

**TOWN OF SWAYZEE INDIANA**  
213 S WASHINGTON STREET  
SWAYZEE, INDIANA 46986

**DESIREE ARENAS**  
**CLERK TREASURER**  
765-922-7953

**AARON TRAVIS**  
**COUNCIL PRESIDENT**

**REGULAR COUNCIL MEETING**

January 16, 2023  
Swayzee Town Hall

Meeting was called to order at 7:00 p.m. by President, Aaron Travis.

Present were Aaron Travis, President; Paul Hamilton, Vice President; Heather Zirkle, Austin Roark and Rhonda Fagan, Town Board Members.

Also in attendance were: Desiree Arenas, Clerk Treasurer; Kyle Persinger, Town Attorney; Trey Boswell, Town Manager

Visitors: Eric Woodmansee with AME Consulting, Brittany Riner; Media, JoLynn Dowling, customer and Aaron Solms with Solm Excavating.

Aaron Travis led the Pledge of Allegiance.

Elections for 2023 President and Vice President.

Rhonda Fagan made a motion to nominate Aaron Travis for President in 2023. Paul Hamilton seconded the motion. The motion was approved with a vote of 4-0-1.

Aaron Travis made a motion to nominate Paul Hamilton for Vice President in 2023. Heather Zirkle seconded the motion. The motion was approved with a vote of 4-0-1.

Aaron Travis made a motion to accept the December 12, 2022 Regular Meeting Minutes. Paul Hamilton seconded the motion. The motion was approved with a vote of 4-0-1.

Paul Hamilton made a motion to accept the December 12, 2022 Executive Meeting Minutes. Heather Zirkle seconded the motion. The motion was approved with a vote of 4-0-1.

The first Public Hearing for a rate increase was conducted during the meeting. It started at 7:01 pm and ended at 7:03 p.m. The second Public Hearing for a rate increase will be February 20, 2023. Stair Step Rate Increase will be the first rate increase. This rate increase will be to cover the interest rate on the Sewage Works Bond Anticipation Note loan.

## **VISITORS**

Aaron Solms from Solms Excavating introduced himself to the council. He has helped Trey with two water main breaks. Trey suggested Mr. Solms be an emergency contact person to assist until a full time person is hired.

JoLynn Dowling came to counsel with a complaint against Marshal Wilber.

Eric Woodmansee informed the council that AME Consulting USUA-RD has been submitted.

The ADA Transition Plan for sidewalks requires work to be done in a 10-year span. The Town of Swayzee will have to contribute \$15,000 a year for sidewalks under the ADA Plan.

Eric Woodmansee will update the organizational chart removing the Park Board for the ADA Transition Plan.

Eric Woodmansee also discussed Sewer Bans and will email Kyle Persinger with information about these bans.

Rhonda has been in contact with Steve Reiff from the Economic Growth Council. There was discussion of the possibility of having them be involved in helping bring needed growth to Swayzee. A committee would need to be formed. The committee would consist of 5 Swayzee residents.

## **CLERK TREASURER**

Council reviewed Resolution 2022-44 Adopting The Americans with Disabilities Act (ADA) Transition Plan for Pedestrians Facilities in the Public Right of Way. This will be signed in the February meeting.

Pam Binnion 205. E Allen St. Sims, won the Swayzee Christmas Light Contest. Ms. Binnion was presented with a \$100 gift certificate. She thanked everyone.

Shaun Robinson Auto Body Paint LLC (S&S) was chosen to repair the 2022 Dodge Ram. Their quote was \$820.13. This was the lowest quote the town received. The work was completed on January 5th.

There was discussion about the Lodge and the fact that the town is still paying for the electric bill. The question presented was should the Swayzee Volunteer Fire Department pay this bill as they are only ones using the facility. It was decided that Kyle will compose a Liability Release letter for the Fire Department to sign. This letter will include the age requirement to enter the building. Desiree will compose a "sign-in" and "sign-out" log for anyone entering The Lodge.

Rhonda Fagan made a motion to review and sign the Swayzee Firearms Ordinance No. 2022-47. Paul Hamilton seconded the motion. The motion was approved with a vote of 5-0.

Desiree has completed the W-2's and has distributed them to all employees.

The letter from Aaron Travis, Town Council President has been sent to Keystone and will be in the February bill.

The Town of Swayzee has received the invoice for the Lucas Device. The bill was expected a year ago. The cost of this device was \$10,350.00. This expense brings a new balance of \$3585.00 in the ARP Fund.

