



MINUTES
Winfield Town Council Meeting
Meeting date: Tuesday, January 24, 2023

Call to Order: A meeting of the Winfield Town Council was held at the Winfield Government Center, 10645 Randolph Street, Winfield, Indiana on Tuesday, January 24, 2023. The meeting convened at 7:00pm. The Pledge of Allegiance was recited.

Rick Anderson conducted roll call:

Members in attendance: Zack Beaver, Jon Derwinski, Dave Anderson, Tim Clayton and Michael Lambert

Members not in attendance: None

Also in attendance: Attorney David Austgen from Austgen Kuiper Jasaitis P.C.; Nick Bellar, Town Administrator/Planning and Zoning Administrator; Rick Anderson, Clerk-Treasurer; Michael Duffy & Shaun Finney, Engineers, DLZ; Tony Clark, Public Works Director, Dan Ball, Town Marshal and Pamela Spengler Recording Secretary.

MINUTES TO BE APPROVED:

Dave Anderson made a motion to approve the minutes from the Town Council Executive Session of December 13, 2022, and Town Council Meetings of December 13, 2022, and January 10, 2023. The motion was seconded by Jon Derwinski. The motion carried with all in favor 5-0.

PUBLIC COMMENTS (Agenda Items): None.

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

STAFF REPORTS SUBMITTED IN WRITING AND VERBAL

Nick Bellar referenced his monthly report, he reported that in 2022 there were 121 new houses, the most new houses in one year since 2006. Nick Bellar gave Plan Commission updates on; Lifewell Church who currently has an expansion under consideration, Winfield Commons the development being proposed for the land around Walgreens, and Wyndance Springs the Wyndance development addition being proposed. The Comprehensive Master Plan Update that is underway. We have not had a Comprehensive Plan Update since 2007. There will be a Joint Meeting of the Town Council and Plan Commission on Thursday, January 26, 2023, at 6:00 p.m. The Town’s consultant from Veridus Group will be there to give a presentation on their findings and talk about the process. There will be a Community Workshop on the Town of Winfield Comprehensive Plan on Wednesday, February 15, 2023, at 6:00 p.m.



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Tony Clark reported that with winter it is a bit slow right now. Everything is working well right now and they are all prepared for the incoming snow. Tony is currently looking into replacing the backhoe as it is old and has approximately 6000 hours on it. He is currently getting some pricing together to hopefully upgrade the backhoe to a newer machine. He is hoping to present the pricing at the next meeting. Tim Clayton asked if we had enough salt for the winter. Rick Anderson stated that we had made our first purchase of the required amount of salt that we had to purchase for the year. Tony Clark stays on top of our salt supply and the price remained flat for the year with no increase in price at this point. Tony stated that the minimum we have to purchase each year is 680 ton and he purchased approximately 300 ton, we currently have approximately 550 ton in the barn. Tony stated that we are currently good on our salt supply.

Marshal Ball presented his year-end reports for 2022: Calls for service over 2500 for the year, over 2100 traffic stops, over 150 arrests or charged, citations were just under 1100. One of the big increases were welfare checks and extra patrols largely due to building and construction sites and making sure construction materials were not “disappearing”. Overnight patrols was one of the big increases for the year. Marshal Ball brought to the attention of the Town Council that on January 14, they had one of the first agility testing for Police Department Applicants. Six candidates attended and 3 passed all five stages of the physical agility test. Two of the individuals have been given conditional offers of employment pending background investigations. They have already passed the drug screen test. Marshal Ball held their first meeting to discuss the coming years’, needs, and policy changes etc. Starting January 1 he expanded the Town Marshal’s Office, Administrative Clerk’s hours, which will be 8:30 to 2:30. Which will improve the hours for the public to obtain crash reports, incidents reports, and payment of citations etc. Marshal Ball reported that they were approved for induction into the Northwest Regional SWAT Team, Officer Chad Stroup is on the SWAT Team, he has passed all their training and necessary requirements.

