

TOWN OF ADVANCE

MEETING MINUTES

LOCATION: ADVANCE TOWN HALL

SEPTEMBER 11, 2017

7:00 PM

112 N. Main – P. O. Box 67 Advance, IN 46102 Phone: (765) 676-6611 – Fax (765) 676-6696

Email: advanceCT@townofadvance.com

Council Members: Matt Johnson, Melody Fry, Dale Thompson, and Jim Caldwell

Clerk Treasurer – Shari Johnson

Marshal: Brad Thomas

Attendees: Council Members: Melody Fry, Jim Caldwell and Dale Thompson

President Johnson phoned in remotely for meeting

Clerk-Treasurer: Shari Johnson

Others in attendance: Troy Elless, Diane Schultz, Ken Weber, Joe Schmidt, Keith Cromwell, Dan Bewley, Jeff Hopper, David Gregory, Brad Thomas, Lisa Henry, Greg Lowery and Randy Hill

Councilwoman Fry called to order the Council Meeting at 7:00 p.m.

Pledge of Allegiance

A Moment of Silence was held for those who lost their lives in 9-11-01

Rules of Order were read by Councilwoman Fry

Diane Schultz of the Boone County Chamber of Commerce

Ms. Schultz, a resident of Boone County, became Executive Director on 05-01-2017. The Chamber Board has a vision to connect the county and bring new businesses to greater Boone County and the goal is to give exposure to businesses and bring businesses to Boone County. Advance has a complementary membership. An e-Newsletter is sent to 500 e-mails to residents and a new website is being developed and Ms. Schultz is looking forward to partnering with the Town.

Ken Weber of Reach Alert

Reach Alert is an easy way to communicate emergency service as well as any information the Town wants residents to have. Within 30 seconds those who are signed up with Reach Alert, will know information. A single message can be sent out to entire town, a certain street, or businesses and groups can be set up for messages. CT Johnson questioned how many Admin people can be assigned, and Mr. Weber stated as many as the Town wants; i.e. Council President, Town Marshal, etc.

CT Johnson questioned if the Reach Alert could be used as an emergency call center, and call center works 24 hours a day all they would need would be the numbers to contact. CT Johnson also questioned if there would be an additional fee for the answering service and he stated no.

Discussion ensued.

President Johnson stated he felt this would be a worthwhile service.

Councilman Caldwell made a motion to approve the meeting minutes from the August 14, 2017 meeting. Councilman Thompson seconded. All in favor, motion passed.

Police – Brad Thomas, Marshall

Mr. Thomas stated the police car's wiring was dangerous. The laptop mounts are being redone as it was a liability if the car was ever in an accident. Anyone interested in being a Reserve need to contact Marshall Thomas, and training would be done through the Sheriff's Department.

There is no ammunition for the Police Department and a vest needs to be purchased, the vest cost is \$850.00. There are grants available for vests, and Reserves need to be hired before grants can be completed for the vests.

The big push for Mr. Thomas was to work with the kids and he could be an enemy in the car or associate with them. Pleasant View church has donated food to feed the kids in the morning and begin their day on a positive note. Vandalism has been an issue, and Mr. Thomas has been tutoring.

Radar guns, the condition is unknown. Radar signs are being looked into to control speed and CT Johnson stated LTAP had free rental. Discussion ensued.

Councilman Caldwell stated a new gun safe needed to be approved for purchase. Discussion ensued.

President Johnson commended Marshal Thompson on his involvement with the kids and community.

President Johnson and CT Johnson spoke with the Town's DLGF representative, and funds can be re-appropriated from the Marshal salary, to aid in the purchase of a new police vehicle. The vehicle will not be available until next spring.

Marshall Thomas stated Ford is releasing an F-150 and the vehicle will be a nice reflection of the Town. Debbie Breedlove stated that the vehicle can be ordered in October of this year. Marshall Thomas also stated that having a pick-up truck will benefit the Town for hauling as well. The tentative cost is under \$35,000. In the 2018 budget funds can be appropriated for the vehicle.

CT Johnson stated an Ordinance would need to be written for the Council to approve moving funds from the Marshall's salary appropriation to Equipment as well as an Ordinance to purchase the vehicle.

Councilman Caldwell made a motion to approve invoices for police clothing purchased from Sullivans for \$24.98, \$103.44 and \$103.18 and a police vest from Jenkins in the amount of \$850.00. Councilman Thompson seconded. All in favor, motion passed.

Councilman Caldwell made a motion to approve car wiring for \$350.00. Councilman Thompson seconded. All in favor, motion passed.

Councilman Caldwell made a motion for ammunition in the amounts of \$303.22, \$84.10 and \$20.25 and a gun safe up to the amount of \$500. Councilman Thompson seconded. All in favor, motion passed.

Clerk-Treasurer – Shari Johnson

CT Johnson presented the Fund and Appropriation Reports.

CT Johnson stated she met with the Town DLGF Representative, Ryan Burke and he explained the reports in detail, and that governmental is difficult to learn and is on an 18 month calendar.

