

The Common Council of the City of Knox met in regular session Tuesday December 11, 2018 in the Knox City Hall at 7:00 PM CST with the following members present: Mayor, Dennis Estok; Clerk-Treasurer, Jeff Houston; Councilmembers, Don Kring, Bertha Blue, William Gustafson, Jeff Berg, and City Attorney, Leslie Baker. Councilmember, Ron Parker was absent.

There were no amendments to the agenda.

RE: APPROVAL OF MINUTES 11/27/18

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

RE: ORDINANCE #1171 – WATER TAP

Clerk-Treasurer, Jeff Houston presented Ordinance #1171 to the Council. It is an amendment to the existing Water Tap Ordinance #950. He explained that the new ordinance incorporates the new rates. The old ordinance was written in 1996 and rates have been raised since then.

The Clerk-Treasurer noted that a resident wanted a tap with a fazed in fee. The old schedule only allowed for \$350.00 for the tap that is now \$700.00, Jeff Berg made a motion, seconded by Don Kring to approve Ordinance #1171 on first reading. Motion passed with Four (4) ayes and No (0) nays.

Bertha Blue made a motion, seconded by Jeff Berg to suspend the rules and have a second and final vote. Motion passed with Four (4) ayes and No (0) nays.

Bertha Blue made a motion, seconded by William Gustafson to approve Ordinance #1171 on second and final reading. Motion passed with Four (4) ayes and No (0) nays.

WATER TAP  
ORDINANCE #1171

CITY OF KNOX  
ORDINANCE TO AMEND ORDINANCE #950 TO THE KNOX CODE  
CHAPTER 19, ARTICLE 1, SECTION 19-1 (D)

WHEREAS, the City of Knox finds it advantageous for its citizens to be connected to the City’s water system.

WHEREAS, the City of Knox recognizes in many cases residents are unable to bear the full cost of tapping on to the City’s water system at the time of making the connection.

NOW, THEREFORE, BE IT ORDAINED by the Common Council, City of Knox, that Chapter 19, Article I, Section 19-1 (D), shall be amended to read as follows.

(d) Tap charge: A tap charge shall be collected from each customer, prior to the connection to the water system. This charge shall be collected pursuant to the following schedule.

(1) Residential connections:

Up to and including 1” connection: \$700.00 (City furnishes meter and completes tap)

(2) Commercial and industrial connections:

Up to and including 2” Connection: \$700.00 (plus cost of meter and construction costs)

Over 2” up to and including 6” Connection: \$1,240.00 (plus cost of meter and construction costs)

Over 6” Connection: \$1,855.00 (plus cost of meter and construction costs)

Commercial customers are responsible for cost of meter and construction costs. Water Department personnel must be present for and approve tap. Meter choice must be approved by the Water Superintendent.

In no event shall the charge for such connections be less than \$700.00. The residential property owner may pay installments over 18 months; however, the amount for the tap on shall be an additional Fifty (\$50.00) dollars with the first payment in the amount of Seventy (\$70.00) dollars paid to the Knox Utility Office prior to tapping on to the City’s water system. The remaining 17 payments in the amount of Forty (\$40.00) dollars shall be added to the user’s monthly bill.

Ordinance #1171 Passed and adopted by the Common Council, of the City of Knox, Starke County, Indiana, this 11th day of December 2018.

KNOX CITY COUNCIL:

\_\_\_\_\_  
Ronald Parker, Council President

\_\_\_\_\_  
Donald Kring, Councilmember

\_\_\_\_\_  
Bertha Blue, Councilmember

\_\_\_\_\_  
Jeff Berg, Councilmember

\_\_\_\_\_  
William Gustafson, Councilmember

Approved by the Mayor of the City of Knox, this 11th day of December 2018.

\_\_\_\_\_  
Dennis Estok, Mayor

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

RE: RESOLUTION #977 – TRANSFER OF FUNDS

Clerk-Treasurer Houston presented Resolution #977 Transfer of Funds to the Council. He noted that there will be another one at the last meeting of the year to make sure all accounts are in the black.

Jeff Berg made a motion, seconded by William Gustafson to approve Resolution #977. Motion passed with Four (4) ayes and NO (0) nays.

RESOLUTION #977  
Transfer Funds

WHEREAS; the Clerk-Treasurer has advised the Common Council a Transfer of Funds is now required in the General, Park and Recreation, Riverboat, CEDIT and Cumulative Sewer Treatment Funds.