Interim Fire Chief Kevin Heerema of the LOFS Fire Force reported their stats for December 2022 along with the year-end stats for 2022. From 2021 to 2022 the overall number went down from 1513 to 1423. However, the Town of Winfield calls went up from 673 to 701. They ended the year with 1423 calls. In December the totals calls were 142 with 78 of those in the Town. Interim Fire Chief Kevin Heerema thanked the Town Council for increasing his budget for the next contract period. The increased fund went directly to add more employees. They were able to expand the force to 10-hour days and add an additional paramedic for the full seven days, 10 hours per day. It has been very helpful. They have had 3 new volunteers start the Academy. They will be finished in June. LOFS has 2 additional volunteers waiting to start the Career Academy which is 6-week program attending Monday thru Friday like a traditional job, and they are able to complete the Academy in 6 weeks. The Career Academy will start in February. They have used the aerial truck in training. The last three months 3 members complete the State Sponsored Drive-Around Series hosted in St. John. Interim Fire Chief Keven Heerema reported that they had taken



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over Project Lifesaver from Marshal Ball and they have it tentatively scheduled for next month. He is hoping to have 4-5 personnel trained to the instructor level. The Firemen's Ball will be held April 15, 2023, at Lake of Four Seasons Clubhouse, tickets are on sale now. He is anticipating it will be sold out soon. For the current month of January, they are already at 90 calls. Dave Anderson asked if they had gotten the additional equipment for the truck. Kevin Heerema responded that they had not yet ordered the equipment and was planning to follow up with Zack Beaver. Kevin reported that it will take 3 – 4 months after ordering for the equipment to arrive.

SPECIAL PRESENTATION:

Marshal Ball presented the following promotion of Office Jordan Billups to Detective Corporal to the members of the Town Council.

As the Winfield Police Department grows it is important to address the bigger needs of the community and the region around Winfield. An important part of a law enforcement agency is its ability to investigate crimes, persons, and events that potentially affect the safety and welfare of the community. Equally important is identifying hose resources that assist us to meet those investigative endeavors. In an effort to take this agency to that next level of service, Officer Jordan Billups is promoted to the rank of Detective Corporal. Detective Billups has extensive experience and training in investigative work and has established resources at his disposal. He began his new assignment on January 1st of this year and has already made positive steps for this agency. Marshal Ball reported that in his short three weeks in the new position; Detective Corporal Billups has already established the Winfield Police Department as part of the Major Crimes Task Force. The Major Crimes Task Force is a group of 30 Federal, State and Local Agencies that can be activated when a major crime happens. The activated Task Force will come in and partner with the Winfield Police Department and bring the 30 agencies to the disposal of the Winfield Police Department for help in the investigative work. It is a great resource to have at the Police Department's disposal.

UNFINISHED/DEFERRED BUSINESS:

None.

NEW BUSINESS:

1. Storm Water Rate Recommendation to the Town Council.

Dave Anderson made a motion to defer the Storm Water Rate Recommendation to the Town Council. Seconded by Zack Beaver. A voice vote found all in favor. Motion carried 5-0.



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2. Consideration of Memorandum of Agreement, Lake County Soil and Water Conservation District, MS4 Water Quality Program, Public Education, Outreach, Participation, and Involvement Services.

Nick Bellar presented that we are an MS4 community which requires the Town to provide community outreach education about storm water pollution prevention. The Lake County Soil and Water Conservation District contracts with local municipalities on these programs. They also provide a reporting aspect which is required by MS4. Michael Duffy reported it is just another of the necessary steps we have to take as we evolve into our MS4 roles. Dave Anderson made a motion to approve the Memorandum of Agreement, Lake County Soil and Water Conservation District, MS4 Water Quality Program, Public Education, Outreach, Participation, and Involvement Services in the amount of \$3000.00. The motion was seconded by Jon Derwinski. A voice vote found all in favor. Motion carried 5-0.

