

REGULAR MEETING OF THE MISHAWAKA COMMON COUNCIL

April 6, 2020

Be it remembered that the Common Council of the City of Mishawaka, Indiana met in the Council Chambers of the Mishawaka City Hall and via telephone on Monday, April 6, 2020 at 7:00PM. The meeting was called to order by President Gregg Hixenbaugh all were asked to stand for the Pledge of Allegiance, followed by a moment of silence remembering those who have been lost to the COVID-19 virus.

Council President Gregg Hixenbaugh began the meeting with the following opening statement:

This evening, due to the ongoing public health crisis, we will be conducting the first Common Council meeting in the history of Mishawaka that allows for remote participation by Council members, the public, and the media. In order for meeting to be conducted in a business-like fashion:

Council members who are participating telephonically are reminded to keep their phones on mute until their name is called as part of the roll call or a Council member wishes to make a comment or ask a question during the meeting. After they have finished speaking, Council members are reminded to once again place their phone on mute.

Members of the public who are participating telephonically are asked to keep their phone on mute throughout the meeting, with the exception of the public hearing on Proposed Ordinance 2020-09. At the appropriate point in public hearing, I will invite the public to unmute their phones for purposes of submitting comments.



Roll Call.

Present: Mrs. DeMaegd, Mr. Banicki, Mr. Hazen, Mr. Mammolenti, Mr. Emmons, Mr. Bellovich, Mr. Compton, Mrs. Voelker, Mr. Hixenbaugh.

Others present; Mike Trippel, Council Attorney and Michael Hixenbaugh, Deputy Clerk.

Minutes for the Regular meeting of March 16, 2020 were approved as received from the Clerk's Office.

Clerk Block read the following proposed ordinances and were set for public hearings.

PROPOSED ORDINANCE NO. 2020-10

**AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF MISHAWAKA
AMENDING ORDINANCE 5680 (2020 SALARY ORDINANCE FOR APPOINTED
OFFICERS AND EMPLOYEES FOR ALL DEPARTMENTS OF THE CITY)
(Second Reading requested)**

Mr. Compton made the motion to suspend council rules to allow second reading on **PROPOSED ORDINANCE 2020-10** with a second by Mrs. Voelker motion carried.

Mayor Wood spoke in favor of **PROPOSED ORDINANCE NO. 2020-10**. He began stating this would make things compatible with the governor's executive order to not be in violation of ghost employment laws. Mayor Wood continued stating this ordinance would clean up language with State Board of Accounts to be audited every year and this ordinance was similar to ordinances being approved in many cities in the State of Indiana. He also noted there were very few employees working from home and it was the city's intent to keep our services essential for the public.

Mr. Hixenbaugh thanked City Attorney Mike Trippel for drafting the ordinance and expressed appreciation for the Mayor's comments followed by the administration's support with this ordinance. He continued stating this ordinance was beneficial not only to employees, but also to the community of Mishawaka.

Question was called for at 7:10 PM for **PROPOSED ORDINANCE NO. 2020-10**  **Vote: Motion carried by unanimous roll call vote (summary: Yes = 9).
Yes: Mrs. DeMaegd, Mr. Banicki, Mr. Hazen, Mr. Mammolenti, Mr. Emmons, Mr. Bellovich, Mr. Compton, Mrs. Voelker, Mr. Hixenbaugh. Thus, it becomes Ordinance No. 5689**

PROPOSED ORDINANCE NO. 2020-09

**AN ORDINANCE DECLARING AN EMERGENCY AND DETERMINING THE
EXPENDITURE OF ADDITIONAL FUNDS FOR THE YEAR ENDING DECEMBER 31,
2020**

**Additional Appropriation – Cumulative Capital Improvement Fund \$55,000 – Public
Safety LIT Fund \$713,901 – CEDIT Fund \$713,901 – Improvement Sidewalk/Curb 50/50
\$20,000 – Ambulance Fund \$198,000 – Total \$1,228,794**

Rebecca Miller, City Controller stated two items needed adjustment in the budget; the first being the payments for the new aerial ladder truck purchased last year, it had one payment and required two payments. Ms. Miller went on to state the second item was adding funds to continue to pay the PSAP out of Public Safety LIT and CEDIT by working it back into the budget. She said there was also the matter of a change of dissolving the separate Sidewalk and Curb fund. Ms. Miller explained instead adding \$20,000 to CEDIT, whatever the citizens pay towards the 50/50 program the City's portion would be paid out of these funds. She went on to say as for the ambulance fund, the Mishawaka Fire Department had the opportunity to purchase a refurbished ambulance to be used as a reserve.

Mr. Mammolenti asked how many citizens took advantage of the Sidewalk and Curb fund in terms of dollar amount in the year of 2019. Ms. Miller answered it usually ran between \$10,000 and \$16,000.

Mr. Compton questioned the condition of the refurbished ambulance. Mayor Wood stated the ambulance was used as a demo, it had 1,000 miles.

