

**Minutes of the Wingate Town Council Meeting
Held June 10, 2025, in Town Hall**

The meeting was called to order at 6:00 p.m. by Member Curt Hadley.

ROLL CALL

Council Members Kyle Campbell, Curt Hadley, and Andrew Lorenz were all present. Also present and reporting on behalf of the Town: Town Maintenance Supervisor, Jay Busse of Busse Excavating, Janet Alexander of Local Government Services, and Darren Forman, Fire Chief, Coal Creek Fire Department.

The Town Marshal, Jared Kirby, and Troy Ellis of UMAC were absent.

Curt Hadley offered to chair the meeting.

The minutes of the meeting held on May 13, 2025, were presented for approval. Kyle Campbell made a motion to approve the minutes as presented. Andrew Lorenz seconded the motion. The motion was put to a vote, and it carried. •

PUBLIC COMMENTS

Council Member Hadley explained that video streaming of this meeting was taking place. This is a practice run leading up to the July 1 deadline.

Curt Hadley asked if anyone from the public wished to make any comments concerning any matter not listed on the agenda. No issues were raised.

DEPARTMENT REPORTS

Park Advisory Board

No one from the Park Advisory Board was present; however, Curt Hadley reported that the old pavilion has been demolished, and the new building is ordered and under construction. The Boosters will collect donations, which will be sent to the MCCF Park Fund. A rendering of the new building will be posted at the park, and an image will be featured on the website. The first invoice was submitted to MPO/IADC.

Town Maintenance

Jay Busse reported that Town Maintenance Supervisor (Jay Busse): Concrete from the park has been removed, town alleys are completed, and summer maintenance is ongoing.

UMAC - Water & Sewer Plant Operations

Troy Elless was absent; however, Kyle Campbell reported that the hydrant flushing had been completed. Curt will post a notice on Facebook announcing that the flushing is complete.

Coal Creek Fire Department

During May, Fire Chief Darren Forman of Coal Creek Fire and Rescue reported a total of fourteen (14) emergency runs, bringing the year-to-date total to 92. The runs in May included eleven (11) emergency medical services (EMS) calls, three (3) fire-related emergencies, and one (1) run in New Richmond.

Town Marshal

Town Marshal Jared Kirby was not present. Kyle Campbell reported that speed limit signs have been purchased and delivered, the mounting poles have been ordered, and Jay Busse is responsible for installing them. A discussion was held. Kyle Campbell made a motion to install the signage at North Main Cross and on East Wabash Street. Curt Hadley seconded the motion. The motion was put to a vote, and it carried. The Marshal's monthly activity report was provided to the Board.

Financial Reports

Janet Alexander presented the Clerk-Treasurer's Financial reports for May 2025, including the Fund Report, Bank Statement, and Bank Reconciliation. These reports were presented. Andrew Lorenz made a motion to approve the docket as presented. Kyle Campbell seconded the motion. The motion was put to a vote, and it carried.

The Accounts Payable Docket dated June 10, 2025, of \$64,598.71, was presented. A motion to approve was made by Andrew Lorenz and seconded by Kyle Campbell. The motion was put to a vote, and it carried.

Janet stated that there were no requested Utility Adjustments.

Janet Alexander reported that the 2025 property tax levy receipts will be reduced by \$3,631.25 due to the Circuit Breaker Tax Caps. She reminded the Council that the law limits property taxes to a fixed percentage of a property's gross assessed value: 1% for homesteads, 2% for other residential properties and farmland, and 3% for commercial and industrial properties. Explaining that if a tax bill exceeds these caps, taxpayers

automatically receive a circuit breaker credit, which reduces the bill to the capped amount. This year, the town will receive \$82,719.28 in property taxes after deducting the tax caps.

OLD BUSINESS

Water, Wastewater & Stormwater Master Planning Grant Study: Jay Busse stated that he and Troy Elless met with HWC to revise the project list for the Water, Wastewater, and Stormwater Master Planning Grant Study. The council decided to table further discussion until the July meeting to allow additional refinement of the plans.

Proposed Rate Block Adjustment Study: Robert Reynolds of the London Witte Group presented a verbal proposal to conduct a rate block adjustment study for an estimated cost of \$1,500 to \$2,000. The proposal was tabled by a motion made by Kyle Campbell and seconded by Curt Hadley pending the results of the Water, Wastewater, and Stormwater master plan.

Tree Removal Quotes: The council reviewed tree removal options, noting that Frank Everly failed to provide a quote. A discussion was held. The Board discussed some trees located at the park, and it was decided to remove the soft maple closest to the building and leave the hard maple tree. Phil Bane had offered to oversee tree issues in the park. A previously approved quote from B&B, not exceeding \$3,200 for tree removal and trimming around the well house, was reaffirmed, and Jay Busse was tasked with scheduling the work.

Website Status: Curt and Janet discussed the status of the town's website, focusing on its functionality and updates. The ADA requirements for documents loaded on the Website were also discussed. They agreed that Curt and Janet need to resolve the email and ADA questions before handing over general administration to Shyanne.

TDS/Internet/Phone Service: Kyle Campbell will contact TDS to explore VoIP and modem upgrades to address connectivity issues caused by interference from the town's metal structure. The goal is to improve the reliability of internet and phone services at Town Hall.

