

**MINUTES OF THE REGULAR MEETING  
COMMON COUNCIL & RENSSELAER UTILITY BOARD  
April 28, 2025**

The Common Council of the City of Rensselaer and Rensselaer Utility Board met on April 28, 2025 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, Deputy Clerk-Treasurer Jessica Call, 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 Sergeant Daniel White, Utility Office Manager Heather Smart, Lead Line Foreman Garrett Welker, Park Supt Heather Hall, Street/Water/Sewer/Sanitation Supt. Bryce Black and Gas Supt. Todd Wilson and Assistant Superintendent Josh Eldridge. Absent: Clerk-Treasurer Shelby Keys

Also in attendance were: Amanda Manns, Eileen Phegley, Stace Pickering and Mathew Quick.

The minutes of the April 14, 2025 regular council meeting were presented. There was a motion by Rayburn, second by Watson, to approve the minutes as presented. The motion passed unanimously.

**Citizen Comments and Petitions:** Eileen Phegley said the greatest honor and tribute to Hal Gray would be to focus on the beauty, maintenance and usage of the park. Phegley said Hall has a vision to bring more usage to the park by incorporating music, nature and children, all of which Hal Gray loved.

**Resolution 12-2025, Transfer of Funds:** Call said Resolution 12-2025 is for a transfer of funds within the General Fund for \$2,300.00 and the Community Development fund for \$900.00. There was a motion by Rayburn, second by Watson, to approve the resolution. The motion passed unanimously.

**Burial Rights Request:** Call said there were two burial right requests in the 2002 Addition of the Weston Cemetery. There was a motion made by Arnold, second by Overton, to approve the burial rights. 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 credit card activity log. The motion passed unanimously.

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

**Administrative Comments:**

**Phillips** said the RVFD will be busy this weekend. Brookside Church will be hosting their breakfast on Saturday.

**Call** had nothing.

**Watson** had nothing.

**Weishaar** said applications are still being accepted until May 9, 2025 at noon for the Rensselaer School Board position. Applications should be submitted to the Mayor's Office. She thanked the City employees who were called out on Easter and resolving all issues.

**Rayburn** asked about "No Truck" signage throughout town. He said the current signage is very small. Phillips mentioned there being one on Jefferson St., which was donated by Leggett and Platt. Our Reach Alert numbers are getting better.

**Arnold** asked if the city will be reimbursed for the utility work at the new Saint Joe subdivision, stating that our Subdivision Control Ordinance says the subdivider is responsible for utility installation. Arnold stated this ordinance is not being followed. He added that the subdivider is also responsible for providing a 3-year maintenance bond, also required by our ordinance. He asked if Saint Joe will be providing this. Arnold stated this is not the taxpayer or utility customer's responsibility to provide the utilities or maintenance. Phillips said he spoke with the city attorney and other mayors', but he would look into it.

**Overton** had nothing.

**Superintendents Reports:**

**Police Dept:** White said Jacob Hofmeyer would be graduating from the Northwest Indiana Law Enforcement Academy on Friday. To report a vehicle that you suspect needs tagged, contact the Rensselaer Police Department.

**Law Dept:** Sammons had nothing.

**Utility Office:** Smart said auditors have been on-site. She also said the Urban Forestry Council gave away over 100 trees for Arbor Day.

**Building Dept:** Davis said the draft Housing Plan should be complete by the end of the week, with the final to be completed within the next month.

**Fire Dept:** Haun said the RVFD responded to 101 calls in 118 days. Echoed Phillips by stating the fish fry is on Friday. City-wide yard sale applications can be submitted at the Rensselaer Gas Department or the RVFD. Factories throughout town requested fire extinguisher training, which will be scheduled soon.

**Electric Dept:** Welker said they completed changing out the primary wires, open wires and changing out transformers at the easement between Milton Ave. and Melville St. Three employees going to class next week for their "top out" test, to become journeymen. The department will be assisting with clean-up week.

**Street, Sanitation, Water and Sewage:** Black said the final manhole on Melville should be replaced tomorrow and have the road open by next Monday. I-65 easements have been sent to Attorney Sammons for review, then will be sent to the property owners. Amtrak is close to getting paving done. Phase 3 of the Lead Service Line Project should be open for bid by the end of May. Lastly, painting of the Drexel water tower should begin soon. Eldridge said CCMG

confirmed that Town + Country will begin concrete work on Front St on May 5<sup>th</sup>. They have entered the purchasing phase of the Community Recycling Grant.

**Gas Dept:** Wilson said his employees are still working on valves. The current project at Rose Acre Farms is complete. There are two more buildings going up, one pad is complete and the other will be started soon.

**Cemetery Dept:** Effinger on May 13 he will be attending mosquito control training. They've been working hard to get the cemetery ready for Memorial Day.

**Park Dept:** Hall said Thursday they will be turning on the fountain at Filson Park. Future painting projects include La Rue pool house and the interior of the pool. Amanda Manns will be in charge of the park's Summer League. Camp registration and La Rue swim lesson forms will be available by the end of the week. Hall also stated that Rose Acre Farms inquired about what projects she would like to see within the parks.

There being nothing more to come before council, there was a motion by Rayburn, second by Overton, to adjourn. The motion passed unanimously, and the meeting adjourned at 6:25 p.m.

  
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Jeffrey S. Phillips, Mayor

Attest:

  
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Jessica Call, Deputy Clerk-Treasurer