3. Consideration of Contracted Joint Interlocal and Mutual Aid Agreement for the Northwest Regional SWAT Team.

Zack Beaver made a motion to defer Consideration of Contracted Joint Interlocal and Mutual Aid Agreement for the Northwest Regional SWAT Team for legal review. The motion was seconded by Jon Derwinski. A voice vote found all in favor. Motion carried 5-0.

4. Recommendation from Sewer Board to Pay, Pay Application #4, Integral Construction, Gibson St. Lift Station Project, \$98,550.00.

Rick Anderson presented that this is a recommendation from the Sewer Board. This project is being funded through the commitment from Crown Point Schools. This will come from the Town's operational account, so this is recommendation to the Town Council. Jon Derwinski made a motion to accept the recommendation from Sewer Board to Pay, Pay Application #4, Integral Construction, Gibson St. Lift Station Project, \$98,550.00. The motion was seconded by Dave Anderson. A voice vote found all in favor. Motion carried 5-0.

5. Consideration of Ordinance 342, Establishing Opioid Unrestricted Special Revenue Non-Reverting Fund.

Rick Anderson explained that over the next three years the Town will be receiving funds from a state settlement that will be distributed to the Towns and Cities. Part of that legislation requirement is that the Town has to form two specific funds that will be a part of the funds coming to the Town. Part of those funds will be unrestricted in their uses and part of those funds will be restricted to Opioid Prevention Measures. The Town has received a little over \$3,900.00 in unrestricted funds and \$9000.00 in restricted funds. Over the next couple of years, the Town will receive approximately \$700.00 in unrestricted funds and approximately \$1,600.00 to \$1,800.00 in



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restricted funds. It is a small amount of money that will need to be kept separate from the General Fund due to the strings attached to the funding. Rick Anderson also reported that these were both prepared by Attorney Austgen. Dave Anderson made a motion to approve Ordinance 342, Establishing Opioid Unrestricted Special Revenue Non-Reverting Fund. The motion was seconded by Zack Beaver. A voice vote found all in favor. Motion carried 5-0.

Dave Anderson made a motion to suspend the rules to hear Consideration of Ordinance 342, Establishing Opioid Unrestricted Special Revenue Non-Reverting Fund on second reading. The motion was seconded by Zack Beaver. Rick Anderson conducted roll call: Zack Beaver; Yes, Michael Lambert; Yes, Jon Derwinski; Yes, Dave Anderson; Yes, Tim Clayton; Yes.

Dave Anderson made a motion to adopt Ordinance 342 on second reading, Establishing Opioid Unrestricted Special Revenue Non-Reverting Fund. The motion was seconded by Zack Beaver. A voice vote found all in favor. Motion carried 5-0.

6. Consideration of Ordinance 343, Establishing Opioid Restricted Special Revenue Non-Reverting Fund.

Dave Anderson made a motion to approve Ordinance 343, Establishing Opioid Restricted Special Revenue Non-Reverting Fund. The motion was seconded by Zack Beaver. A voice vote found all in favor. Motion carried 5-0.

Dave Anderson made a motion to suspend the rules to hear Consideration of Ordinance 343 on second reading, Establishing Opioid Restricted Special Revenue Non-Reverting Fund on second reading. The motion was seconded by Zack Beaver. Rick Anderson conducted roll call: Zack Beaver; Yes, Jon Derwinski; Yes, Dave Anderson; Yes, Michael Lambert; Yes, Tim Clayton; Yes.

Dave Anderson made a motion to adopt Consideration of Ordinance 343, Establishing Opioid Restricted Special Revenue Non-Reverting Fund. The motion was seconded by Zack Beaver. A voice vote found all in favor. Motion carried 5-0.

Attorney Austgen requested copies of the documents and materials outlining the Opioid Settlement Fund Distribution; because as Rick Anderson reported that they are very specific how these funds are used. It isn't a lot of money, but using it correctly is important for the intended purposes. This is a 1.2-billion-dollar pharmaceutical settlement with the State of Indiana and every unit in the State is participating. We want to make sure it is done correctly. The money will not roll over if it is in the General Fund. That is the reason for the special revenue non-reverting fund establishment. This will be an annual 3-year distribution.



