

TOWN OF ADVANCE

REGULAR MEETING – MINUTES

LOCATION: ADVANCE FIRE DEPARTMENT

JULY 25, 2017 7:00 PM

112 N. Main – P. O. Box 67 Advance, IN 46102

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

Clerk Treasurer – Shari Johnson

Marshall: Brad Thomas – start date August 14, 2017

Attendees:

Council Members: Melody Fry, Dale Thompson and Jim Caldwell

Clerk-Treasurer: Shari Johnson

Town Marshall: not present

Others present: David Gregory, Keith Cromwell, Troy Elless, Pat Hinshaw, Nancy Hopper, Jeff Hopper, Randy Hill, Gary Ladd and Dan Bewley.

Councilman Caldwell called the meeting to order at 19:00. President Johnson absent, satellite call

Pledge of Allegiance

Councilman Caldwell read Rules of Order/conduct for meetings.

Gary Ladd spoke on preliminary plans for INDOT

Plans were put together for one project/details for meter pits from singles to doubles. Television/cameras were used on storm sewers at lateral

connections. Tape reviewed – some are 80% full and were dirty and no pictures could be taken.

Plans to discuss storm sewers on the side streets off INDOT ROW. Wastewater project preliminary engineering report done IFA – 2013. The plan was approved but not done at that time. Figures were re-estimated with today's costs, and Mr. Ladd met with Mr. Elless and Mr. Nathan Reed of UMAC to discuss additional concerns.

A proposal of \$5800 to update the preliminary engineering report would need to be done to apply for the CFF Grant. Help with the scope of services to file with the grant. Plans would need to begin updating to turn in by November of 2017.

Council decided to table this item for further discussion.

Councilman Caldwell stated that a plan of 5-10 years is in the works for all issues in the Town.

CT Johnson would scan and email applicable reports to President Johnson to review.

Councilwoman Fry made a motion to approve the Meeting Minutes from the June 12, 2017 Meeting. Councilman Thompson seconded. All in favor, motion passed.

Councilwoman Fry made a motion to accept Meeting Minutes for the July 10, 2017. Councilman Thompson seconded. All in favor, motion passed.

Police

No report.

Discussion was made in regards to issues using BCSD deputies. The contract the way is written requires all Council members to sign. This is not conducive for the Council for each deputy that is working. President Johnson stated that the Council would need one delegate to sign the contract per each deputy.

Councilwoman Fry motioned for one board member sign each contract. Councilman Thompson seconded. All in favor, motion passed.

President Johnson requested a volunteer to sign the contracts. Councilwoman Fry will sign on behalf of the Council.

Currently, the pay for the Deputies would be 1099'ed. There is less paperwork and a cleaner process. For tax purposes, when the deputies reach \$600, they would request to receive a W-2 at that time. The concern of Sgt. Musgrave of BCSD is that there wouldn't be police coverage by the end of September. President requested input from the Council for the pay.

CT Johnson stated that her understanding was many officers were already 1099ed with prior projects earlier in the year. President Johnson stated that coverage may be affected. Councilman Caldwell stated the Town could 1099 until changes occur, and see what happens.

CT Johnson stated the situation could be re-evaluated later in the fall. She is currently busy with the budget process and if this could be readdressed at a later date, it would alleviate all the paperwork of doing potentially 10 new hire packets at this time.

Councilman Thompson made a motion to currently pay the deputies by 1099/W-9. Councilwoman Fry seconded. All in favor, motion passed.

CT Johnson stated with the budget process, funds may have to be reduced to meet budget. President Johnson stated an appeal process may need to be done.

Councilman Thompson stated a new police car needed to be purchased. CT Johnson again reiterated that the budget may need to be reduced and no funds available to purchase a car. A car was not in the budget for 2017.

Discussion ensued.

Clerk

CT Johnson questioned if there were any concerns regarding the Fund/Appropriation Reports. None were presented.

Councilwoman Fry made a motion to approve the Berkshire Hathaway appraisal for the Utility building lease of \$450.00. Councilman Thompson seconded. All in favor, motion passed.

Councilwoman Fry made a motion to approve the appraisal from Jeff Wolfe for \$75.00 for the Utility building. Councilman Thompson seconded. All in favor, motion passed.

Councilwoman Fry made a motion to pay Hopper invoice for repair at 210 Cherry Street for \$600.00. Councilman Thompson seconded. All in favor, motion passed.

Councilwoman Fry made a motion to accept Hopper invoice for repair behind the Town Building of \$1663.00. Councilman Thompson seconded. All in favor, motion passed.

Councilwoman Fry made a motion to approve Hopper invoice for sink hole repair on Oak Street for \$1085.00. Councilman Thompson seconded. All in favor, motion passed.

CT Johnson stated that an issue has repeatedly been occurring with the dumpster behind the Town Hall being completely full by trash day, and will need to be locked in the future, with whoever will be servicing our trash service.

