

TOWN OF ADVANCE

MEETING MINUTES

LOCATION: ADVANCE TOWN HALL

JULY 10, 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](mailto:advanceCT@townofadvance.com)

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

Clerk Treasurer – Shari Johnson

Marshal: Position Vacant

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

Clerk-Treasurer: Shari Johnson

President Johnson called to order the Special Meeting at 7:00 p.m.

**Pledge of Allegiance**

**Rules of Order: Not read**

Those present: David Gregory, Keith Cromwell, Randy Hill, Jeff Hopper, Pat  
Hinshaw and David Turner.

**Community Crossings Grant**

President Johnson explained the Community Crossings Grant. The Boone County  
Engineer, Craig Parks, wrote a 5 year plan for the Town of Advance to repave all  
streets in Town, i.e., Wall Street to Cherry (Kentucky), Ash to Wall, etc.

narcotics detective. Mr. Thomas during his tenure with IPD, received many awards and recognitions. His start date will be August 14, 2017 and is currently reviewing the Police Policies and Procedures.

Negotiations have been made with the Boone County Sheriff's Department, for Sheriff's Deputies will be working for the town until Mr. Thomas is acclimated to his job.

President Johnson stated that a search will be made for a new police car.


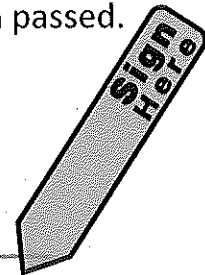
Randal Hill of Advance presented the Council should vote Mr. Thomas in.

Councilman Caldwell made a motion to accept Mr. Brad Thomas as the Advance Town Marshall. Councilwoman Caldwell seconded. All in favor, motion passed.

CT Johnson swore Mr. Thomas in as The Town of Advance Marshall.

No billing disputes were presented.

Councilwoman Fry made a motion to adjourn at 19:30. Councilman Caldwell seconded. All in favor, motion passed.

X    
Clerk/Treasurer

X    
President

TOWN OF ADVANCE

REGULAR MEETING – MINUTES

LOCATION: ADVANCE FIRE DEPARTMENT

JUNE 12, 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](mailto:advanceCT@townofadvance.com)

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

Clerk Treasurer – Shari Johnson

Marshall: Position Vacant

**Attendees:**

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

Clerk-Treasurer: Shari Johnson

Town Marshall: Position Vacant

Others present: David Gregory, Keith Cromwell, Lisa Henry, Clay Becker, Troy Elless, Pat Hinshaw, Nancy Hopper, Jeff Hopper, Randy Hill and Dan Bewley.

**President Johnson called the meeting to order at 19:00.**

**Pledge of Allegiance**

President Johnson read Rules of Order/conduct for meetings.

President Johnson advised the Town that the Clerk's office would be closed during the week for CT Johnson to attend training, and Deputy Kellogg had a death in her family and to keep Deputy Kellogg in thought.

Councilman Thompson made a motion to approve The General Engineering Service Agreement for \$115/hour and \$40/hr for Clerical Support, plus reimbursable expenses. Councilman Caldwell seconded. All in favor, motion passed.

Councilwoman Fry made a motion to approve the Meeting Minutes from the May 8, 2017 Meeting. Councilman Thompson seconded. All in favor, motion passed.

Councilwoman Fry made a motion to accept the Special Meeting Minutes for May 13, 2017. Councilman Thompson seconded. All in favor, motion passed.

## **Police**

### **Position still vacant**

President Johnson gave an update for the Police Department. The town has not had a police presence since January. The Council has looked at all angles. Interviews, background checks, possible agreement with Jamestown and Thorntown and all three options were no help. Council reached out to the Sheriff's Department for a short term plan and pay Deputies on a part-time basis of \$35-\$40/hour. This is a temporary measure and a more solid plan will be presented in July and hopefully a police presence in town by the first of July.

The Sheriff's Department will not have a contract at this time. The Deputies will be on our payroll and one Deputy will oversee scheduling. A payroll voucher will be submitted to CT Johnson every two weeks. Monthly report will be given to Town Council. All will be provided, clothing, insurance, and will assume all liability. Deputies will not leave the town unless a major emergency happens.

CT Johnson questioned how the pay needs to be handled because there is a lot of paperwork to be handled. She also stated that if timecards are not completed on time, then pay would not be able to be made.

Mr. Hill questioned if the deputies would be paid as a contractor or employee. President Johnson stated they would be paid as an independent contractor.

Councilman Caldwell stated that speeding is a top priority in town and advised speeds need to slow down because there will be no mercy with the Sheriff's Deputies on this.

