

MEETING MINUTES

GRABILL TOWN COUNCIL

Date/Time October 23, 2024 7:00PM

Location: 13717 First Street Grabill, IN 46741

Meeting called to order by: President Claude E. Schrock

IN ATTENDANCE

President Claude E. Schrock
Vice President Jeff Smead
Councilman Wilmer Delagrange
Clerk-Treasurer Stephanie J. Smith

APPROVAL OF MINUTES

The minutes were read from the October 9, 2024 meeting and approved, first motion to approve made by Councilman Wilmer Delagrange, seconded by Vice President Jeff Smead. All in favor.

AGENDA

●NEW ALLEN ALLIANCE-TIM ROY/KEVIN ROTH:

Mr. Tim Roy (President of the New Allen Alliance Board for 2024), requested that the Town of Grabill aid in funding an executive director position with the 3 other incorporated Towns. Leo-Cedarville, Monroeville, and Woodburn, with Harlan and Hoagland being sponsored by the County. All are being asked to consider this position. This new position would be a financial commitment from the Town of Grabill for a total of 3 years. Mr. Roy voiced that if New Allen Alliance can not get all 5 entities, 4 towns plus the County to agree to fund the full amount for the next 3 years New Allen Alliance's endeavor for this project will cease, and he is uncertain if this project will be presented again in the foreseeable future. Mr. Roy informed The Town Council that New Allen Alliance would still be accessible to the Council and be free and cost effective but this also means that The Town of Grabill would not get much in return from New Allen Alliance they will have meetings and ribbon cuttings but there will not be any large projects, as they do not have this kind of capacity. Mr. Roy stated that they have already presented this to the Town of Leo-Cedarville who has responded pretty favorably and tabled the decision for the next 2 weeks. Woodburn has budgeted for this for the last 3 years, and tabled their decision due to the Mayor not being present at the last meeting. Monroeville voted yes on this 2 years ago, and have indicated that they intend to vote yes again. New Allen Alliance is asking the Town Council of Grabill to vote of intent. Mr. Kevin Roth added the things that have changed since their last visit are that the commissioners have agreed to pay for the 2 Counties. The other being NERC, they are in place for payroll and how they will house the position. Mr Roth noted that even though they could not tell the Town Council they have a definite yes, Woodburn has always been extremely interested in this. They are asking the Grabill Town Council for \$34,500.00 and a 3 year commitment that would help pay to bring on an experienced professional, pay for benefits and to give the individual some operating funds, to jump start projects with.

President Claude Schrock, asked New Allen Alliance what their return on their investment would be. Mr. Roy stated if you view the investment in organization, the Town's strategic plan kept up and pushed through and that the

Town's goals are met and represented, and just helping everyone being organized and share resources, is no different and any other Town employee their worth cannot be quantified.

●**THE GRABILL TOWN COUNCIL:** Rescheduling the November 6 meeting, to November 20th due to incoming bids for upcoming 2025 project.

Grabill Town Council asked to schedule a working meeting on November 14, 2024 at 6pm.

First scheduled leaf pickup for November 16 2024.

●**DLZ:**

Waterworks Improvements:

- Project A-Distribution and Water Plant Vacation**
 - Update: Lagoon Closure (IDEM approval complete, construction pending)
 - Update: Road patching scheduled for Thursday/Friday October 24/25
- Project B-Water Tower**
 - All tower rehab work complete; pending final punch list.

Trail:

- DLZ/Town/Zach developing a possible plan for trail location thru NIPSCO property
- Phase 1 (West Section, Leo-Cedarville, Grabill) Section to bid in Fall 2024
- Phase 2 (Grabill Section)
 - County funding confirmed, would like to bid Fall 2024
 - Utility Conflict: Fiber optic line installed 2023 without Town approval
 - Property and R/W mostly secured
 - Confirm alignment, size and location
 - Additional meetings (Highway, public, downtown, property owners, etc.)
- Update: County will be advertising and taking bids in October-November 2024
- Update: Pot-Holing week of October 23 2024 (done by County)
- DLZ coordination location of future bridge and new NIPSCO gas main
- Phase 3 (North Section, Grabill bridge section)-Pending, no bid date or funding confirmation

County ARPA Applications:

