
GENERAL	(11803.78)	15895.83	25183.88	41079.71	13380.10	23213.62	19459.99	42673.61	(6079.89)
MOTOR VEHICLE	(863.73)	1348.78	1664.47	3013.25	800.74	1071.00	1427.15	2498.15	(626.41)
OPD-DUI	1557.80	0.00	0.00	0.00	1557.80	0.00	0.00	0.00	1557.80
L.R.&STREETS	1486.28	352.56	402.49	755.05	1888.77	2194.50	0.00	2194.50	1888.77
C.C.I.	4234.43	0.00	0.00	0.00	4234.43	50.00	1359.95	1409.95	2874.48
C.C.DEVELOP	13164.52	0.00	0.00	0.00	13164.52	0.00	3000.00	3000.00	10164.52
CREDIT	(545.59)	2334.68	2334.68	4669.36	1789.09	14517.50	6478.27	20995.77	(4689.18)
L.E.C.E.	795.67	17.00	120.00	137.00	915.67	0.00	0.00	0.00	915.67
TIFF	63976.42	0.00	0.00	0.00	63976.42	6414.95	4862.00	11276.95	59114.42
LEVY EXCESS	41.61	0.00	0.00	0.00	41.61	0.00	0.00	0.00	41.61
LOIT	(5220.05)	1122.67	1122.67	2245.34	(4097.38)	983.72	0.00	983.72	(4097.38)
ASSISTANCE FIREFIGHTERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MM-CASH	88424.75	0.00	0.00	0.00	88424.75	0.00	0.00	0.00	88424.75
<b>SUB TOTAL</b>	<b>155248.33</b>	<b>21071.52</b>	<b>30828.19</b>	<b>51899.71</b>	<b>186076.52</b>	<b>48445.29</b>	<b>36587.36</b>	<b>85032.65</b>	<b>149489.16</b>
<b>WATER</b>									
OPERATING	57405.05	17155.19	20368.95	37524.14	77774.00	22176.72	28354.53	50531.25	49419.47
BOND & INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	19000.00	0.00	0.00	0.00	19000.00	0.00	0.00	0.00	19000.00
CUSTOMER DEPOSITS	7345.34	100.00	0.00	100.00	7345.34	0.00	0.00	0.00	7345.34
WATER RESERVE	9850.00	203.63	171.52	375.15	10021.52	0.00	0.00	0.00	10021.52
CD#	1005.80	0.00	0.00	0.00	1005.80	0.00	0.00	0.00	1005.80
CD#	5000.00	0.00	0.00	0.00	5000.00	0.00	0.00	0.00	5000.00
<b>TOTAL</b>	<b>99606.19</b>	<b>17458.82</b>	<b>20540.47</b>	<b>37999.29</b>	<b>120146.66</b>	<b>22176.72</b>	<b>28354.53</b>	<b>50531.25</b>	<b>91792.13</b>
<b>WASTEWATER</b>									
OPERATING	28265.89	13148.77	13169.17	26317.94	41435.06	6591.27	13077.09	19668.36	28357.97
BOND & INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2 YR-086-11056	10000.00	0.00	0.00	0.00	10000.00	0.00	0.00	0.00	10000.00
<b>TOTAL</b>	<b>38265.89</b>	<b>13148.77</b>	<b>13169.17</b>	<b>26317.94</b>	<b>51435.06</b>	<b>0.00</b>	<b>13077.09</b>	<b>19668.36</b>	<b>38357.97</b>
<b>CASH ON HAND</b>	<b>50.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>50.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>50.00</b>
<b>TOTAL FUNDS</b>	<b>293170.41</b>	<b>51679.11</b>	<b>64537.83</b>	<b>70622.01</b>	<b>357708.24</b>	<b>70622.01</b>	<b>78018.98</b>	<b>155232.26</b>	<b>279689.26</b>

OUTSTANDING

CASH ON HAND	50.00
TOWN OF HUDSON	10000.00
TOWN OF HUDSON	140767.21
WASTEWATER	7500.00
WASTEWATER	20957.97
WATER	75720.34
WATER	10000.00
Major Moves	0.00
CD WATER	1005.80
CD-WASTEWATER	10000.00
CD-WATER RESERVE	5000.00

50.00	50.00
10000.00	10000.00
139488.86	139488.86
7500.00	28357.97
20857.97	
75786.34	85786.34
10000.00	
0.00	
1005.80	
10000.00	
5000.00	

NOTE: Gen fund includes Park fund.

