



**MINUTES**  
**Winfield Town Council Meeting**  
**Meeting date: Tuesday, April 28th, 2020**

**Call to Order:** A meeting of the Winfield Town Council was held at the Winfield Government Center, 10645 Randolph Street, Winfield, Indiana on April 28th, 2020. The meeting convened at 6:30 PM. The Pledge of Allegiance was recited.

Due to the COVID-19 Pandemic, Governor Holcomb issued Executive Order 20-04 and Executive Order 20-09 which allows municipal government council and board meetings to take place with no elected or appointed official physically present and all may attend by phone or video.

Rick Anderson conducted roll call:

**Members in attendance in person:** Gerald Stiener, and Tim Clayton

**Members in attendance via Zoom:** Dave Anderson, Jon Derwinski, and Zack Beaver

**Members not in attendance:**

**Also in attendance:** Attorney David Austgen from Austgen Kuiper Jasaitis P.C.; Rick Anderson, Clerk-Treasurer; Mike Duffy, Town Engineer (via Zoom); Nick Bellar, Town Administrator/Planning and Zoning Administrator (via Zoom); and Kim Wachowski, Recording Secretary (via Zoom).

**APPROVAL OF MINUTES:**

Dave Anderson made the motion to approve the Town Council Meeting of March 10, 2020. Tim Clayton seconded the motion. A voice vote found all in favor 5-0.

**PUBLIC COMMENTS (Agenda Items):** None.

**CITIZEN REQUESTING PLACEMENT ON AGENDA (Non-related to the Agenda):** None.

**UNFINISHED/DEFERRED BUSINESS:**

**NEW BUSINESS:**

**1. *Resolution 2020-07, Local Disaster Emergency Declaration and Actions Taken by Winfield Town Council Regarding COVID-19 Pandemic.***

Rick Anderson explained this declares a local disaster and includes emergency National/State/Local precautions for the COVID-19 Pandemic. This references actions that have been taken including the way meetings may be conducted. It allows late fees for local municipal utility bills to be waived for March, April, and May. It also addresses the shortened hours implemented to maintain social distance amongst Town employees. Dave Anderson made the motion to approve Resolution 2020-7, Local Disaster Emergency Declaration and Actions taken by Winfield Town Council Regarding the COVID-19 Pandemic. Tim Clayton seconded the motion, the motion carried with all in favor 5-0.

**2. *Change Order #2, Gough, Inc., Randolph Street Park Project, Deduct \$32,546.29.***

Rick Anderson said this a deduct due to quantity adjustments and change out with the pavilion. Mike Duffy stated that is correct and he has reviewed the change order. The town self-funded the pavilion so they had to remove that amount from Gough's contract. Tim Clayton made the motion to approve Change Order #2 to Gough Inc. for the Randolph Street Park Project deduct amount of \$32,546.29. Dave Anderson seconded the motion, the motion carried with all in favor 5-0.



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**3. Pay Application #3, Gough, Inc., Randolph Street Park Project \$16,641.90.**

Rick stated this was reviewed by Mike Duffy. They are withholding retainage around the amount of \$29,000 for a few punch list items that still have to be completed. Dave Anderson stated there is an issue with the concrete around the pillars of the pavilion. Mike Duffy said he talked with Gough about that and they believe it's the foundation for the base for the posts have settled different from the slab so he will meet with Tim from Gough to review it. They are also aware of the other punch list items for grading and seeding. They will have clean up work to do after they finish the playground surface as well. Dave asked if they should hold off on this pay application then with the number of outstanding items left. Mike stated the amount of retainage should cover the items. Dave wants to make sure that amount will cover everything. Nick Bellar asked if these items were itemized or if they had already paid for the concrete. Rick explained they have paid 90% of the concrete, the 10% goes into the retainage. Mike said this is like any other punch list project where retainage is withheld until all outstanding items are satisfied. Nick said there was also some puddling in the center of the pavilion as well and wants that known so it is also included in the concrete corrections needed along with the cracking around the posts. Dave Anderson wants to make sure they have the funds covered in case they have to rip the slab out and pour a new slab. Attorney Austgen recommended they not move forward with the payment on the condition of determining the cost of the replacement of the concrete work. Zack Beaver agreed that they should not pay it if they do not know what it will cost to replace the concrete. Dave Anderson made the motion to defer this pay application to the next Town Council meeting. Zack Beaver seconded the motion, the motion carried with all in favor 5-0.

**4. Added Agenda item, Resolution 2020-8 Declaring May as Mental Health Awareness Month in the Town of Winfield.**

Tim Clayton stated with the current situation with the COVID-19 Pandemic and Stay at Home Order the issue of mental health weighs heavily. In general, in the past young people have struggled with this and have taken their own lives and he would like the town to do its part to spread awareness of this issue. This will be at no cost to the town it will just include posting on the town's social media and will go in hand with Governor Holcomb's bewellindiana.org website that helps people who are feeling isolated alone in their houses. He would also like to put signs up around town to reach out to people and offer encouragement and direct people to the website. Gerald Stienen agreed it was a good idea. Tim Clayton made the motion to approve Resolution 2020-8, Declaring the Month of May as Mental Health Awareness Month in the Town of Winfield. Dave Anderson seconded the motion, the motion carried with all in favor 5-0. Tim thanked the Council for their support and said he would work with Kim Wachowski to get the message out on Facebook and encouraged the Council to add anything related they see to promote awareness.

Dave Anderson also added Highland gave tasers to the Winfield Police Department and the Town Council needs to have a Resolution to accept them. He would like to see that on the next Town Council meeting. Zack Beaver stated they would need a policy put in place for proper training and storage for them. Dave said they can accept them and hold them until the officers complete training.



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Mike Duffy stated the early phases of Stonegate are in maintenance, he and Nick marked up the areas that needed to be addressed. The developer is currently 90% done with the sidewalks and curbs. They still have to crack seal the roadway. He will not recommend to release the maintenance bond until they are completely done but he wanted to ask the Council if they would be comfortable with him and Nick signing off on the completion to recommend Rick Anderson release the bond in case this happens and meetings have to be rescheduled or canceled with the current situation. Gerald Stiener said he would rather the Council take action on this at a regular Council meeting. Gerald said he was notified by a resident that a sidewalk is missing on the north side of 120<sup>th</sup> Pl. at the intersection of Orange Street. Mike said that is in Providence at Stonegate. Nick said they did notice that before and the resident in the area gave them a list of other places missing sections of sidewalk. Nick said they did let Doug Ehens know about those and informed him of where they needed to be installed. Gerald said he did not want those to be missed.

**TREASURERS REPORT:**

Rick Anderson presented the Treasurer’s Report through March 31, 2020 and routine claims-to-date in the amount of \$327,763.22. Tim Clayton made a motion to pay the claims in the amount of \$327,763.22. Dave Anderson seconded the motion. After no further discussion the motion carried with all in favor 5-0.

**ANNOUNCEMENTS:** Next Town Council meeting is scheduled for May 12<sup>th</sup>, 2020

**ADJOURNMENT:**

Gerald Stiener made a motion to adjourn and it was seconded by Dave Anderson. All were in favor, the motion carried 5-0. The meeting adjourned at 6:50 p.m.

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Gerald Stiener  
Town Council President

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Richard C. Anderson, Jr.  
Clerk-Treasurer

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Kim Wachowski  
Recording Secretary

Date of Approval \_\_\_\_\_