Councilman Caldwell made a motion to move forward with the Boone County Sheriff's office Deputies working for the Town of Advance as a temporary measure for Town police coverage at \$35 - \$40 per hour. Councilwoman Fry seconded. All in favor, motion passed.

### **Clerk**

President Johnson stated he would be making projections for the budget soon.

CT Johnson stated that she had run reports of all utilities since January to current to see if there were improvements to the funds. Sewer was the utility that was stagnant in fund growth and will and to keep an eye on.

CT Johnson requested that Deputy Kellogg receive bereavement pay even though she is part-time due to the circumstances of the death in her family.

Councilman Caldwell made a motion to approve full-time bereavement pay of five days. Councilman Thompson seconded. All in favor, motion passed.

President Johnson stated that INDOT had a policy which 90 days after payment is made for work to be done for the State Road 75 project and they were stringently following these deadlines. The handrails in front of the Town building needed to be cut and repainted.

Councilman Caldwell made a motion to approve Smart Manufacturing to complete this work. Councilwoman Fry seconded. All in favor, motion passed. Councilman Thompson abstained as owner of Smart Manufacturing.

## **UTILITES**

**UMAC** – Troy Elless stated the water system was flushed. In January there was a spike in water loss. There was a significant loss since December 2016 and could look at the cost per gallon being lost.

Council expressed the cost per gallon was not a concern, but where the leak was a priority. Mr. Elless stated the meters were all new. The first thing investigated was the master meter and to recalibrate it. The second recommendation was a leak survey. President Johnson stated Mr. Elless needed to get quotes to have a leak study done, and this was a priority and to get these immediately. Councilman Thompson questioned how old the master meter was and it was thought 20 years. Discussion ensued. CT Johnson requested to be cced in email correspondence. Alarms were fixed.

**HOPPER EXCAVATING** – Keith Cromwell gave the report. Work orders were completed, septic lids, met with the insurance adjuster, mowing, meeting with Gary Ladd on 05-15-2017, septic tanks were pumped, checked hole at side of street at 206, hole patching, reset signs, and another meeting with Gary Ladd on 05-23-2017. Future work to be done: change meter yokes, fix the catch drain behind the Town Hall and storm drain.

President Johnson requested estimates for projects so consideration can be made on each.

**IMPA/ISC** – Clay Becker spoke. Six service requests were completed: leaky breaker box, faulty meters, and ran conduit with wire to restore power to the State Bank of Lizton. A scheduled outing would need to be made for approximately one hour. Councilwoman Fry stated 24 hour notice would need to be given to the bank. Poles and wiring set and 6 new poles would be worked into schedule to be set. Discussion ensued.

CT Johnson questioned security lights staying on and it could be a change in the photo cell.

President Johnson stated he would needs a hard number for the bank repairs to approve.

The next working session would be held on July 28, 2017 at 9 a.m. at the AVFD with the town engineer and contractors. Discussions made for a 5-10 year plan for the Town.

President Johnson and Councilman Caldwell met with Boone County Engineer, Craig Parks, to discuss a 5-10 year plan for the Town and the Community Crossings Grant. The roads have been rated by the PASER system and the form has to be approved by LTAP. If awarded the funds, the project must be completed within 12 months. CT Johnson and Councilman Caldwell would be attending a PASER class on June 27<sup>th</sup> in Lafayette. Discussion followed. Projects must be shovel ready for grant.

**Park** - Dan Bewley presented the Park Board report. The Park meeting was on May 22, 2017. Park cleanup was held and new swings and a new tether ball (which was already popped/flat) was put up. Thanks to the Fire Department to spray equipment and the basketball court. Weed killer was sprayed. Grants are being pursued.

Park Board election: President – Dan Bewley, Vice President – Stacey Sutphin, Secretary – Lisa Henry and Treasurer is Rick Combs.

Issues of vandalism is concerning.

Councilman Caldwell asked about projects and festivals. The Park needs money to do activities.

The next Park Board meeting is scheduled for Monday June 26, 2017 at 7 p.m. at the AVFD.

President Johnson understood frustration of the Park Board, but appreciated the board's efforts for all they have done so far.

**Fire** -Keith Cromwell reported the Fire Department in the month of May 2017 had 15 runs, 1 fire, 9 EMS, 1 urban search and rescue, 1 public assist, 1 power line down and 2 fire alarms.

President Johnson read the amended Fire Contract. Councilman Caldwell would abstain from the vote.