A request was presented by the Clerk for the Council to review catalogs for new Christmas lights. The Council opted to table until the next meeting to have time to review next month. Discounts of 35% would be applicable until the end of August.

CT Johnson requested that the Council approve to order a back stock of meters for water and electric, to have on hand if issues arise. Councilwoman Fry made a motion to accept. Councilman Thompson seconded. All in favor, motion passed.

CT Johnson presented costs for IMPA to complete the Tracking Factor for the Town. Callahan charges \$450.00 per quarter and IMPA presented a cost of \$144.00. Councilwoman Fry made a motion to have IMPA complete the Town's Tracking Factor. Councilman Thompson seconded. All in favor, motion passed.

Councilwoman Fry made a motion to accept the Tracking Factor for Quarter three. Councilman Thompson seconded. All in favor, motion passed.

CT Johnson stated the Tracking Factor went down substantially once the Rate Study was completed.

The Limited Efficiency Program with the USDA was presented by CT Johnson. This report speaks to directive that if anyone moves to the Town, the Town would accommodate the resident's needs. Because the Town has less than 1% of residents that speak another language beside English, therefore, no written material would need to be written, but interpreters would be for meetings, or utilities. Amy Nooning, legal counsel, is reviewing the report written by CT Johnson.

The Town policy for water/sewer credits for a year is one credit. A resident had to empty and refill their pool in one billing cycle. CT Johnson requested direction from the Council as to how to proceed with credit. Councilwoman Fry motioned that only one credit would be granted per billing period, not both occurrences. Councilman Thompson seconded. All in favor, motion passed.

The Town sign on the north end of Town needed to be moved for the INDOT project. Hoppers stated they could remove the sign for \$75.00. The sign would be stored in the Town building garage until completion of the project next year. Councilman Thompson made a motion to pay Hoppers \$75.00 for removal of the Town sign. Councilwoman Fry seconded. All in favor, motion passed.

UTILITES

IMPA/ISC – No one present from ISC.

President Johnson authorized for repairs to be done at the bank. Councilman Thompson made a motion to approve work done at the State Bank of Lizton to restore power for \$3606.00. Councilwoman Fry seconded. All in favor, motion passed.

Questions arose as to who was responsible to pay for electrical service. It is the Council's stance that it is the Town's responsibility to provide a service. If a resident wants to move the service to underground, then it would be

the resident's responsibility to pay for that service. The Town would only provide the wire.

Councilman Thompson made a motion that the customer must pay for the change in service on electric. Councilwoman Fry seconded. All in favor, motion passed.

CT Johnson stated that the security lights many residents currently have are Mercury based bulbs. She was advised by an IMPA lineman that municipalities and electric providers cannot purchase these bulbs anymore, and the brackets would need to be replaced as well. This would be put on the next agenda for Mr. Schmidt to address.

Mr. Hill questioned the roll call on a vote. Hostile conversation ensued with Council member.

UMAC – Troy Elless had a scheduled visit with W.W. Williams regarding service work that was on the work report from last year. Generator repair needed to be completed for \$1117.00 that had been preauthorized by President Johnson. Councilwoman Fry made a motion to conduct block heater repairs for \$1117.00. Councilman Thompson seconded. All in favor, motion passed.

Three companies were contacted to conduct Water Tower tank cleaning/interior. Councilwoman Fry made a motion to pay \$2250 to clean out the Water Tower Tank preferably before school begins. Councilman Thompson seconded. All in favor, motion passed.

Mr. Elless stated that the major leak in town had been repaired. Reports of water usage had reduced drastically. Prior usage was 60-80k. For Friday 21, 2017 usage was 40k, Saturday the 22nd was 13k gallons used, and Sunday the 23rd was 20,000 gallons. Monthly savings would be reduced from 1.8 million gallons being pumped. Monthly reports will be sent to Mr. Elless to calculate usage and monitor monthly. Per Mr. Reed, he had never seen numbers this low in the last 5 years. Two tiles were in close proximity of the main, so no surface leaks were ever detected. Clerk-Treasurer Johnson and Council commended Hoppers and Mr. Elless in the leak detection and being on top of the Town when the storms entered Town and came and monitored excellently.

Mr. Elless presented that there are issues with the pump at the plant. A new starter needed to be ordered for the plant. No cost is known as of this time. President Johnson will approve to expedite repairs.

CT Johnson stated that approval needs to be gotten from the Council for any bill adjustments each month. The adjustments for the month of June were \$275.62.

Councilwoman Fry made a motion to approve the bill adjustments of \$275.62. Councilman Thompson seconded. All in favor, motion passed.

Councilwoman Fry made a motion to approve limb cutting by Hoppers from storms for \$188.00. Councilman Thompson seconded. All in favor, motion passed.

Only one estimate was received by Hoppers for paving. A quote of \$5030 from Triangle Asphalt for repair to SR 75, the drain behind the Town Hall (drain) and to fill pot holes in alley.

