

## TOWN OF WOLCOTT COUNCIL MEETING

The Council of the Town of Wolcott met Tuesday, December 21, 2010 at 6:00pm in the Community Room of the Wolcott Town Hall for its regular stated meeting. Present were Council President Marsha L. Mackey, Council Vice President Jon H. Evans, Council members Richard A. Lynn, Fred A. Young and Michael A. Yelton, Clerk-Treasurer Linda S. Bajzatt, Town Attorney Mark L. Callaway, Wastewater Supt. Chad W. Reynolds, Town Marshal James Herre and Wolcott Volunteer Fire Dept. Chief Kenneth Burns. Also present were Barbara Lawson of *The New Wolcott Enterprise*, James Reisert of Strand Associates, and Tri-County Government students: Alex Baker, Jennica Best, Doug Hall, Eric Leadingham, Matt Sigman, Erika Valentine, and Charity Hurd.

Council President Marsha L. Mackey opened the meeting by asking all present to join in saying the Pledge of Allegiance.

Council President Marsha L. Mackey then asked if there were any comments and questions from the audience. None were forthcoming.

Council member Fred Young moved that a correction is made to the November 16, 2010 minutes that Michael A. Yelton was sworn into office as Council member by the Clerk-Treasurer Linda S. Bajzatt; Council member Richard Lynn seconded the motion; and the motion passed 3-0.

Council member Fred Young moved to accept the following minutes with the correction stated above:

- December 7, 2010 Council Meeting

Council Vice President Jon Evans seconded the motion; and the motion passed 4-0.

Departmental reports were then given:

Wastewater Supt. Chad Reynolds stated that the new spreader purchased from Spikes in Monticello for \$2,000 works really well; it spreads the salt further, covering more ground. Mr. Reynolds stated that having the spreader attached to the hitch of the truck makes it easier to remove the spreader in case of a water line break.

Mr. Reynolds stated that a solenoid was down on the big plow. He was able to have Farney's Auto Parts put light-weight solenoid on it so that the men could use it. He ordered a power pack for \$1,500 and the mechanic will put it on. Mr. Reynolds reminded that Spike's estimate of repair was from \$2,500 to \$3,000.

Chad Reynolds reported that the men repaired a water leak on North Davis Street Monday.

Discussion followed about what kind of snow removal policy the street department should follow regarding the TC Intermediate School. The Clerk-Treasurer stated complaints were received from staff there and the Superintendent that the area where the teachers park (street side of the sidewalks) was not plowed, and that later in the day, the men tried to clean the street better, but pushed more snow onto the cars, making access to get into the car very difficult. Council member Richard Lynn stated that the men should plow that part of the street or easement if the school has not yet plowed. If the sidewalks are cleaned, travel very slowly and plow the street. Council President Marsha Mackey directed Chad Reynolds to develop a plan and talk with the school principal and/or the maintenance.

Council received to quotes for the Police Dept. renovations: 1) Ron McClure Construction and 2) Electric and More for electricity. Council member Fred Young moved to advertise the renovations in the paper; Council member Richard Lynn seconded the motion; and the motion passed 4-0. Quotes will be opened and read January 18, 2011 at the 6 o'clock Council meeting.

Wolcott Volunteer Fire Dept. Chief Kenneth Burns stated that 79 children visited with Santa Claus at the Fire Station last Saturday.

The Clerk-Treasurer requested the following transfers:

- A. Request transfer of \$1,000.00 from General Fund, Account No. 101 001359.000, Summer Festival to General Fund, Account No. 101 001355.000, Promotional.
- B. Request transfer of \$5.00 from Park Fund, Account No. 204 001290.000, Operating Supplies to Park Fund, Account No. 204 001232.000, Repair & Maintenance.

- C. Request transfer of \$30.00 from General Fund, Account No. 101 001113.000, Marshal's Office to General Fund, Account No. 101 001112.000, Clerk-Treasurer's Office.
- D. Request transfer of \$400.00 from General Fund, Account No. 101 001342.000, Insurance to General Fund, Account No. 101 001324.000, Telephone.

Council member Fred Young moved to approve the above referenced transfer; Council Vice President Jon Evans seconded the motion; and the motion passed 4-0.

Clerk-Treasurer Linda Bajzatt stated that Wolcott Ambulance Service Director Steve Young asked that the Council remind residents that their addresses should be posted on their homes so that emergency services can respond promptly. Council President Marsha Mackey asked the Clerk-Treasurer to submit a notice to the newspaper advising people that the town does have an ordinance mandating that addresses are posted in a well-lit area of the home so that the 911 vehicles and volunteers can respond.