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7. Consideration of Request from Winfield Branch of Crown Point Community Library.

Julie Wendorf, Director of the Crown Point Community Library, presented. The Crown Point Community Library has been serving the community since 1908 with a branch in Winfield for over thirty years. The Crown Point Community Library District was one the 10 most growing library districts in the last Census. At the end of 2019 their Building in Crown Point was able to refinance their bonds for the building, which made available about 1.2-million dollars for capital improvements for both Crown Point and in the Town of Winfield. The outlined plan to match the re-branding of the Crown Point improvements here at the Winfield Branch. They are planning to redesign the layout of the main library space to function better as a library for the community of the Town of Winfield. They are hoping in the future to plan for a free-standing building in Town. The want to make the library more functional and useful to the residents of the Town. Planned improvements are expanding the interactive play area, matching the Crown Point interactive play area. Remodeling the bathrooms, adding a study room. An expansion of approximately fifty percent increase in library shelving and redeveloping the space to add more programs. The front door and flooring will be replaced to make better use of the square footage available. With those improvements in mind. The Library District is requesting a reduction in permit and inspection fees, with the cost savings to be additionally used for the capital improvements to the Winfield Branch Library. The estimated fees total approximately \$3,000.00. As Director of the Crown Point Community Library, they always try to maximize any funds they receive. Her hope is to make the Branch Library a destination location for the residents of the Town of Winfield. Dave Anderson asked Nick Bellar how the similar request from the Crown Point School District was handled. Nick Bellar reported to the Council that they reduced the permitting and inspection fees to the actual cost of the inspections of the required project. Dave Anderson asked what the actual costs would be. Nick Bellar reported that the total current fees are \$3,300.00 and the actual inspection only costs would be \$780.00. Dave Anderson made a motion to reduce the permitting and inspections fees to the amount of \$780.00. Seconded by Jon Derwinski. A voice vote found all in favor. Motion carried 5-0.

TREASURER'S REPORT

Rick Anderson presented the Treasurer's Report through the end of December 2022, which included a couple of unusual claims. Rick Anderson reported that they had an approved pay application back in December for the 121 Avenue repairs to the Community Crossing Project. The Integral Construction, Gibson Street Lift Station in the Amount of \$95,000.00 and our first order of salt for the winter season coming in at a little over \$23,000.00 the total amount on this set of claims is \$963,853.40. Jon Derwinski made a motion to pay the claims in the amount of \$963,853.40. The motion was seconded by Zack Beaver. A voice vote found all in favor. Motion carried 5-0.



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FUTURE MEETINGS:

- Plan Commission – Thursday, January 26, 2023, at 6:00 PM
- Joint Meeting of the Plan Commission and Town Council – January 26, 2023, at 6:00 PM
- Board of Zoning Appeals – Thursday, February 9, 2023, at 5:30 PM
- Plan Commission – Thursday, February 9, 2023, at 6:00 PM
- Storm Water Board – Tuesday, February 14, 2023, at 6:30 PM
- Redevelopment Commission – Tuesday, February 14, 2023, at 6:45 PM
- Town Council – Tuesday, February 14, 2023, at 7:00 PM
- Sewer Board – Tuesday, February 28, 2023, at 6:30 PM
- Town Council – Tuesday, February 28, 2023, at 7:00 PM
- Board of Zoning Appeals – Thursday, March 9, 2023, at 5:30 PM

ADJOURNMENT:

Dave Anderson made a motion to adjourn the meeting. Jon Derwinski seconded the motion. All were in favor, the motion carried 5-0. The meeting adjourned at 7:36 p.m.

 Tim Clayton
 Town Council President

 Richard C. Anderson Jr.
 Clerk-Treasurer

 Date of Approval

 Pamela Spengler
 Recording Secretary