Councilwoman Fry made a motion to accept the BID from Triangle Asphalt of \$5030.00 for paving repairs. Councilman Thompson seconded. All in favor, motion passed.

Councilman Caldwell gave a working session update on a 5-10 year plan with grants and funding. With the Community Crossings there is a 5 year plan to pave the streets. A storm board will need to be formed as well as fixing of side streets and sidewalks. Discussion ensued.

IMPA proposed a \$400,000 plan to replacing of poles and transformers. Power lines that run behind the Town Hall need to be re-engineered at a potential cost of \$150,000. This plan is less costly and a revolving plan. Plans also were looked at upgrade the sewer system which currently holds 20,000 and the maximum hold is 39,000. Potentially looking at a sewer grant of \$1.4 million for upgrade.

Councilman Caldwell gave an update on Working Sessions, including SR 75 Project, upgrade of sewer system, Community Crossings Grant, development of a Storm Drain Utility and progression the Town is headed over the next 5-10 years

HOPPER EXCAVATING – Keith Cromwell gave the report. Leak fixed on Cherry Street, and sink hole. Major leak was found on 75 and repaired.

CT Johnson questioned if IMPA had approved for Hoppers to repair yard due to damage done by an IMPA truck. Councilman Caldwell said this needed to be a priority to fix.

Councilman Caldwell asked where work was done on Sewer lines and Mr. Cromwell stated they needed to review the tapes to find major issues/infiltration.

Change of yoke repair, catch drain, dig up storm drain at the Fire Station and changing culvert at SR 75, estimated cost of \$880.00 are upcoming jobs.

Park - Dan Bewley presented the Park Board report. The Park meeting was on June 24, 2017 and discussion was made in regards to sending a donation letter. CT Johnson suggested for the Park Department do come up with a wish list of items the Park would like to purchase or have done.

Restroom completion, Safety Day, pave the park entrance, rental of shelter, and paving of trail.

Many trees were down, and Mr. Elliot had been cutting trees. Much brush is left and Mr. Bewley questioned if brush could be burned. Councilman Caldwell stated that dispatch would need to be contacted to advise if done.

Discussion of issues of residents at Park Entrance ensued.

The Committee went through the restroom to see what pending work needed to be done.

Paperwork that belonged to the Park Board was returned to the Clerk's office and Mr. Combs had possession of it.

Boy Scouts would be contacted to do table repair.

Tables had been vandalized at the Park. CT Johnson stated no report had been filed as of yet with the Sheriff's department.

Fire -Keith Cromwell reported the Fire Department in the month of June 2017 had 5 fires, 3 MVAs, 2 Public Assists, 9 EMS, and 1 Hazmat Gas Leak.

Claims – approved at last meeting.

OLD BUSINESS

CT Johnson explained that the Trash contract would need to be re-reviewed. She had not sent off the Contract for Mr. Smith to sign. President Johnson stated that he had contacted Mr. Smith and his costs were going to have to increase due to his costs for fuel, and transportation to Lafayette and would need to increase costs to \$10.00 per resident plus \$.25 fuel surcharge.

Rays resubmitted their bid and would keep costs at the same rate as the initial proposal in June.

President Johnson appreciated the service provided by Smith's, but Town needed to fiscally review contracts again.

Discussion ensued regarding contracts. Picking up at duplex apartments and start date were contingencies of the contract with Rays.

Councilwoman Fry made a motion to accept Ray's bid. Councilman Thompson seconded. All in favor, motion passed.

NEW BUSINESS

Council will table the deed restrictions for the gravel lot. President Johnson requested Council review deed restrictions until the next meeting. Councilman Caldwell stated that there was an issue with the Town paying in 2015 taxes and the property was up for a Sheriff's sale. Councilman Caldwell stated Batts would be contacted to purchase.

Resolution 2017-08 was read.

Councilwoman Fry made a motion to accept Resolution 2017-08 to surplus the Police car. Councilman Thompson seconded. All in favor, motion passed.

Councilwoman Fry made a motion to approved training funds for the Active Shooter class of \$119.00 for anyone to attend. Councilman Thompson seconded. All in favor, motion passed.

A Police car is still at Scott's garage on 32. It was discussed that leaving the car there, slowed down traffic.


CT Johnson stated that Sewer Utilities could now write off balances up to \$200. IC 36-9-23-33(m) changed this wording and this will be tabled until the next month.

CT Johnson requested all documentation be to her by Wednesday before the meeting date.

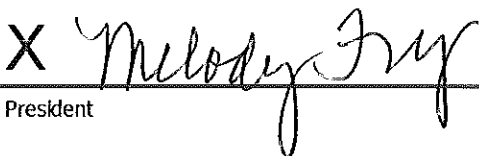
Billing Disputes

No billing disputes presented.

Councilwoman Fry made a motion to adjourn the meeting. Councilman Thompson seconded. All in favor, motion passed. Meeting adjourned at 20:30.



Clerk Treasurer



President