Councilwoman Fry made a motion to accept the amended Fire Contract. Councilman Thompson seconded. All in favor, motion passed.

**Claims** - Councilman Thompson made a motion to approve the Claims for June 12, 2017 in the amount of \$. Councilwoman Fry seconded. All in favor, motion passed.

## **OLD BUSINESS**

- ITRON upgrade was discussed. This would be a software upgrade. If the upgrade is done before the end of the year, then the set up fee of \$1800 is waived.

CT Johnson stated that Midwest Meters will be going to a tablet in the future and not using a handheld device. Discussion ensued.

Councilman Thompson made a motion to approve training by Midwest Meters of \$1000 for the software upgrade of MVRS to FCS. Councilwoman Fry seconded. All in favor, motion passed.

- Closed bids were presented for the trash contract. CT Johnson stated that the Town was limited on companies interested or capable to service the Town's area. President Johnson read over the proposals from Rays Trash and Smith's Trash.

Councilman Caldwell made a motion for Smith's Trash as the responsible bidder. Councilman Thompson seconded. All in favor, motion passed.

The current trash contract is a year to year basis. Consideration for future contracts to run three to five years.

## **NEW BUSINESS**

- Three bids were presented for the Town Insurance claim. Damage was to park restroom, sewage shed, the water tower building.  
Babyak Construction - \$20747.00  
Midwest Roofing Servies - \$22385.00  
Welty - \$23135

Councilman Caldwell abstained from vote as Babyak did the restoration work on his home.



Councilman Thompson made a motion to accept the bid from Babyak for \$20747.00. Councilwoman Fry seconded. All in favor, motion passed.

A quote was received from Hinshaw Construction for repairs in cuts on the roof of the Town Hall as preventative measures at \$900.00 for time and material not to exceed that cost.

Councilman Thompson made a motion to accept the bid of \$900.00 to repair cuts in the Town Hall roof. Councilwoman Fry seconded. All in favor, motion passed.

Councilman Caldwell asked if there were any reserves with the insurance company and CT Johnson stated she would have to ask.

Councilman Thompson said police cards need to be looked at for any claims.

- Mission Statement – The Town needed to agree on one.

President Johnson read the mission statement written by CT Johnson for the Town which would be part of the Employee Manual and Town Code.

“The Town of Advance strives to provide a safe community with respect to history, serving residents driven by fiscal responsibility, to ultimately foster growth.”

The board unanimously agreed to use this statement.

CT Johnson discussed upcoming Ordinances to be either amended or written before the Advance Municipal Code could be sent off for Codification: Social Media Policy, Authorized Purchasers (general descriptions and not specific names) which goes hand-in-hand with the Credit Card Resolution. CT Johnson requested a maximum limit to be written in the policy. Councilman Caldwell recommended a \$500.00 for Authorized Purchasers.

President Johnson stated a surplus Resolution needed to be done for the Charger. Consideration must be made for the light bars on the police cars.

An ad needed to be put in the paper for sealed bids for the Crown Victoria, the digger derrick, and the electrical equipment.

President Johnson discussed the sale of the Town's vacant lot, including restrictions, including no outside storage, no used car lots, no temporary structures, and structure needed to be built within 24 months of purchase and move forward with the Town Attorney, Amy Noonung. Councilman Caldwell stated it would be run by the APC.

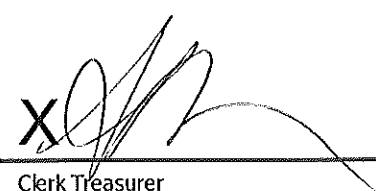
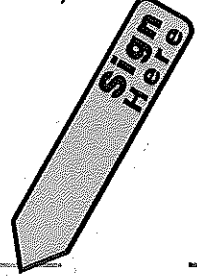
The sale of the library cannot be made to another financial institution and it has historical restrictions, but the Attorney is having a difficult time finding the historical documentation.

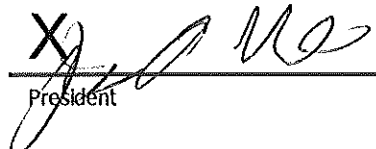
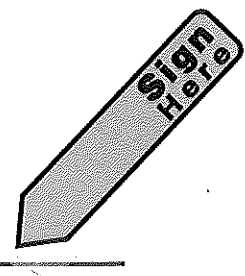
President Johnson discussed the leasing of the Maintenance Building. Two appraisals need to be done to begin that process. The lease may be year to year. Discussion followed.

### **Billing Disputes**

**No billing disputes presented.**

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

X    
Clerk Treasurer

X    
President