

TOWN OF ADVANCE

MEETING MINUTES

LOCATION: ADVANCE TOWN HALL

November 20, 2018 (rescheduled from 11-13-18)

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, President, Melody Fry, Dale Thompson, and Jim Caldwell

Clerk Treasurer – Shari Johnson

Marshal: Brad Thomas

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

Marshal: Brad Thomas

Clerk-Treasurer: Shari Johnson

Others in attendance: David Gregory, Jeff Hopper, Dan Bewley, Lisa Henry, Nancy Hopper, Keith Cromwell, Linda Randle, Gerald Randle, Ed Charleton, and Jerry Parsley.

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

Pledge of Allegiance

Rules of Order

Councilwoman Fry made a motion to approve the meeting minutes from the October 9, 2018 Council Meeting. Councilman Thompson seconded. All in favor, motion passed.

Police – Marshal Thomas:

Marshal Thomas stated all previous evidence was gone through and will dispose of once approval received.

The recall was done on the police truck.

Runs are decreasing from 2017 to 2018; from last year at this time, runs were 15 and in October were 5 and the severity of runs is decreasing as well. Marshal Thomas didn't feel the road closure had any bearing on results.

Marshal Thomas stated Code Enforcement was being done. Marshal Thomas stated he wanted to get a revised list of infractions and make sure all were up to date. In addition, two dumpsters were being placed November 29 from Boone County Health Department and help could be assisted with the APC.. Marshal Thomas asked that letters be sent from the CTs office discussing what would transpire

Concerns of Code Enforcement were discussed such as enforcing tickets that were written. Marshal Thomas discussed with prior Marshal Parsley what could and couldn't be enforced.

Former Marshal Parsley discussed Code Enforcement and steps taken. The Class B nuisances are to be address by the Town Council.

Anyone can complain on a property. Marshal Thomas would need to assess the property after initial complaint filed and decide if there are any infractions that could be enforced. Initial contact should be made with the landowner not renter and attempt to resolve. Most of the time compliance is made. If no correction is made, then a letter would need to be written of infraction and a ten day turnaround to fix. If not completed by the tenth day then the Council would need to meet for a resident appeal. If no appeal filed, then infraction was fixed, then the case would be forwarded to the Town attorney.

President Johnson questioned if APC could assist the Marshal, and if they couldn't assist for a class B, what kind of training does Marshal Thomas need?

President Johnson stated that the current case is tied up with the legal system and the Town needs to move forward with Town clean up.

The zoning and coding is enforced by the APC but they are the Town codes.

The ticket should be enforceable.

Discussion ensued.

President Johnson stated with the SR project wrapping up next year, this issue needs to be addressed; however, he did not want Marshal Thomas going to court for issues.

Discussion ensued.

CT Johnson stated she would organize a meeting with the Town Attorney, The Health Department, the APC, Councilman Caldwell, Marshal Thomas and CT Johnson.

Councilwoman Fry stated if there are dumpsters placed, the utility bill needs to be presented for the current month to verify residency.

President Johnson addressed the kids in town on construction equipment and loitering in the Post Office. President Johnson is going to reach out to Post Master in Danville, and post a camera in the Post Office. Marshal Thomas stated if cameras are placed, a notice has to be placed that there are working security cameras.

Clerk-Treasurer – Shari Johnson:

No comments were presented on Fund or Appropriation reports.

CT Johnson proposed to the Council transferring 10% to the Rainy Day Fund. Councilman Caldwell stated that was like a savings fund for the Town.

CT Johnson stated that SBOA stated any old Funds need to be researched to see if Funds are dormant and if funds can be moved.

Councilman Thompson made a motion to approve adjustments of -1018.50 for October 2018. Councilwoman Fry seconded. All in favor, motion passed.

CT Johnson will adjust all appropriation dollars around if there are appropriations are in a negative balance.

CT Johnson stated that a Work Order needed to be generated from her office for invoices to be paid. If no work order exists, the invoice will be denied.

Internal Controls and SOPs are still being completed.

Discussion was held regarding the Town emergency phone. Councilman Caldwell made a motion to discontinue the phone for emergencies and order Marshal Thomas a cell phone for the police department. Councilman Thompson seconded. All in favor, motion passed.

