

**MINUTES OF THE REGULAR MEETING
COMMON COUNCIL & RENSSELAER UTILITY BOARD
October 28, 2024**

The Common Council of the City of Rensselaer and Rensselaer Utility Board met on October 28, 2024 in regular session in Council Chambers of City Hall. Mayor Jeffrey S. Phillips called the meeting to order at 6:00 p.m. followed by an invocation offered by Debbie Voss and the Pledge of Allegiance.

Answering roll call were: Mayor Jeff Phillips, Clerk-Treasurer Shelby Keys, Council Members Russ Overton, Kevin Arnold, Noelle Weishaar, Jeff Rayburn, Ernest Watson, Jr; City Attorney Todd Sammons, Building Commissioner Josh Davis, Cemetery Caretaker Joe Effinger, Fire Chief Kenny Haun, Police Chief Matt Anderson, Utility Office Manager Heather Smart, Park Supt Heather Hall, Street/Water/Sewer/Sanitation Supt. Bryce Black, Project Coordinator Jerry Lockridge, and Gas Supt. Carol Lockridge. Lead Line Foreman Garrett Welker was absent.

Also in attendance were: Bob Schenk with Rensselaer Adventures, Angie Haun, Josh Eldridge, Ryan Ritter, Caleb DeJong, Andy Nagel, Jim Miller, Chris Murphy, Logan Ritter, Trent Schroeder, Jason Dobson, Todd Wilson, Travis Tatum, Jeff Richey, Graham Carol, Matt Gunter, Dennis Otten with Bose McKinney and Evans and Harley Tomlinson with the Rensselaer Republican.

The minutes of the October 14, 2024 regular council meeting were presented. There was a motion by Rayburn, second by Overton, to approve the minutes as presented. The motion passed unanimously.

Citizen Comments and Petitions: None.

Ordinance 21-2024, 2025 Salary Ordinance: Weishaar read changes within the salary ordinance including raises, HSA amount and when its distributed, insurance changes and waiting to be on-call changes. There was a motion by Overton, second by Watson, to suspend the rules and waive the second reading. The motion passed unanimously. There was a motion by Weishaar, second by Watson, to approve the ordinance. The motion passed unanimously. Logan Ritter asked what the on-call change is. Weishaar said the waiting to be on-call stipend will now be paid for a one-week period in the amount of \$244.00.

Ordinance 22-2024, Golf Cart Ordinance: Anderson said this would grandfather in UTV's that have already been registered. If the registration lapses for more than a year, it cannot be renewed. No new UTV's can be registered once this ordinance is passed. The definition of a golf-cart was added to the ordinance. Phillips recommended changing section 16 for a maximum fine of \$250. There was a motion by Arnold, second by Rayburn, to suspend the rules and waive the second reading. The motion passed unanimously. There was a motion by Arnold, second by Watson, to approve with ordinance with the change in section 16 to reflect a maximum fine of \$250. The motion passed unanimously.

Ordinance 23-2024, Zone Map Amendment (St. Joe): Weishaar said this ordinance is an amendment to the City's June 2009 Zone Map. It has been proposed by the Plan Commission with a favorable recommendation following a public hearing on September 19th. The ordinance re-zones the properties in the College Woods Subdivision from "St. Joe" to Suburban Residential (R-S) and also re-zones the Saint Joseph Campus and adjacent properties from "St. Joe" to Regional Business (B-2).

Ordinance 24-2024, Zoning Text Amendment: Weishaar said this ordinance is an amendment to the City's 2008 Zoning Ordinance. It has been proposed by the Plan Commission, with a favorable recommendation following a public hearing on September 19th. It introduces a new subsection regarding non-conforming residential uses, allowing such uses to continue under new ownership and permitting restoration of damaged structures to their original state within specified timeframes. This change aims to alleviate the need for variances when residential properties in business and industrial districts change ownership, addressing issues in the real estate market.

Ordinance 25-2024, Scott St. Railroad Crossing Closure: Phillips said the public hearing took place last meeting and this ordinance is being presented to close the railroad crossing on Scott St. There was a motion by Watson, second by Rayburn, to suspend the rules and waive the second reading. The motion passed by majority, with Arnold voting nay. Since the reading to suspend the rules did not pass unanimously, the ordinance will be presented at the next meeting.

