

The Common Council of the City of Knox met in regular session at the Knox City Hall at 7:00 PM CST on Monday, December 23, 2013 with the following members present: Mayor, Rick Chambers; Clerk-Treasurer, Jeff Houston; Councilmembers, Greg Matt, Don Kring, Jeff Berg and Linda Berndt. Councilmember, Ron Parker and City attorney, Dave Matsey were absent.

RE: APPROVAL OF MINUTES

Minutes of the previous months meeting were mailed to the Councilmembers prior to the meeting for their review. Jeff Berg made a motion, seconded by Don Kring to approve the minutes as presented. Motion passed with Four (4) ayes and No (0) nays.

RE: CITIZENS COMMENTS - RAY STEPHENSON, PARK BOARD

Ray Stephenson, Park Board President, came before the board with two proposals to raise more money for the department. The board would like to add a \$5.00 per season charge to each child playing baseball. The money could go to funding some of the parks maintenance.

Mr. Stephenson also noted that the profits from the concession stand have dropped in recent years. The board would like to find a way to bring some of that money back, perhaps by charging a flat fee. Mayor Chambers suggested having the concession stand open on a regular basis, such as weekends during the summer. Stephenson said that concession stand currently charges 15% of the income generated, but that umpire fees are taken out first. He suggested charging a fee of perhaps \$400.00 a month to run the stand to ensure a reliable income. Mayor Chambers said he would run the ideas past the City Attorney to see what can be done.

RE: TRANSFER OF FUNDS - RESOLUTION #899

Clerk-Treasurer Houston presented Resolution #899 - Transfer of Funds to the Council. Greg Matt made a motion seconded by Linda Berndt to approve Resolution #899 by title only. Motion passed with Four (4) ayes and No (0) nays.

RESOLUTION #899  
TRANSFER OF FUNDS

WHEREAS; the Clerk-Treasurer has advised the Common Council a transfer of funds is now required in the General, Motor Vehicle Highway, Park and Recreation, and the River Boat Revenue Fund for the payment of vouchers.

BE IT RESOLVED; by the Common Council of the City of Knox that the Clerk-Treasurer is hereby allowed and directed to make the following transfer of funds.

GENERAL FUND:

Mayor's Office	406.28	from	101002221-Office Supply
	45.88	to	101002112-Secretary Salary
	360.40	to	101002334-Promotional Expense
City Judge	120.00	from	101004331-Pauper Attorney
	120.00	to	101004113-Bailiff
Police Department	2,672.92	from	101005118-patrolman
	500.00	to	101005119-PT Patrolman
	125.00	to	101005122-Crossing Guard
	2,047.92	to	101005338-Training
Fire Department	6,206.56	from	101006339-Fire Calls
	6,206.56	to	101006222-Gas, Oil, Tires, Other
Board of Works	4,000.00	from	101007111-City Attorney
	4,896.47	from	101007334-Insurance
	56,836.00	from	101007337-Hydrants
	65,732.47	to	101007134-Insurance City Share
	1,650.00	from	101007131-Fica
	1,650.00	to	101007132-Perf City Share
Plan Commission	529.99	from	101008332-Postage, Travel, Phone
	529.99	to	101008444-Computer

MOTOR VEHICLE HIGHWAY FUND:

MVH	4,295.04	from	201009113-Labor
	2,507.76	to	201009111-Superintendent
	1,600.00	to	201009112-Labor
	187.28	to	201009131-FICA

PARK AND RECREATION FUND:

Park Department	912.11	from	216010447-Equipment
	700.00	from	216010446-Picnic Tables
	2,918.44	from	216010443-Fencing
	886.85	from	216010442-Shelter
	1,833.58	from	216010339-Official Bond
	6,136.75	to	216010445-Playground
	1,114.23	to	216010301-Contractual Services

## RIVER BOAT REVENUE FUND:

River Boat	4,636.53 from 245001334-Insurance
	4,636.53 to 245001344-Repair, Maintenance

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Rick Chambers, Mayor

Attest:

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Jeffery J. Houston, Clerk-Treasurer

RE: RESOLUTION #900 - ENCUMBRANCES

Clerk-Treasurer Houston presented Resolution #900 Encumbrance to the Council. Jeff Berg made a motion, seconded by Greg Matt to approve Resolution #900 Encumbrances by title only. Motion passed with Four (4) ayes and No (0) nays.