Local Road and Street funds were done for the 2017 year, and she did not want to overspend the fund. CT Johnson also advised that she checked IC code and that MVH funds could not be used for storm drain repair. An estimate was given by Hoppers for storm drain repair at the fire station and if these concerns can wait until 2018, and Councilman Caldwell stated they could. CT Johnson stated she understood better the reports.

President Johnson requested the Council to look at the Fund report, and the water and sewer were still in the negative due to past appropriating and based on his projections, and the water fund should be out of the negative within 6-7 months. CT Johnson interjected that the water tower loan would come out in January, and funds may take a little longer to be in the positive. Sewer is not gaining as quickly as the water fund, and changes made by the Council are working and within 18-24 months all the utilities should be in the positive. CT Johnson stated all the funds were in one bank account and prior to 2012 were in 4 accounts. Once the funds are in positive cash flow, funds will be put back into 4 separate bank accounts. Previous Clerks did not

appropriate funds out of LR&S, and MVH and all were taken out of the utilities which drove those funds further in the red.

The ceiling tile project is still on hold until verification of leaks can be made. Discussion ensued.

Councilman Caldwell made a motion to approval for CT Johnson to attend ILMCT Training for \$140.00, \$89 a night for the hotel, and mileage. Councilman Thompson seconded. All in favor, motion passed.

Welcome packets for new residents are being implemented in the Clerk's office.

Trick-or-Treat times for the Town were discussed. Councilman Caldwell made a motion the time will be on October 31, 2017 from 6-8 p.m.

CT Johnson will be training by the IURC on September 28, 2017.

Invoices were presented from Hopper for approval by the Council.

Councilman Caldwell made a motion to approve invoices from Hopper Excavating in the amounts of \$382.50, \$562.50, \$495.00, \$896.70, \$52.00 and estimate to replace a meter yoke for \$835.00. Councilman Thompson seconded. All in favor, motion passed.

CT Johnson requested approval for an engineering invoice from Gary Ladd. Councilman Caldwell made a motion to approve the invoice for Gary Ladd for \$6940.05. Councilman Thompson seconded. All in favor, motion passed.

Councilman Caldwell made a motion to approve the last invoice for Smith's Trash of \$850.00. Councilman Thompson seconded. All in favor, motion passed.

CT Johnson requested approval of adjustments made in the Clerk's office for utility bills, adjustments for August, \$430.03, \$1468.26, and \$311.42. The aforementioned were minimum accruals in the software system, and direction from SBOA said if the accruals are not written in the Ordinance, then the Town cannot charge for them. A sewer credit for \$52.61, requested was for a pool fill up, for a total of \$2262.32. Councilman Caldwell made a motion to approve adjustments of \$2262.32. Councilman Thompson seconded. All in favor, motion passed.

There was a substantial amount in the Donation Fund. Donations of \$250.00 were given for Christmas lights and funds of \$1440 were spent for new Christmas lights.

The Budget Hearing will be September 24, 2017 and the Budget Adoption will be October 23, 2017. CT Johnson stated that 10 days notice had to be given to taxpayers before the Hearing and 10 days between the Hearing and Adoption. Requests for closed BIDS will be posted in the paper. Any questions, anyone can stop by the CT's office and verify on the DLGF website.

UMAC- Troy Elless

Mr. Elless reported that usage was way down and Town is now losing 856,000 from 1.8 million gallons previously.

The Water Tower inspection would be on Tuesday the 13th of September.

A flow test required from IDEM for Town engineer, Gary Ladd. When hydrant flushing is done, flow tests will be done on every hydrant. Discussion ensued with Mr. Elless and Councilman Caldwell.

ISC – Joe Schmidt

Mr. Schmidt asked the Council if they had any questions regarding the report submitted. None were presented.

A broken pole behind the Town building had been replaced and a pole relocated for the SR 75 Project. Faulty equipment in the easement posed a concern of access and vegetation. Jumpers would be placed and before anything is done permanently.

Power lost during emergency hours call, the technician had difficulty finding fuse to restore power. ISC is working on a long-term plan for the Town.

CT Johnson posed to Mr. Schmidt regarding security lights, that she was advised mercury bulbs could no longer be purchased by the Town or IMPA. Mr. Schmidt concurred. Solutions offered were change to high pressure sodium, which emits an orange color, or LED lights. LED lights would last longer with a dusk to dawn light. CT Johnson questioned what was currently being used to replace lights that went out, and Mr. Schmidt stated our inventory was being utilized. CT Johnson questioned the cost of the LED fixtures.

CT Johnson questioned Mr. Schmidt about the 5 year grant program that the Town was participating in and that Town had approximately \$1800.00 in this Chase account was expiring. CT Johnson had already spoken to SBOA regarding these funds from the Department of Energy. She questioned what these funds could be used for once these funds mature once this account is closed out and funds issued. Mr. Schmidt stated the nature of this grant needed to be utilized for energy efficiency problems in town; however, now that the program is over, the Town could use for any purpose. CT Johnson stated she would appropriate these funds separately and they could possibly be used for the LED fixtures. Marshall Thomas suggested he take an inventory of working security lights.