**MONTHLY FINANCIAL STATEMENT as of : 4/28/15 Apr 2015**

FUNDS	Total Beginning of Month	Previous YTD	RECEIPTS FOR MONTH	YTD Receipt Totals	TOTAL BAL. & RECT	Previous Disbursed YTD	DISBURSED FOR MONTH	Total YTD Disbursals	TREASURER'S BALANCE
GENERAL	(6129.89)	41079.71	22844.57	63724.28	16514.68	42673.61	16392.01	59065.62	122.67
MOTOR VEHICLE	(626.41)	3013.25	1690.62	4703.87	1064.21	2498.15	1591.00	4089.15	(526.79)
OPO-DUI	1557.80	0.00	0.00	0.00	1557.80	0.00	0.00	0.00	1557.80
L.R.&STREETS	1888.77	755.05	397.31	1152.36	2286.08	2194.50	0.00	2194.50	2286.08
C.C.I.	2924.48	0.00	0.00	0.00	2924.48	1409.95	0.00	1409.95	2924.48
C.C.DEVELOP	10164.52	0.00	0.00	0.00	10164.52	3000.00	0.00	3000.00	10164.52
CEDIT	(4689.18)	4669.36	2334.68	7004.04	(2354.50)	20995.77	4979.17	25974.94	(7333.67)
L.E.C.E.	915.67	137.00	16.00	153.00	931.67	0.00	0.00	0.00	931.67
TIFF	59114.42	0.00	0.00	0.00	59114.42	11276.95	5154.00	16430.95	53960.42
LEVY EXCESS	41.61	0.00	0.00	0.00	41.61	0.00	0.00	0.00	41.61
LOIT	(4097.38)	2245.34	1122.67	3368.01	(2974.71)	983.72	0.00	983.72	(2974.71)
ASSISTANCE FIREFIGHTERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MM-CASH	88424.75	0.00	0.00	0.00	88424.75	0.00	0.00	0.00	88424.75
<b>SUB TOTAL</b>	<b>149489.16</b>	<b>51899.71</b>	<b>28205.85</b>	<b>80105.56</b>	<b>177695.01</b>	<b>85032.65</b>	<b>28116.18</b>	<b>113148.83</b>	<b>149578.83</b>
<b>WATER</b>									
OPERATING	49419.47	37524.14	24897.27	62421.41	74316.74	50531.25	20196.61	70727.86	54120.13
BOND & INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	19000.00	0.00	0.00	0.00	19000.00	0.00	0.00	0.00	19000.00
CUSTOMER DEPCSITS	7345.34	100.00	0.00	100.00	7345.34	0.00	0.00	0.00	7345.34
WATER RESERVE	10021.52	375.15	220.63	595.78	10242.15	0.00	0.00	0.00	10242.15
CD#	1005.80	0.00	0.00	0.00	1005.80	0.00	0.00	0.00	1005.80
CD#	5000.00	0.00	0.00	0.00	5000.00	0.00	0.00	0.00	5000.00
<b>TOTAL</b>	<b>91792.13</b>	<b>37999.29</b>	<b>25117.90</b>	<b>63117.19</b>	<b>116910.03</b>	<b>50531.25</b>	<b>20196.61</b>	<b>70727.86</b>	<b>96713.42</b>
<b>WASTEWATER</b>									
OPERATING	28357.97	26317.94	12002.46	38320.40	40360.43	19668.36	6944.49	26612.85	33415.94
BOND & INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2 YR-086-11056	10000.00	0.00	0.00	0.00	10000.00	0.00	0.00	0.00	10000.00
<b>TOTAL</b>	<b>38357.97</b>	<b>26317.94</b>	<b>12002.46</b>	<b>38320.40</b>	<b>50360.43</b>	<b>0.00</b>	<b>6944.49</b>	<b>26612.85</b>	<b>43415.94</b>
<b>CASH ON HAND</b>	<b>50.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>50.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>50.00</b>
<b>TOTAL FUNDS</b>	<b>279689.26</b>	<b>116216.94</b>	<b>65326.21</b>	<b>116216.94</b>	<b>345015.47</b>	<b>135563.90</b>	<b>55257.28</b>	<b>210489.54</b>	<b>289758.19</b>