The Clerk-Treasurer stated that Randy Mitchell of K-IRPC inquired if the Council wanted to submit a Downtown Revitalization Grant for the next round; the letter of intent needs to be submitted by January 4, 2011. Mrs. Bajzatt stated that the current grant needs updating and tweaking. Discussion followed. Council member Michael Yelton stated that he would head the committee for downtown revitalization, and Clerk-Treasurer Linda Bajzatt will assist him. Council Vice President Jon Evans moved to submit the Downtown Revitalization grant to OCRA for the spring round; Council member Fred Young seconded the motion; and the motion passed 4-0.

Council member Michael Yelton will hold a committee meeting on January 11<sup>th</sup> at 6:30 pm at the Town Hall for residents of town and the rural committee and all business people who would be interested in promoting the Wolcott and the downtown area.

The Clerk-Treasurer stated that the Employees Handbook should be updated. Council agreed to set a date at the January 4<sup>th</sup> Council meeting. The Council will also begin discussion regarding the Five-Year Capital Projects Plan.

The Clerk-Treasurer stated that resident, Darwin Miller, is willing to volunteer his time to trim the grassy areas along the new sidewalks next year if the town would pay for the fuel for the edger. Council member Fred Young moved to allow Darwin Miller to edge the sidewalks along US24 next year and to pay for the fuel; Council Vice President Jon Evans seconded the motion; and the motion passed 4-0.

James Reisert of Strand Associates stated that the White County Drainage Board postponed making a decision on the town's project until January 4, 2011. Mr. Reisert stated that Edwin Buswell of K-IRPC stated that OCRA does not have additional money to award toward our current project, but that the town can be granted an extension of time on the project. The Clerk-Treasurer will prepare this. Mr. Reisert stated that he has amend the project to include a restriction (a concrete wall with three holes) in the ditch north of the Pugh tile to meet the two-year existing flow. The town park would then act as a detention area. Discussion followed. Mr. Reisert stated that the concrete bridge would be temporary so that when Council or the County remedies the situation in the north, the bridge can be removed. The proposed amendment has been presented to the County's engineer, but Mr. Reisert has not received any comment back. Council member Michael Yelton questioned if any remedy for the north industrial park has been given any thought. Mr. Reisert stated that the town will need to acquire land and make a detention area somewhere along the businesses along 900 West. Further discussion ensued. Council Vice President Jon Evans moved to approve the engineer's plan as discussed to the White County Drainage Board; the motion was seconded by Council member Fred Young; and the motion passed 4-0.

Council Vice President Jon Evans, Council member Michael Yelton, and James Reisert will arrange a meeting with Witko Inc. owners to discuss the current plan, and ask for input from him.

Council President Marsha Mackey read the Salary Ordinance for Year 2011 for Elected Officials as follows:

#### Council Members

Council Members of the Town of Wolcott are to be paid \$2,500 per member per year to be paid from the General Fund in two payments - \$1,250.00 on or near June 1, 2011 and \$1,250.00 on or near December 1, 2011.

#### Town Attorney

The Town Attorney is to be paid according to contract or agreement between the Town of Wolcott and the attorney and is to be paid from the General Fund. Additional payment will be applied to the appropriate fund where work is associated.

#### Clerk-Treasurer

Linda S. Bajzatt, Clerk-Treasurer, is a salaried position to be paid bi-weekly @ \$1,465.34 per pay to be paid in the following manner: Up to \$12,700.00 from General Fund; the balance shared equally between the Water and Wastewater Funds.

The Council of the Town of Wolcott will deposit \$2,000 in the HSA Account of each employee/officer who is enrolled in the Health Savings Account program through the Town of Wolcott's health insurance carrier.

The Town of Wolcott may utilize "time-off" or flexible hours in order to avoid having employees work in excess of forty (40) hours in a work week. All employees shall obtain approval from their Department Head. A designated Council member must approve flextime scheduling for a Department Head's usage.

1. Flex time is paid as time for time.
2. Flex time must be taken within a forty (40) hour pay period if possible.

Council Vice President Jon Evans moved to approve the Salary Ordinance for Year 2011 for Elected Officials as read; Council member Fred Young seconded the motion; and the motion was passed 4-0.