## **TOWN MANAGER**

On Tuesday January 3rd, Trey accepted Patrick Kendall's resignation letter. Patrick is going to work for the Town of Sweetser as their Wastewater Operator. Patrick returned his keys and town vehicle that same day. He returned his town issued cell phone on Friday January 6th. Patrick gave a 2 weeks notice but he and Trey agreed that it would be in everyone's best interest to terminate immediatly.

There was a main water break at Jack Johnston's house located at 702 E Lyons St. Due to being short staffed (Patrick's resignation) Trey contacted the Utility Department at Converse to see if they could assist in the excavation, but they were unavailable. Trey contacted Aaron Solms of Solms Excavating and he was able to bring a crew on Friday January 6th to repair the leak. Aaron and his crew did a very good job with responding to this emergency and charged us a fair price on the repair work that was completed. Trey has talked with Aaron about being our on-call excavation crew for the time being while we are in the hiring process. Aaron agrees and has been very helpful.

There was a water main leak on E. Lyons St. Aaron Solms from Solms Excavating was available to come assist to repair the water leak. This was on Sunday morning January 15, 2023.

Angie Moyer is working to complete the first round of 2023 CCMG project. The project needs to be submitted by January 27, 2023. The streets that have been prioritized are W. Clark Street, N. Smith Street, W Marks Street, S Sims Street, and N 1st Street for this round. Also included are the ADA ramps located at the intersection of W Marks Street and South 2nd Street?. Angie has a representative from Brooks Paving that will submit the cost analysis for this round's project.

Trey had 4 applications submitted for the Full Time Utility Position. There have been 3 others inquiring about the position. They insinuated that they will apply before the January 22nd deadline. The first round interviews will be at the beginning the week of January 23rd - 27th.

Trey recommended that the town hire Phillip Howell to fill the Part-Time Utility Position. Phil lives in Swayzee on Carter Lane with his wife Suzanne and their 2 kids. Phil is recently going through a career change and is looking to work for the Town on a part time basis. Phil will be a very dependable addition to our utility team. Phil plans to work approximately 20 hrs a week to start (Monday - Thursday, 8:00 am - 12:00 pm). Phil is also open to the idea of helping with Friday, weekend testing and or increasing his hours once he becomes more comfortable with the testing requirements.. Phil will mostly be assisting me with the day to day processes of testing and lab work at the water and wastewater treatment plants. Phil will also be trained in all the necessary maintenance work that Jeff Duncan has done for us in the past.

Paul Hamilton made a motion to hire Philip Howell for the Part Time Utility Position at \$15.00 an hour for up to 30 hours per week. Austin Roark seconded the motion. The motion was approved with a vote of 5-0.

### **TOWN ATTORNEY**

Mr. Persinger reported that there is no update on the Philabaum Building. Kyle reported that it is up to Mr. Philabaum to schedule the asbestos removal.

### **TOWN MARSHALL**

Marshal Wilber presented his monthly report to the Council.

He attended the Grant County EMA Board Meeting.

Deputy Officer Chad VanErman started full time duty. Marshal Wilber has been familiarizing him with the Town Ordinances.

Marshal Wilber requested Deputy VanErman be provided a cell phone.

Marshal Wilbur and Deputy Officer VanErman requested funds to provide unlimited car washes for the Swayzee Police Department vehicles.

A motion to adjourn the meeting was made by Paul Hamilton. The motion was seconded by Aaron Travis. The motion was approved with a vote of 5-0.

The meeting was adjourned at 8:39 p.m.

The next Town Council Meeting will be February 20, 2023.

  
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Aaron Travis, President

  
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Desiree Arenas, Clerk Treasurer

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**AARON TRAVIS**  
**COUNCIL PRESIDENT**

**EXECUTIVE SESSION**

January 16, 2022  
Swayzee Town Hall

Present were Aaron Travis, President, Paul Hamilton, Vice President, Rhonda Fagan, Heather Zirkle and Austin Roark, Town Board Members.

Also in attendance were Desiree Arenas, Clerk Treasurer and Kyle Persinger, Town Attorney.

Meeting was called to order at 8.49 pm by President Aaron Travis.

Discussed department needs.

A motion was made by Paul Hamilton to adjourn the meeting. The motion was seconded by Heather Zirklen. The motion was approved with a vote of 5-0. The meeting was adjourned at 9:56 p.m.

Date: January 16, 2022

  
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Aaron Travis, President

  
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Desiree Arenas, Clerk Treasurer