Hopper – Keith Cromwell

Sign removed on north end of Town for SR 75 project, mowed, hydrovac a meter pit under water and mud, storm drains were hydrovaced on Cherry Street, meter reads were done, cleaned streets and placed landscape rocks.

For pending work orders, CT Johnson questioned the cost of the stone, and Mr. Hopper stated it should be under \$1000.00.

Mr. Cromwell requested a non-smoking sign be purchased to place within 8 feet of the post office door. He stated cigarette butts were all over.

President Johnson stated that the septic tank cleaning was close to being over budget, and to suspend pumping the tanks until the first of the year, unless there is an emergency. Mr. Hopper stated they could keep on schedule and not bill until the first of the year. President Johnson stated this needed to be watched. Mr. Elless questioned when the last time the school pumping had been done. Mr. Hopper stated Mr. Reed, previous Superintendent, would know. CT Johnson stated she began a list of which houses in Town had been serviced. Discussion ensued.

Park – Dan Bewley

Mr. Bewley stated grant options were still being worked on, in addition to a donation letter. CT Johnson stated she had asked the attorney the status of a 501 C 3. Mr. Childers began cutting trees and agreed to cut all the Park trees for \$1000.00. CT Johnson stated the Park fund had \$3200.00 until the end of the year.

The trail was continued to be sprayed and a closed sign was on the park trail. The kid's basketball goal backboard is busted and may need a new one. The park board and Marshall Thomas are working on programs for the park. The Park Board is working on creating programs for the kids in Town.

Marshal Thomas stated the estimate for the bathroom at the Park. The water heater would be the most expensive item at \$1000.00 and the costs for the plumbing equipment was running about \$2000.00 and the parts the Town was getting at cost.

Ms. Henry stated that limbs were down over the trail. CT Johnson stated that the funds available in the Park budget left was \$3200.00 for the year and asked if there were questions from the Park Board for the 2018 budget.

President Johnson stated that there were Funds available in the CCI of \$2500.00 and CCD funds of \$5000.00 to use towards completion of the Park bathroom. Discussion was made for Justin Ford and Josh Ford to do plumbing work on the Park restroom. CT Johnson stated that the Rainy Day funds were only for Rainy Day Street.

Discussion ensued of work that needed to be done to the restroom.

Councilman Caldwell made a motion to use CCI and CCD funds in the total of \$7500.00 for materials to work towards completion of the Park Restroom. Councilman Thompson seconded. All in favor, motion passed.

Fire – Keith Cromwell

Mr. Cromwell reported for the month of August there were 11 EMS run, 4 fires and 3 alarms.

Claims:

Councilman Caldwell made a motion to approve the Claims dated September 11, 2017 for \$79216.61 and to sign August Claim form. Councilman Thompson seconded. All in favor, motion passed.

Old Business:

Councilman Caldwell made a motion to adopt Ordinance 2017-06; An Ordinance Adopting Purchasing Policies of the Town of Advance, Indiana. Councilman Thompson seconded. All in favor, motion passed.

Councilman Caldwell made a motion to adopt Ordinance 2017-07; An Ordinance Adopting A Limited English Proficiency Language Access Plan (LAP) for the Town of Advance, Indiana. Councilman Thompson seconded. All in favor, motion passed.

Councilman Caldwell made a motion for the Clerk-Treasurer to sign the LEP/USA Translators agreement. Councilman Thompson seconded. All in favor, motion passed.

Councilman Caldwell made a motion to accept Ordinance 2017-09; A Resolution of the Town Council of the Town of Advance, Indiana Amending Resolution No. 2010-12 Authorizing Credit Card Use. Councilman Thompson seconded. All in favor, motion passed.

CT Johnson stated 4 trees were cut down, and she would verify the funds were available to cut down trees. She thought there were two other trees that needed to be cut down.

New Business:

Councilman Thompson made a motion for DC Trees to cut down trees at \$500.00 a tree on Wall Street. Councilman Caldwell seconded. All in favor, motion passed.

Approval was needed for ilines to place an additional receiver at 7995 W. SR 32 for better reception to be received.

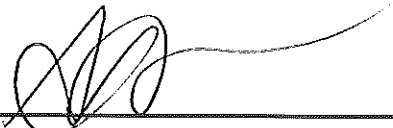
Councilman Caldwell made a motion to place a receiver from ilines at 7995 W. SR 32. Councilman Thompson seconded. All in favor, motion passed.

Council had discussion regarding the sale of surplus items and CT Johnson would be placing ads in the paper regarding closed bids, and President Johnson stated that notice would be placed electronically as well.

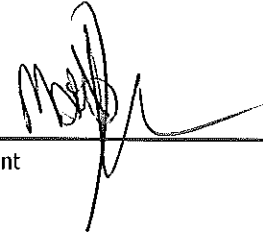
Billing Disputes

Councilman Caldwell stated there has always been a problem with Batt's meters and cost needed to be reviewed to replace the current meters with a 2" meter. Discussion ensued.

Councilman Thompson made a motion to adjourn at 20:47. Councilman Caldwell seconded. All in favor, motion passed.

X 

Clerk Treasurer

X 

President