- County (BakerTilly) confirmed Town has been awarded \$2,750,000
- County has confirmed engineering costs are an eligible to paid by County ARPA grant
- NTP Engineering & scope approved at April meeting
- Pending: Separate engineering work-order agreement
- Project 76B: Sewer lift stations \$630,790
- Project 76A: Sewer lining & extensions \$2,119,210
- Pending: DLZ Supplement to Town Eng for ARPA Eng Services
- Schedule: UPDATE
 - November 2024 Page Road Property Owner Meeting
 - November 1 & 8-Advertisement
 - November 19-Bids due/open
 - Wednesday November 20 2024, Award and Special Council Meeting @6:30pm
 - December-Agreements, information to County
- Grabill Road-Property Owner Meeting complete
 - Property exhibits sent out/coordination ongoing
 - Pending: Page Road-Property Owner Meeting
 - Pending: Total Project Budget (ARPA Only, or ARPA + Local Bond)

NIPSCO Property

- DLZ coordinating location of future bridge and new NIPSCO gas main
- DLZ work on bridge plan to coordinate with NIPSCO gas main
- DLZ has requested a conference call with NIPSCO
- Pending: NIPSCO is working on a conference call date/time with DLZ

CCMG 2023-2 Applications (2024 Streets)

- Town Awarded \$1,000,000 (Nov 3, 2023)**
- West and Illinois Street
- Update: Contractor-Brooks Construction
- Pending: Illinois Property Owner Meeting complete

- Schedule: Delays associated with gas services
NIPSCO Relocation, on-going estimated completion November 1 2024 (original was Mid October) Finish Storm Sewer, excavate existing subgrade/prep for curbs, pour concrete curb and gutters, base asphalt paving-Thanksgiving 2024
- Form and pour concrete drive approaches, concrete sidewalks & ADA ramps-Early/Mid December 2024
- Surface Asphalt, Seeding, signage-Spring 2025
- Illinois Street: Property Owner Meeting Complete-Completion Spring 2025, relocation plans on-Going
- Pending: West Street-NIPSCO complete week of October 28 2024
- Pending: West Street-Brooks mobilize on or before Monday November 4 2024

CCMG 2024-2 Application (2025 Streets):

- Applied for First Street by July 31 deadline
\$996 total construction (\$249k Town Match)
- Pending: CCMG Award Notifications October 2024 +/- Bid Jan/Feb 2025 Construction Summer 2025
- Pending: DLZ to start survey, utility coordination pending
- Pending: INDOT Award notifications (expected in November 2024)

Lead Service Line Replacement (LSLR):

- All communities have to complete an Inventory and various other compliance items.
- DLZ is working with Ryan Walls on possible grant application for the phase 2
- Update: Grant approved for LSLR (admin/inventory work)
- Inventory submitted (complete-Ryan/Erik/DLZ)
- Plan/letter for compliance done

Plan Reviews:

- Henry Lengacher Property/Drive
- Our Country Home
- Revive Home Brands DLZ/Zach preparing easement documents.
- Ben Lengacher-See attached letter for discussion

●STEPHANIE J. SMITH-CLERK TREASURER INVOICE CLOUD/BOYCE MAIL PROPOSAL:

Proposed the Town Council online bill pay as well as Boyce mail with full customization. The initial setup cost for Boyce Mail invoicing would cost the Town \$1045.00, moving forward a monthly amount will be invoiced of \$550.00 which would include, printing/stuffing/sealing/stamping and delivery with the capability of mail forwarding. Stephanie voiced that the monthly \$550 will continue to go down with the implantation of Invoice Cloud bill pay because of the Town's residences signing up for e-statements, and paperless billing. Invoice Cloud will notify the Town residence of upcoming payments as well as possible disconnection notices if failure to pay. The cost for Invoice Cloud would be \$425 a month with an additional \$30/month would provide the Town an in office card reader for convenience, if they choose to do so. First motion to approve by Councilman Wilmer Delagrange seconded by Jeff Smead, all in favor.

●STEPHANIE J. SMITH-RESOLUTION TO TRANSFER FUNDS FOR CCMG 2024: These funds were allocated, but not placed into specific funds for payables. Council to review and vote at November 20 2024.

●A/P:

Town Council was presented AP for October 23, 2024
Allowance Docket for October Payroll
First motion to approve payables by Councilman Wilmer Delagrange,
Seconded by Vice President Jeff Smead, all in favor.

MEETING ADJOURNED AT 8:46 PM

NEXT MEETING

Next meeting will be November 20, 2024 at 7:00PM at 13717 First Street Grabill, IN 46741

Submitted by:
Stephanie J. Smith
Clerk-Treasurer
Town of Grabill

Approved by:
Claude E. Schrock
Town President
Town of Grabill