RESOLUTION #900  
ENCUMBER FUNDS  
FROM 2013 TO 2014

## GENERAL FUND:

Board of Works	\$163,378.52 from 101007134-Insurance City Share (Anthem Blue Cross and Blue Shield)
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## PARK AND RECREATION FUND:

Park and Recreation	\$ 1,362.00 from 216010301-Contractual Services (Momper)
Park and Recreation	\$ 11,399.00 from 216010445-Playground Equipment (Kidstuff Playsystems)

## CUMULATIVE SEWER TREATMENT FUND:

CST	\$ 39,276.87 from 433016444-Equipment (Seldge)
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Rick Chambers, Mayor

Attest:

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Jeffery J. Houston, Clerk-Treasurer

RE: CLERK-TREASURER'S REPORT

Clerk-Treasurer Houston gave the work schedule for the holiday season for City Hall.

The City has received the 1782 notice back from the state. The budget was within \$88.00 of the maximum levy. The Cumulative Capital Development Fund was fully funded at 5¢ per \$100.00 of assessed value. The fund can be used for any legitimate City purpose, but the other cumulative funds weren't funded, so the council will need to weigh the needs as different projects come up. The appropriate letter was sent back in as accepting the budget as advertised and submitted.

We used to read the meters that showed water usage on about the 9th of the month then calculate the amounts and manually enter figures into the computer and bill for the following month. A problem like a leak might not be caught for 8 or more weeks. In an effort to bring the readings more in to real time and catch any problems sooner the city has been gradually moving the reading date closer to the billing date. This was done over a three month period. By January the readings will be done on about the 23rd and the bills sent out the last work day of the month. This should also cut down on outstanding bills left when people move and leave an unpaid bill.

RE: MAYOR'S REPORT

Mayor Chambers reported the following items: The lift station on Claybaugh and Heaton Street is on line. they won't be able to pave due to the time of the year. The contractor will also not pull the old lift station until they are sure everything is working alright. Some electrical work remains to be done. The major problem has been the gallons per minute of the pump. the pump was designed to be able to install different impeller sizes, but so far it still hasn't operated at the capacity called for.

Dave Matsey is still checking with the State Board of Accounts on WHAT, if anything can be done about Wayne Noah, the fireman that was injured earlier this year.

The City met last week on the comprehensive plan with a company from Indianapolis. We will have public meetings with Citizens, merchants and retailers on their ideas of what direction people would like the City to go. They will then put together a plan and work with an engineer from Portage to help lead us along and look for funding the things we want to do.

The animal control officer resigned due to health reasons. He will stay on for emergencies and to train someone new for the job. The Mayor will advertise for someone after the first of the year.

The Mayor is working on appointments for 2014. He has been on the KIRPC board the last couple of years and will stay on it, unless someone also wants it.

Greg Matt will remain on the Starke County Economic Development Foundation.

Three appointments for the planning commission will be made in January as well as one on the park board.

The Mayor gave a report on the MVH department for activity during the year as well as the last snow storm.

RE: WATER LINE FOR JAIL

Mayor Chambers handed out some general notes from the bid specs for the project. They included the following note:

4. At the time of this design there had not been any locates done for underground utility information. Underground utility information is based on design drawings and available as-built information provided by the city of Knox water department. Before any excavation call 811 for underground utility location. Neither the owner nor the engineer make any representations as to the accuracy of these locations. The contractor shall be responsible to verify actual locations. Elevations, and sizes of any existing utilities which may in any way affect or be affected by the work.

Mr. Milo couldn't locate the line and spent Five (5) hours trying to locate it in spite of the fact that he installed the original water line. He turned in a change order at the board of works meeting charging an additional \$1,200.00. The c/o was denied by the Board of Works. There is some variance between the engineer and the "as built" plans. If Mr. Milo wants to come before the council or board of works again, they will listen to what he has to say.

RE: COUNCIL ITEMS

The snowmobile ordinance was discussed. There was damage to Jeff Berg's sidewalk that he believes was probably caused by a snowmobile. The Mayor noted that there is an ordinance on file and there are restrictions on where they can be driven. He will give a copy to the press so it can be advertised.

RE: VOUCHERS AND ALLOWANCES

The following properly filed vouchers (see Voucher Docket Book, Voucher #17798 - #17859 inclusive) were presented and approved.

There being no further business to come before the council the meeting upon motion was duly adjourned.

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Rick Chambers, Mayor

Attest: \_\_\_\_\_  
Jeffery J. Houston, Clerk-Treasurer