OUTSTANDING

CASH ON HAND	50.00
TOWN OF HUDSON	0.00
TOWN OF HUDSON	0.00
WASTEWATER	0.00
WASTEWATER	0.00
WATER	0.00
WATER	0.00
Major Moves	0.00
CD WATER	1005.80
CD-WASTEWATER	10000.00
CD-WATER RESERVE	5000.00
	<b>16055.80</b>

NOTE: Gen fund includes Park fund,

Accounts Payable Town of Hudson  
 Voucher Register \_\_\_\_\_

TOWN

For Period 3/25/15 to 4/28/15

Page 1 of 2 Pages

Fund	DATE FILED	VOUCHER NUMBER	NAME OF CLAIMANT	Code #	AMOUNT OF VOUCHER	AMOUNT ALLOWED	CHECK/WARRANT NUMBER	MEMORANDUM (See Note (2) Above)	
TIF	27-Mar		Farmer's State Bank		\$600.00		15675	24 loan	Redev
TIF	27-Mar		Farmer's State Bank		\$600.00		15676	49 loan	Redev
g/w/w	27-Mar		Nipsco		\$694.17		15677	electric service	Town
g/w/w	27-Mar		Century Link		\$426.85		15678	phone service	Town
g/w/w	27-Mar		Verizon Wireless		\$221.53		15679	cell phone service	HPD/U
mvh	27-Mar		Noli Bros. Oil Co.		\$492.50		15680	gas/diesel fuel	Town
gen	27-Mar		KPC Media		\$70.68		15681	legal publication	Town
gen	27-Mar		S.R. Jenkins Co.		\$14.99		15682	HPD supplies	HPD
gen	27-Mar		Moore Medical		\$35.44		15683	HVFD supplies	HVFD
gen	27-Mar		Hudson Utilities		\$263.38		15684	town utilities	Town
cci	27-Mar		Visa		\$184.95		15685	5 yr. domain name	Town
TIF	3-Apr		Farmer's State Bank		\$600.00		15686	24 loan	Redev
TIF	3-Apr		Farmer's State Bank		\$600.00		15687	49 loan	Redev
Gen	3-Apr		D.Concus		\$491.86		15688	salary	HPD
g/w/w/mvh	3-Apr		E.Miller		\$1,166.96		15689	salary	St/Util
g/w/w/cedit	3-Apr		M.Smith		\$1,093.89		15690	salary	C-T
gen	3-Apr		A.Quick		\$552.56		15691	salary	HPD
gen	7-Apr		KPC Media		\$28.52		15692		town
gen	9-Apr		St/Co Income taxes		\$1,227.75		eft		town
gen	9-Apr		Federal Income taxes		\$2,631.60		eft		Town
TIF	10-Apr		Farmer's State Bank		\$600.00		15693		Redev
TIF	10-Apr		Farmer's State Bank		\$600.00		15694		Redev
cedit	10-Apr		Peters Municipal Consultants		\$4,579.17		15695		cedit
tif/waste	13-Apr		Steuben County Treasurer		\$118.35		15696		tif/wast
gen	17-Apr		D.Concus		\$491.86		15697		HPD
g/w/w/mvh	17-Apr		E.Miller		\$1,166.96		15698		St/Util
g/w/w/cedit	17-Apr		M.Smith		\$1,093.89		15699		C-T
gen	17-Apr		A.Quick		\$552.56		15700		HPD
					\$21,200.42				