Council President Marsha Mackey read the Salary Ordinance for Year 2011 for Town Employees as follows:

#### Clerk-Treasurer's Office

Employees of the Clerk-Treasurer's Office are to be paid from \$9.00 to \$13.00 per hour bi-weekly; Wages will be paid 50% from the Water Fund and 50% from the Wastewater Fund, and from the General Fund apportioned to the amount of time worked respectively.

Employees of the Clerk-Treasurer's Office shall be paid accordingly: Merri K. Schieler, full-time Deputy Clerk-Treasurer, is to be paid bi-weekly \$961.54 per pay – one-third to be paid from the General Fund; one-third from the Water Fund and one-third from Wastewater Fund. This is a salaried position; no overtime will be paid or accrued unless approved by Wolcott Town Council.

#### Town Marshal's Office

James M. Herre, Town Marshal, is to be paid bi-weekly @ \$1,653.85 per pay to be paid from the General Fund. This is a salaried position; no overtime will be paid or accrued unless approved by Wolcott Town Council.

Michael L. Powell, full-time Deputy Marshal, is to be paid bi-weekly @ \$1,288.46 per pay from the General Fund. This is a salaried position; no overtime will be paid or accrued unless approved by Wolcott Town Council.

Part-time deputies can be paid \$12.00 per hour to \$14.00 per hour bi-weekly, depending on experience. Wages are to be paid from the General Fund.

#### Water, Wastewater & Street Departments

Robert G. Thomas, Water Superintendent, will be paid \$19.44 per hour bi-weekly to be paid two-thirds from the Water Fund and one-third from the Motor Vehicle Highway Fund.

Chad W. Reynolds will be paid \$18.66 per hour bi-weekly to be paid 100% from the Wastewater Fund.

Other Town Laborers can be paid \$9.00 to \$12.00 per hour bi-weekly, based on qualifications, and will be paid 50% from the Water Fund and 50% from the Wastewater Fund and from the Motor Vehicle Highway Fund apportioned to the amount of time worked respectively.

Upon certification of Water Operator and Wastewater Operator, employees can earn up to a \$4,000 increase to his/her base pay.

The Council of the Town of Wolcott will deposit \$2,000 in the HSA Account of each employee/officer who is enrolled in the Health Savings Account program through the Town of Wolcott's health insurance carrier.

The Town of Wolcott may utilize "time-off" or flexible hours in order to avoid having employees work in excess of forty (40) hours in a work week. All employees shall obtain approval from their Department Head. A designated Council member must approve flextime scheduling for a Department Head's usage.

1. Flex time is paid as time for time.
2. Flex time must be taken within a forty (40) hour pay period if possible.

Council member Fred Young moved to approve the Salary Ordinance for Year 2011 for Town Employees as read; Council member Michael Yelton seconded the motion; and the motion was passed 4-0.

Town Attorney Mark Callaway presented a Contract for Legal Counsel of the Town of Wolcott. Council member Fred Young moved to approve the Contract for Legal Counsel of the Town of Wolcott and that the annual retainer fee shall remain the same amount of \$5,410.08; Council member Richard Lynn seconded the motion; and the motion passed 4-0.

There being no other business, the accounts payable register was approved and signed for the following amounts:

<u>Accounts Payable (Dec 7, 2010 &amp; Dec 21, 2010)</u>	
General Fund	\$ 41,605.27
USDA Rural Dev. Grant-Fire Truck	\$ 3,200.00
MVH Fund	\$ 8,330.25
CEDIT Fund	\$ 15,120.15
Water Fund	\$ 19,950.75
Water Bond & Interest Fund	\$ 5,490.00
Water Depreciation Fund	\$ 29,439.49
Water Meter Deposit Fund	\$ 150.00
Wastewater Fund	\$ 32,467.03
Ambulance Fund	\$ 3,818.25
Federal Withholding Fund	\$ 775.10
FICA Withholding Fund	\$ 2,282.74
Payroll HSA	\$ 210.00
Payroll Medical	\$ 653.68
Payroll Liberty National	\$ 117.52
for a grand total of	\$163,310.23

Council member Richard Lynn moved to adjourn the meeting; the motion was seconded by Council member Fred Young; and the motion passed 4-0.

/s/ Marsha L. Mackey  
Marsha L. Mackey, Council President

/s/ Jon H. Evans  
Jon H. Evans, Vice President

/s/ Richard A. Lynn  
Richard A. Lynn, Council Member

/s/ Fred A. Young  
Fred A. Young, Council Member

Attest:

/s/ Michael A. Yelton  
Michael A. Yelton, Council Member

/s/ Linda S. Bajzatt  
Linda S. Bajzatt, Clerk-Treasurer