

TOWN OF ADVANCE

SPECIAL MEETING – MINUTES

LOCATION: ADVANCE FIRE DEPARTMENT

DECEMBER 28, 2016

7:00 PM

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

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

Clerk Treasurer – Shari Johnson

Superintendent: Nathan Reed

Marshall: Ray Hieston

Attendees:

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

Clerk-Treasurer: Shari Johnson

Legal Counsel: Amy Nooning

Others Present:

Keith Cromwell, John Demaree Jr., David Gregory and Greg Lowery

President Johnson called to order the Special Meeting at 19:01

Pledge of Allegiance

President Johnson read the Rules of Order for the meeting.

Clerk

Jean Hitch at 3435 S. State Road 75 requested a credit on her utility bill for the year 2016, as she has been charged for trash pick-up and Ray's picks up her trash.

Councilman Caldwell made a motion to credit Ms. Hitch \$126.00 on her utility bill for \$126.00 for unused trash service. Councilman Thompson seconded. All in favor, motion passed.

Councilwoman Fry expressed that the Council does not want to make this a recurring issue with customers requesting credits on their bills. Clerk-Treasurer Johnson explained this was a billing error on the Clerk's office part a few years ago.

Clerk-Treasurer Johnson requested that minimum fee accruals in Keystone be waived when utilities are shut-off. Councilman Thompson requested more information be received.

Councilman Caldwell made a motion to remove minimum fees be removed in the Keystone system once verification made if sewer fees can be removed. Councilman Thompson seconded. All in favor, motion passed.

Councilman Caldwell made a motion to remove fees that have accrued in Keystone for bills in 2016 pending verification. Councilman Thompson seconded. All in favor, motion passed.

Clerk-Treasurer Johnson explained that the Utility Superintendents were allowed a \$750.00 annual clothing allowance and Mr. Shelton spent over \$4.74. She requested the Council approve the overage.

Councilman Thompson made a motion to accept the overage of Mr. Shelton's clothing allowance of \$4.74. Councilwoman Fry seconded. All in favor, motion passed.

Clerk-Treasurer Johnson addressed the Council of where the Town stood on the outstanding IRS issue. The total amount pending including all penalties and interest is \$47189.93. Actual taxes owed to the IRS is \$20382.54. However, Revenue Officer Jones stated if the Council agreed to pay actual taxes owed of \$20382.54, interest would stop accruing on that amount.

Revenue Officer Jones would then present an abatement request for all previous quarters. Once the abatement is applied, then penalties and interest would be recalculated, and the outstanding interest would be known. Clerk-Treasurer Johnson also questioned RO Jones about interest in 2016 that has accrued, since the error was noted and sent back to the IRS, and unfortunately RO Jones stated it would still be due. An actual number of remainder due will not be known until the abatement would be applied. Clerk-Treasurer Johnson requested the Council approve payment of \$20382.54 be paid, to stop accrual of interest.

Councilwoman Fry made a motion to pay taxes due to the IRS in the amount of \$20382.54 for Quarter two of 2012, all quarters of 2013, and quarter one of 2014. Councilman Caldwell seconded. All in favor, motion passed.

President Johnson read the first reading of Ordinance 17-01, **An Ordinance Amending Section 2-1-1 and Section 2-1-2 of the Advance Municipal Code Pertaining to Rates and Charges for Electric Service for Customers of the Advance Municipal Electric Utility of the Town of Advance, IN.**

President Johnson read the first reading of Ordinance 17-02, **An Ordinance Amending Chapter 2 of Article 2 of the Advance Municipal Code Pertaining to Rates and Charges for Water Service for Customers of the Advance Municipal Water Utility of the Town of Advance, Indiana.**

President Johnson stated the Public Hearing would be January 25, 2017. Legal Counsel advised the Public Hearing pertained only to Water and Wastewater Utility.

Councilman Thompson stated he didn't understand the Ordinances, that they "made no sense".

President Johnson stated he would see if Mr. Callahan could attend the Public Hearing to present; however, this table of rates had been in place for a long time.

Councilman Caldwell read the Salary Ordinance 2016-06. President Johnson abstained from the reading and voting of Ordinance.

Councilwoman questioned if personal time would be paid out, and President Johnson advised employees would not.

Councilman Thompson stated bi-weekly wording needed to be changed. Legal Counsel advised wording could be amended to every two weeks. She also recommended to adopt the Ordinance in 2016 would be to suspend the second reading and vote to adopt with amendments.

Councilman Caldwell made a motion to suspend the rules of considerate on the first reading. Councilwoman Fry seconded. All in favor, motion passed.