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:

Clerk-Treasurer	562.00 from 101001114-Assistant Clerk 500.00 to 101001221-Office Supplies 62.00 to 101001339-Bonds/Dues
City Judge	500.00 from 101004444-Equipent 500.00 to 101004336-Repairs/Maintenance
Police Department	2,316.38 from 101005113-Sergeant 9,583.25 from 101005444-Squad Car 373.50 to 101005114-Corporal 712.00 to 101005117-Patrolman 300.88 to 101005122-Crossing Guard 430.00 to 101005123-Clothing Allowance 100.00 to 101005124-Special Clothing 300.00 to 101005333-Buy Money 200.00 to 101005336-Radio Repair 2,500.00 to 101005337-Repair Equipment 6,983.25 to 101005441-Radio/Computer
Fire Department	6,792.58 from 101006443-Radios 5,516.54 from 101006337-Annual Pump Testing 696.00 to 101006221-Office Supply 306.00 to 101006332-Postage, travel, telephone 2,382.25 to 101006333-Education/Training 3,707.41 to 101006336-Repair Equipment 4,690.00 to 101006339-Fire Calls 527.46 to 101006444-Personal Protective Equipment
Board of Public Works	3,555.03 from 101007334-Insurance 1,555.03 to 101007315-Codification of Ordinance 2,000.00 to 101007335-Utilities
Sanitation	500.00 from 101012340-Animal Control Officer 500.00 to 101012112-Ordinance Officer
City Hall	4,972.01 from 101013340-Repairs/Maintenance 178.36 to 101013221-Copy Machine 3,316.67 to 101013335-Utilities 1,476.98 to 101013339-Custodian

## MOTOR VEHICLE HIGHWAY FUND:

MVH	3,514.00 from 201009120-Overtime 3,285.00 from 201009338-Tree Removal 10,767.00 from 201009363-Street Improvements 2,000.00 from 201009336-Repair Equipment 1,218.11 from 201009233-Bituminous Material 811.44 from 201009229-Supplies 2,900.00 to 201009111-Superintendent 2,500.00 to 201009112-Assistant Superintendent 253.55 to 201009234-Gravel/Sand 15,942.00 to 201009445-Truck/Equipment
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## PARK AND RECREATION FUND:

Park and Recreation	2,158.62 from 216010229-Supplies 1,178.93 to 216010301-Prof. Services 979.69 to 216010335-Utilities
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## CREDIT FUND:

Cedit	1,030.00 from 330001407-Building Addition
	2,931.15 from 330001406-Buildings
	28,312.63 from 330001339-Grant Matches
	13,889.11 to 330001330-Engineering Services
	17,682.67 to 330001332-Computer/Radio
	702.00 to 330001340-Garbage Pick Up

\_\_\_\_\_  
Dennis Estok, Mayor

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

RES: RESOLUTION #978 – AUTHORIZING APPLICATION FOR HOUSING REHAB GRANT

Mayor Estok presented Resolution #978 authorizing the Mayor to sign the application for rehab housing grant from IHCD.

Don Kring made a motion, seconded by Jeff Berg to approve Resolution #978. Motion passed with Four (4) ayes and No (0) nays.

RESOLUTION #978  
RESOLUTION OF THE City of Knox, INDIANA  
[HEREAFTER REFERRED TO AS “APPLICANT”]

AUTHORIZING THE SUBMITTAL OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (“CDBG”) APPLICATION TO THE  
INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY; RECEIPT OF CDBG FUNDS; AND ADDRESSING  
RELATED MATTERS

WHEREAS, the Applicant recognizes the need to stimulate growth and to maintain affordable housing to benefit its citizens;

WHEREAS, the Housing and Community Development Act of 1974, as amended, allows the Indiana Housing and Community Development Authority (“IHCD”) to award grants to local units of government to meet the affordable housing and community development needs of low and moderate income persons; and

WHEREAS, the Applicant has conducted or will conduct a public hearing prior to the submission of an application to IHCD, to assess the housing, public facilities, and economic needs of low and moderate income residents.

NOW THEREFORE, BE IT RESOLVED THAT; The Chief Elected Official (“CEO”) is authorized to apply for and receive an award in the amount of up to the sum of One Hundred Ninety Five Thousand and Five Hundred and 00/100 Dollars (\$195,000.00) in Community Development Block Grant (“CDBG”) funding to address conditions relating to City of Knox in Knox (location), Indiana, and to execute and administer resultant grant including requisite general administration and management, contracts and agreements according to the terms and conditions as are more particularly set forth in IHCD’s and the U.S. Department of Housing and Urban Development’s (“HUD”) published policies, procedures and regulations, as amended from time to time; and as are set forth in the application.

FURTHER RESOLVED, funds in the amount of ten percent (10%) of the CDBG award shall be and hereby are set aside for this activity. Such commitment fulfills the minimum leverage requirement for the CDBG request and is to be contingent upon receipt of CDBG funding from IHCD.

FURTHER RESOLVED, that the following individuals:

Dennis Estok, Mayor

Jeffery J. Houston, Clerk-Treasurer

be, and each hereby is, authorized, empowered and directed to execute, acknowledge and deliver in the Applicant's name and on its behalf any and all applications, grant agreements, documents, covenants binding real estate, instruments or writings, as are necessary and/or as appropriate to consummate this application and receipt of CDBG Funds.