Mr. Hixenbaugh thanked Rebecca Miller for her work on this ordinance and stated how essential this ordinance was given the circumstances of the public health crisis. Mr. Hixenbaugh continued stay he has indicated to the Mayor that the council would be ready to work with the administration as additional funding becomes necessary throughout this process.

Question was called for at 7:19PM for **PROPOSED ORDINANCE NO. 2020-09**  **Vote: Motion carried by unanimous roll call vote (summary: Yes = 9).**

Yes: Mrs. DeMaegd, Mr. Banicki, Mr. Hazen, Mr. Mammolenti, Mr. Emmons, Mr. Bellovich, Mr. Compton, Mrs. Voelker, Mr. Hixenbaugh. Thus, it becomes **ORDINANCE NO. 5690**

NEW BUSINESS

Mayor Wood gave updates on where the city stood during this time. He said the Public Safety departments were delivering outstanding public service daily. Mayor Wood continued stay there have been up to 8 calls a day to the Fire Department regarding COVID-19 and explained the new ambulance purchased would surely come in handy. Mayor Wood continued staying the Public Safety departments were well equipped and has been in contact with state officials to make sure Mishawaka has what was needed. He said task force has continued to meet and the administration has instituted necessity spending in response to the crisis, such as authorization of spending for masks has been made for all city employees. Mayor Wood went on to say the Clinic has responded well and have administered about 25-30 tests to citizens in the area which were all negative. He also mentioned they were testing for the South Bend Fire and Police Departments out of the Mishawaka facility to ensure safety. Mayor Wood said as a whole they have been diligent and must continue to heed the guidelines of the CDC and the Governor's stay at home order. Mayor Wood went on to announce the Leaf Pickup program would began April 20th through the duration of the week. He thanked the IT department for making sure we have the equipment to continue to hold meetings throughout this period of time. Lastly, Mayor Wood stated HUD has donated \$282,298 to the City of Mishawaka specifically for COVID-19 efforts.

Mr. Mammolenti thanked Mayor Wood for the helpful information and asked how many tests Mishawaka has available at this time. Mayor Wood said the city has as many tests that were needed at this time, but the results of the tests were more important at this time than the testing itself. Mr. Mammolenti also asked has the Mayor met with the CEO of St. Joseph Hospital yet and how the hospital was handling the outbreak. Mayor Wood informed he has had phone conversations with the CEO but has not personally met with him yet. He said they discussed capacity reached at both hospitals and an overflow facility locally has been discussed to aid those affected by COVID-19.

Mr. Mammolenti thanked all staff involved in making the council meeting possible in short notice and the task force for their efforts.

Mr. Compton asked has any Mishawaka citizens tested positive for COVID-19. Mayor Wood stated he was not aware of any positive cases at this time in Mishawaka despite the fact of multiple positive cases in St. Joseph County.

Mr. Hixenbaugh announced the Primary Election previously scheduled in May would be held in June, which impacts the council meeting dates. Mr. Hixenbaugh announced the council meeting dates of May 6th and June 1st would switch to May 4th and June 3rd.

Mr. Bellovich made a motion to change the date for the council meetings in May and June with a second by Mr. Hazen motion carried.

Mrs. Voelker asked would City Hall remain a polling place. Clerk Block stated the Election Board was currently working on what would transpire with vote centers in the area, but a definite decision has not been made at this time. She continued to say City Hall was likely to not be a polling place, but it could be change.

Question was called for at 7:42PM to Change the Dates previously discussed.

Mr. Mammolenti announced Twin Branch Neighborhood Watch meeting held with Mr. Hazen was canceled for the month of March.

Mr. Hazen thanked President Hixenbaugh, Clerk Block, the IT Department, and Mayor Wood for putting the meeting together. He further stated how important all the city workers were during these difficult times.

Mr. Hixenbaugh ended the meeting with a closing statement:

Acknowledge individuals & organizations who helped make tonight's meeting possible

o Council for being patient & flexible

o Administration & City Information Technology Department

- Particularly Director Patrick Stokes & Brent Chupp**

o Michiana Access TV

o City Clerk Debbie Block

· Also want to take a moment & acknowledge the groups & individuals who are doing the vital work that needs to be done in order for Mishawaka to make it through this public health emergency

o Our police, fire, and EMS personnel

o All of our other City employees who are making sure that City services & utilities are available

o Our health care workers

o Our food service & grocery store workers

o Our school administrators, teachers, support staff & students

- o Everyone else who has continued to get up & go to work every day either remotely or in person
- o All of us who have followed social distancing guidelines & done everything else that we can to care for each other during this time of trial
 - There are undoubtedly stormy seas ahead, but I am convinced that we will get through it as long as continue to stand together as we always have as a community
 - Please let us know how we as a Council can help
 - You can reach us by calling the Clerk's Office at 574-258-1616 & our individual contact information can be found on the City of Mishawaka website at mishawaka.in.gov
 - With that, a motion to adjourn is in order
 - We are adjourned. Thank you and please be safe.

ADJOURNMENT 7:50PM

Deborah S. Block /s/
Deborah S. Block, IAMC, MMC, City Clerk

Gregg A. Hixenbaugh /s/
Gregg A. Hixenbaugh, President