

**Town of Pierceton**  
Council Public Meeting Minutes  
Pierceton Community Building  
January 13, 2020  
6:30 pm

**Opening**

The monthly meeting of the Town of Pierceton was opened with the Pledge of Allegiance.

**Present**

Council members Tom Barker, Armando Espinoza, Matthew Brubaker. Clerk-Treasurer Myra Mast. Town Attorney Tammy Keirn. Town Marshal Tim Sammons and Utilities Superintendent Casey Boggs.

**Approval of Agenda**

No agenda was presented.

**Approval of Minutes**

The minutes for the year end meeting held on December 30, 2019 at 6:30 pm at the Pierceton Community Building were approved.

**Upcoming Meetings**

The Redevelopment Commission will meet at 6:30 on Thursday, January 16, 2020 with the Park Board meeting the same night at 7:30 pm. Both meetings will be at the Community Building.

**Police Report from Town Marshal Tim Sammons**

- Officer Sammons submitted a request to council to award former Pierceton Officer Jim Bumbaugh with his weapon. He advised council that this is something practiced by other towns and to remain in this type of position in the same town for sixteen years is quite a feat and awarding the weapon shows the appreciation of the town. Council President Tom Barker advised that there were no specifics in the employee handbook as to this matter. When asked why this was being presented six months after Bumbaugh left the position, Officer Sammons advised that his top priority at the time was to hire and train new officers so the issue was set aside until that task was completed. Mandy Espinoza felt this needed further discussion by the council so the decision was tabled.
- Officer Ryan Piper is currently at police academy training and Officer Brooke Koldewey will attend training later in the year.

- The new speed limit signs have been received and are waiting to be posted. Two signs will be the responsibility of the county highway department and will be installed once the others have been replaced.
- Officer Sammons advised that the department was facilitating a police cadet program. Currently there are fourteen teens involved from Whitko, Wawasee, Tippecanoe Valley, and Warsaw schools. Local, state and conservation officers will meet with the cadets once a month to present information on topics such as crime scene investigation, forensics, law enforcement, K-9, accident investigations, death investigations and emergency response. The department hopes through education they can introduce youth to the possibilities of a career in law enforcement.

### **Streets, Water, Sewer Updates from Casey Boggs**

- Currently waiting on a quote to address the poly aluminum chloride pumping problems at the wastewater plant. Council president Tom Barker stated that the daily cost to cut phosphates may increase the sewer bill.
- Casey requested the purchase of tools that are lacking in order to complete necessary tasks. Wood working tools belonging to former Town Manager Chip Hill were previously used and Casey is currently having to bring in his own tools. A circular saw and table saw are at the top of the list. Council member Mandy Espinoza requested a full list of tools needed before the purchases can be approved.

### **Attorney Report from Tammy Keirn**

- Tammy presented a brief rundown of the matters discussed in the executive meeting held prior to the council meeting to discuss personnel matters as stated in I.C. 5-14-1.5-6.1(b)(9). Tammy advised that the former employee was seeking a severance package after the termination of her position at the clerk's office. Matt Brubaker stated that, per the employee handbook, the employee is entitled to be paid for hours worked, unused vacation time and comp time earned and a severance package cannot be justified. The council approved the payout of time worked, vacation and comp time.

### **Clerk-Treasurer Report from Myra Mast**

- A quote was presented for an upgrade of the current Keystone software that is used in the clerk's office. Keystone is no longer facilitating classes for the Budget system and offer an updated software that is fully supported by their company. The cost of the upgrade is \$7750 which will include training for the software. Tom Barker questioned former town clerk regarding the system and was advised that it works. Matt Brubaker likened the upgrade to that of upgrading from Windows 7 to Windows 10 and of the support and advantages of

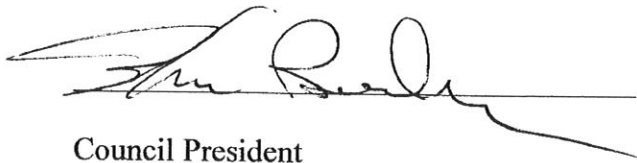
the upgrade. Tom advised that the upgrade would be tabled pending a timeline from Keystone with information regarding the end of support of the software and also quotes from other possible software that can be used in a government office.

- A proposal was submitted to hire consultant Retha Hicks for guidance in the clerk's office. The proposal was approved by council to pay hicks \$40 an hour plus mileage for on sight training and \$35 if the work is completed at home. A stipulation was placed on the proposal to hire Hicks for a total of 30 hours and if more hours are necessary, it should be brought again to the board for further training. Retha Hicks once worked for the Winona Lake clerk's office and can help with issues that are beyond what AIM can provide.
- The council approved Myra to attend the AIM Clerk-Treasurer training on January 21, 2020 in Indianapolis.
- Due to a change in office hours, the Council approved the salary for Linda Bailey to be increased to reflect the addition of hours from 32 to 36. Her previous salary was \$28,098.20 and will be changed to \$31,610.54.

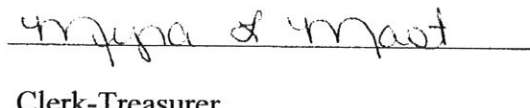
### **Adjournment**

There being no further business to come before the Council, by a motion duly made and seconded, the meeting was adjourned. The next general meeting will be at 6:30 pm on February 10, 2020 at the Pierceton Community Building

Minutes Submitted by Myra Mast, Clerk-Treasurer



Council President



Clerk-Treasurer