RE: APPROVAL OF 2019 HOLIDAY SCHEDULE

Mayor Estok presented the 2019 Holiday Schedule to the council for their consideration. He noted that the new employee hand book outlined the procedure to pass the schedule. The list is first approved by the board of works and then the council. The Board of Works already approved the schedule at the last meeting. A general discussion took place concerning the inclusion of the two election days as holidays, however no changes to the list were made at this time.

Bertha Blue made a motion seconded by Jeff Berg to approve the list as presented. Motion passed with Four (4) ayes and No (0) nays.

2019 Holiday Schedule

January 1 Tuesday-New Year’s Day 2019, January 21 Monday-Martin Luther King Jr. Day, February 18 Monday-President’s Day, April 19 Good Friday, May 7 Tuesday-Election Day, May 27 Monday-Memorial Day, July 4 Thursday-Independence Day, September 2 Monday-Labor Day, October 14 Monday-Columbus Day, November 5 Tuesday-Election Day, November 11 Monday-Veteran’s Day, November 28 Thursday-Thanksgiving Day, November 29 Friday-Day After Thanksgiving, December 24 Tuesday-Christmas Eve, December 25 Wednesday-Christmas Day, January 1 Wednesday-New Year’s Day 2020, October 31, 2019 Thursday-Trick or Treat Hours 5:30 – 7:00 PM

RE: APPROVAL OF 2019 COUNCIL MEETING SCHEDULE

Mayor Estok presented the 2019 Council meeting schedule to the Council Don Kring made a motion, seconded by Jeff Berg to approve the schedule as presented. Motion passed with Four (4) ayes and No (0) nays.

2019 CITY COUNCIL MEETINGS  
PLACE: KNOX CITY HALL  
TIME: 6:45 P.M. CLAIMS AVAILABLE FOR COUNCIL  
7:00 P.M. MEETING BEGINS  
\*\*Regular meetings held: 2nd & 4th Tuesday of each month\*\*

TUESDAY- JANUARY 8, TUESDAY- JANUARY 22, TUESDAY - FEBRUARY 12, TUESDAY - FEBRUARY 26, TUESDAY - MARCH 12, TUESDAY - MARCH 26, TUESDAY-APRIL 9, TUESDAY-APRIL 23, TUESDAY - MAY 14, TUESDAY-MAY 28, TUESDAY-JUNE 11, TUESDAY-JUNE 25, TUESDAY-JULY 9, TUESDAY-JULY 23, TUESDAY - AUGUST 13, TUESDAY - AUGUST 27, TUESDAY -SEPTEMBER 10, TUESDAY- SEPTEMBER 24, TUESDAY - OCTOBER 8, TUESDAY - OCTOBER 22, TUESDAY - NOVEMBER 12, TUESDAY - NOVEMBER 26, TUESDAY - DECEMBER 10, TUESDAY - DECEMBER 26  
(Tuesday 12/24 and Wednesday 12/25 Christmas holiday. Council meeting will be held on Thursday 26th.)

RE: CLERK-TREASURER'S REPORT

Clerk-Treasurer, Jeff Houston, reported that the City phones had been down for two days and apologized for any inconvenience to citizens. He believed they are fixed now.

The department has been working on the Community Crossings Grant and the Blight Elimination Grant. There is still about \$36,000.00 of Blight Elimination money available.

The City received the fall settlement from the county in the amount of \$630,000.00. It was a few thousand more than we anticipated due to a tax sale held this year. We also received \$568.00 in sewer lien money from liens that were filed.

The loan from the Cumulative Capital Park Improvement Fund to the Park and Recreational Fund in the amount of \$15,000.00 has been paid back.

The City received the budget order from the State for 2019 and the budget was approved as requested. The city was within \$78.00 of the max levy amount.

RE: MAYOR'S REPORT

The Mayor told the Council the Board of Works will approve the Board of Works meeting schedule.

The City has room for two more houses for the Blight Grant. House must be abandoned or blighted. The City is going to start receiving the deeds for previous purchased properties back from the Development Foundation.

The Mayor handed out a list of Council appointed board openings that are up for reappointment.

UP FOR REAPPOINTMENT FROM COUNCIL

<u>Board</u>	<u>Member</u>	<u>Term Ending</u>	<u>Term Length</u>
BZA	Vacant (Darrin Pinder's seat ending 12/31/21)	12/31/18	4 yr term
Redevelopment Commission	Jeff Berg	12/31/18	1 yr term
	Jerry Gurrado	12/31/18	1 yr term
Plan Commission	Donald Kring	Follows the term of office or change	
	Ron Parker		
	Bertha Blue		
Starke County Economic Development Foundation	Jeff Berg	12/31/18	1 yr term
Starke County Solid Waste	Bertha Blue	12/31/18	1 yr term

RE: VOUCHERS AND ALLOWANCES

The following properly filed vouchers (see Voucher Docket, Voucher #26546 - #26630 inclusive) were presented and approved.

There being no further business to come before the Council at this time the meeting upon motion was duly adjourned.

\_\_\_\_\_  
Dennis Estok, Mayor

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