Resolution 26-2024, Approval of RRC Resolution 02-20024: Dennis Otten said this resolution approves a Declaratory Resolution by the City's Redevelopment Commission. Adopted on October 7, 2024, the resolution expands the Drexel/Fairgrounds Economic Development Area, establishes the Van Elementary Residential Allocation Area, and updates the Economic Development Plan for the original and expanded area. The City's Advisory Plan Commission approved these changes on October 17, 2024. There was a motion by Rayburn, second by Arnold, to approve the resolution. The motion passed unanimously.

Resolution 27-2024, Transfer of Funds: Keys read a transfer of funds within the General Fund for \$3,120.00. There was a motion by Arnold, second by Overton, to approve the resolution. The motion passed unanimously.

City Hall Entryway ADA & Heating Improvements: Davis said quotes were obtained for improvements to the public entrance at city hall, including ADA upgrades and installing electric heaters. Haley's Lock, Safe, & Keys quoted \$7,532.24 and Mulhaupt's quoted \$15,562.00 for the installation of powered door operators and associated equipment. Kevin Moore Electric quoted \$2,507.00 to install 2 electric wall heaters. 120V switched power for powered door operators and all associated equipment. There was a motion by Weishaar, second by Rayburn, to approve the quotes from Haley's Lock, Safe, & Keys and Kevin Moore Electric. The motion passed unanimously.

City Supply Bid Opening: Phillips opened the bids and they are as follows:

Item #1, Unleaded Gasoline.

Keystone Cooperative \$2.1652/gallon with an escalator clause.

Al Warren Oil Co \$2.6797/ gallon with an escalator clause.

Item #2, Diesel Fuel.

Keystone Cooperative \$2.5960/gallon and \$2.6410/gallon for premium diesel fuel, both with an escalator clause.

Al Warren Oil Co \$2.7316/gallon and \$2.7641/gallon for premium diesel fuel, both with an escalator clause.

A committee of Sammons, Eldridge and Keys will review the bids and make a recommendation at the next meeting.

Brick Street Pay Application: J. Lockridge said this pay request is for \$377,582.44 and includes change order #2 for \$9,286.44. This pay app covers the install of conduit, mobilization and demobilization of crews, street sign posts, wire mesh in sidewalks, brick removal and laying, asphalt patch, traffic control, line painting and trash cans. The project is 97% complete. There was a motion by Watson, second by Weishaar, to approve the pay request. The motion passed unanimously.

Credit Card Statement: Phillips asked for council's permission to sign the credit card activity log. There was a motion by Overton, second by Rayburn, to allow Phillips to sign the activity log. The motion passed unanimously.

Claims Approval: The claims were presented to council for approval. There was a motion by Rayburn, second by Watson, to approve the claims. The motion passed unanimously.

Administrative Comments:

Phillips suggested the November 11th meeting be changed to the 12th due to Veteran's Day. There was a motion by Rayburn, second by Weishaar, to approve the date change. The motion passed unanimously. Phillips spoke with the Gas Dept. this morning and any employee interested in the Superintendent position has until Friday to submit a letter of intent. The fish eye for live meetings has been installed.

Keys had nothing.

Watson had nothing.

Weishaar said a few residents in Houston Subdivision reached out and were thankful for the good communication during the water main breaks.

Rayburn had nothing.

Arnold commended the Water Dept. and other departments that helped out with the multiple water main breaks over the weekend. He also said its time to start discussing utility budgets. Phillips said he has already spoke with superintendents and they are due to him December 1st.

Overton had nothing.

Superintendents Reports:

Police Dept: Anderson said both new squad cars are in use.

Law Dept: Sammons said it is nice to see the Redevelopment Commission being active.

Utility Office: Smart had nothing.

Building Dept: Davis said he will send out the notice for the Redevelopment Commission resolution tomorrow.

Fire Dept: Haun thanked everyone for attending the open house. The training this weekend at the fire tower is full.

Electric Dept: Welker was absent.

Street, Sanitation, Water and Sewage: Black gave a shout out to his crew for all the work they put in over the weekend dealing with the water main break.

Project Coordinator: J. Lockridge thanked everyone who worked over the weekend on the water main breaks.

Gas Dept: C. Lockridge said the gutters and downspouts are on the building.

Cemetery Dept: Effinger said he is getting everything together for Veteran's Day.

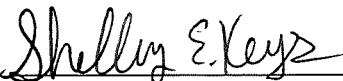
Park Dept: Hall said the Filson Park event was well attended. The asphalt for new pickleball courts is complete.

There being nothing more to come before council, there was a motion by Rayburn, second by Watson, to adjourn. The motion passed unanimously, and the meeting adjourned at 6:53 p.m.



Jeffrey S. Phillips, Mayor

Attest:



Shelby E. Keys, Clerk-Treasurer