Remote Participation Policy: The council reviewed a draft of the Remote Participation Policy, but some concerns were raised. Curt Hadley made a motion to table the adoption of the policy. Andrew seconded. The motion carried. The matter was tabled for further review to ensure compliance and clarity.

The **Spring Cleanup Day** held on June 7, 2025, was discussed, and the members were very pleased with the results. At the conclusion, there were three trash dumpsters and a tire dumpster, all of which were filled by 1:00 P.M. The council discussed conducting a

canvassing effort to assist elderly residents. The Council also decided to schedule a Fall Cleanup Day, the first weekend in October, which will be October 4, 2025, this year.

American Legal Codification: Janet Alexander provided a status update on the American Legal Codification process, detailing her progress in drafting updates to the Town Code. She highlighted some of the challenges faced during the process. She noted that several replacement ordinances, including those addressing the septic tanks, penalties, fireworks laws, and gun regulations, are being developed, with plans to present a more comprehensive draft to the Council in July.

Cording Hall: Andrew Lorenz reported that he contacted Miranda Conrad with NFP, the Town's general liability carrier, and confirmed that since the town does not own Cording Hall, the insurance company will not assist with cleanup efforts. Following a discussion on legal and cleanup options, Andrew Lorenz made a motion, seconded by Curt Hadley, to sue the current owner, John Wilkerson. This motion was put to a vote, and the motion carried.

Kyle Campbell made a motion to clean up the debris, amended to include coordination with Stu Weliever and Walden's, which Andrew Lorenz seconded. A discussion was held. This motion was put to a vote and carried. Kyle Campbell will coordinate with Stu Weliever.

Trash Pile at 206 E Wabash Street: Kyle Campbell explained that enforcement actions concerning the trash pile at 206 E Wabash Street have been handed over to the prosecutor by Stu Weliever, following the Marshal's list of nuisance properties. The council discussed the next steps, including the removal of abandoned cars and further cleanup efforts. This property and the properties located at 107 E. High Street, 100 N. McClure Street, 105 N. McClure Street, have all been turned over to Stu for prosecution.

Water Tower Equipment: Kyle agreed to speak with Troy Elless to develop a plan to determine whose equipment is mounted on the tower. Kyle Campbell requested a key.

Credit Card Payment System (PayGov): The council discussed implementing the PayGov credit card payment system, with further details pending a conversation with Suzy. Curt expressed support for PayGov, noting that Keystone-Boyce plans to introduce online bill payment options this summer.

NEW BUSINESS

John Hodges Mobile Home Waiver: Resident John Hodges presented a request to replace his 50-year-old mobile home with a new one. A discussion was held. Andrew Lorenz made a motion to approve the request for a variance of the current code, allowing Mr. Hodges to

replace his existing mobile home with a new one. Kyle Campbell seconded this motion. The motion was put to a vote, and it carried.

Rural Community Assistance Partnership – RCAP Chelsea Grider introduced herself and RCAP, a national nonprofit network focused on rural water, wastewater, and community development, which could be relevant if the town is discussing infrastructure projects. She presented the board members with a work plan and offered to answer any questions they may have.

Proposed Park Donation Ordinance: Curt Hadley worked out an agreement with the Boosters, removing the necessity of this ordinance, which was withdrawn.

Proposed Materiality Threshold Resolution: Janet Alexander introduced a resolution establishing a materiality threshold for the town. She explained that this is a requirement of the State Board of Accounts, according to the State Examiner Directive 2015-6, titled Materiality Threshold for Reporting Irregular Variances, Losses, Shortages, and Thefts, which requires municipal units to adopt a materiality threshold for reporting material variances, losses, shortages, or thefts. The directive stipulates that each municipal unit must adopt a materiality threshold through its governing body. If no threshold is adopted, the default materiality threshold is automatically set to zero, meaning all variances, losses, shortages, or thefts must be reported to the SBOA, regardless of amount. This resolution will be set for adoption at the next regular meeting.

OTHER BUSINESS

Jay Busse asked the council about pursuing the owner of Star Food Mart & Marathon Gas Station for covering up the meter pit. A discussion was held. The Council directed Jay Busse to have Jared write a Police Report and issue a ticket so that the town can begin to take action. This will be added to Jared's task list.

TASK LIST

Curt reviewed the list of pending tasks, noting his offer to collaborate with the Recreation Boosters on the Board-approved plan to solicit donations, which will be allocated to the Community Foundation for the Park improvement project. Kyle Campbell agreed to contact TDS to address internet and phone service issues and to consult with Stu Weliever, the Town Attorney, regarding Cording Hall and other legal matters.

PUBLIC COMMENT

A discussion was held regarding the placement of speed signage and the mobile trailer. One resident complained about the enforcement of speed limits by the Town Marshal.

Another resident asked about the pavilion project timeline.

ADJOURNMENT

There was a motion made by Curt Hadley, seconded by Kyle Campbell, to adjourn the meeting. The motion carried, and the meeting adjourned at 7:20 p.m.

Respectfully submitted,

Kyle Campbell
Town Council President & Acting Clerk Treasurer