Councilman Caldwell made a motion to adopt the Salary Ordinance 2016-06 with the amendment of bi-weekly to every two weeks for pay, and amend vacation for Deputy Clerk, and Deputy Marshall to 40 hours of vacation per year, after six consecutive months of employment. Councilwoman Fry seconded. All in favor, motion passed.

Councilman Thompson made a motion to accept the Workman's Compensation (IPEP Policy) for \$5896.00 and the Town Policy for \$15790.00. Councilman Caldwell seconded. All in favor, motion passed.

President Johnson stated that on Water and Wastewater received several bids. For the Electric Utility, no other bids were received as IMPA is the Town's supplier of electricity. In addition, IMPA would be working with the Town to assess the Town's line loss.

Some of the scopes for the General Labor Contracts would areas such as mowing, snow removal and other labor needs. Bids were received for this service from UMAC, Byrd's Landscaping and Hopper Excavating. General Labor would be paid on an hourly rate.

Councilman Thompson made a motion to accept Hopper Excavating for the General Labor Contract for the Town of Advance. Councilwoman Fry seconded. All in favor, motion passed.

Two contracts were received for the Water/Wastewater Utility Maintenance: Astbury and Utility Maintenance and Construction. The scope of work would include management of the facilities, maintain licenses, maintain reports, conduct testing, complete monthly reports and maintain records.

Councilman Thompson questioned how often the contracted employees would be in Town. President Johnson stated they would be in charge of the total management of the system of a cost of \$4000.00 a month.

Councilwoman Fry made a motion to accept the contract from UMAC (Utility Management and Construction). Councilman Thompson seconded. All in favor, motion passed.

President Johnson stated that the cost of ISC (IMPA Service Corporation) services would maintain the Town's Electric Utility.

President Johnson recommended that Hopper Excavating conduct meter readings for the Town as they had the best price to town. He stated that if Hopper's was not available to perform services, the Town has a back up from other companies.

Councilwoman Fry made a motion to accept the Exhibits and Contract from ISC. Councilman Thompson seconded. All in favor, motion passed.

President Johnson read Resolution 2016-A-07: A Resolution Appointing a New Commissioner to the Indiana Municipal Power Agency.

Councilman Thompson made a motion to suspend the second reading of Resolution 2016-A-07. Councilwoman Fry seconded. All in favor, motion passed. Councilman Caldwell abstained.

Councilman Thompson made a motion to accept Resolution 2016-A-07. Councilwoman Fry seconded. All in favor, motion passed. Councilman Caldwell abstained.

Clerk-Treasurer Johnson read the Oath of Office making Councilman Jim Caldwell Commissioner to IMPA. Councilwoman Fry, Notary, notarized the Oath.

Clerk-Treasurer Johnson read certifications from IMPA.

Councilman Thompson made a motion to accept the Legal Contract for \$7500. Councilwoman Fry seconded. All in favor, motion passed.

Councilwoman Fry made a motion to accept the Fire Contract as is. Councilman Thompson seconded. All in favor, motion passed. Councilman Caldwell abstained.

President Johnson stated the contract for the Fire Department was rewritten due to the new L.I.T. Funds.

Councilman Caldwell made a motion to accept the Resignation of Marshall Raymond Hieston. Councilman Thompson seconded. All in favor, motion passed.

Councilman Caldwell made a motion to payout two weeks of vacation time to Marshall Hieston. Councilman Thompson seconded. All in favor, motion passed.

President Johnson read Ordinance 2016-07.

Councilwoman Fry made a motion to suspend the second reading of Ordinance 2016-07. Councilman Thompson seconded. All in favor, motion passed.

Councilman Thompson made a motion to accept Ordinance 2016-07. Councilwoman Fry seconded. All in favor, motion passed.

Councilman Caldwell made a motion to re-elect President Johnson as President of the Town Council of Advance for the year 2017. Councilwoman Fry seconded. All in favor, motion passed.

President Johnson read Resolution 2016-A-08, **A Resolution Declaring Items Surplus.**

Councilman Thompson made a motion to suspend the second reading of Resolution 2016-A-08. Councilman Caldwell seconded. All in favor, motion passed.

Councilwoman Fry made a motion to accept Resolution 2016-A-08. Councilman Thompson seconded. All in favor, motion passed.

NEW BUSINESS

President Johnson stated there were three ways the Council can liquidate items: an auction, closed bid, or on-line auction. Collins equipment expressed interested in auctioneering with a 10% fee of the auction price. Councilman Thompson recommended research be done and make a determination at the January Meeting.

President Johnson presented leasing or selling the Shop. The Council felt the best option would be to lease. Item will be tabled for January Meeting.

Lastly, a second appraisal needs to be done for the library.

Councilman Thompson made a motion to adjourn the meeting at 20:48. Councilwoman Fry seconded. All in favor, motion passed.

X

Clerk Treasurer

X

President