CT Johnson stated a rotation schedule could be created, and she didn't mind being on the schedule with a list of applicable emergency contacts being distributed.

Councilwoman Fry made a motion to accept Hopper invoices for \$1819.00, \$1170.00 and \$1050.00. Councilman Caldwell seconded. All in favor, motion passed.

Discussion ensued regarding back charges to Calumet.

CT Johnson stated the Town received the Community Crossings Grant in addition discussed the MVH restricted fund for road and street repair.

Discussion ensued regarding a meeting with INDOT on December 7, 2018 at the Crawfordsville Public Library.

The Town is a drop site for the Boone County Community Chest.

UMAC – President Johnson read report:

For the month of October 861,000 gallons of water were pumped and 711,000 were billed leaving a difference of 149,369 gallons at 17% loss.

Work had been done to winterize the Water and Waste Water systems. The WW Plant is performing well.

Hopper - Keith Cromwell:

In the month of October mowing was done as well as leak repair, changing meter lids, utility disconnect and reconnect, pumping septic systems, attend meetings regarding the SR 75 project and line locates completed.

Discussion ensued regarding issues with Calumet breaking water meters and labeling invoices to back charge.

IMPA/ISC – President Johnson read report:

In the month of October, 6 service requests were completed, 2 of which were security lights, and trees were trimmed from power lines. Two emergency tickets were done in October with power being restored and a leaning pole was fixed. Plant growth management is being reviewed with tree trimming in 2018/2019.

The UtiliSouth claim is being negotiated and discussion was held regarding the premise of the claim.

Councilman Caldwell made a motion to approve the Solar Park signs. Councilwoman Fry seconded. All in favor, motion passed.

CT Johnson addressed that there were four locks on chain to the Solar Park and there has been difficulty for Contractors getting in with the positioning of the locks. CT Johnson stated that IMPA is looking into a key pad for the Solar Park, and other locking options. Mr. Cromwell stated that one key and one lock would be the easiest.

Fire – Keith Cromwell:

For the month of October the Fire Department had one fuel spill, 3 MVA, 1 Public Assist, 3 EMS and two power lines down.

December 1 will be breakfast with Santa from 8:30 a.m. to 11:00 a.m. Pictures will be taken, and free will donations would be appreciated.

The Thanksgiving dinner will be on November 22, 2018 from 11-1 at the AVFD.

Park – Dan Bewley:

Councilwoman Fry stated that the Halloween in the Park was huge success.

Mr. Bewley presented Eagle Scout, Dylan Petro, will be placing a concrete pad at the concession stand is still pending due to the weather.

The RC Park is still awaiting dirt for the track(s). As soon as the weather clears, the dirt can be placed.

The 9 hole golf course is pending with Mr. Stombaugh.

Fundraising with Papa Johns is being researched. Twenty pre-sale pizzas will give the Park a 30% of sales.

Joe Watts is now a part of the Park Board. November 26, 2018 is the next park meeting at the AVFD at 6:00 p.m., and the Park Board is looking for new board members.

The restrooms have been winterized.

Claims:

Councilman Thompson made a motion to approve the claims for October 9, 2018 in the amount of \$87939.74 Councilwoman Fry seconded. All in favor, motion passed.

WAM – Ed Charleton:

Attendance is good with over 90 students having registered (been at least once) to the program. An open-house was held Sunday the 21st of October and had good attendance. Volunteers are needed and a mandatory training must be attended. Criminal background checks are also conducted on any volunteers.

Sylvia's Place is conducting a two- hour training, free of charge, in January for WAM.

WAM has invested \$21,777.00 and are applying for further grants. New carpet was installed and the bus stop.

The Lease still needs to be addressed.

The Thanksgiving dinner was held November 19, 2018 for the kids.

Pastor Charleton stated that the BID requirements were not met.

Angie Moody, Thorntown Director, reached out to WAM to try and begin a program similar in Thorntown.

Discussions ensued regarding future donations and projects.

President Johnson stated that BIDs have requirements. CT Johnson stated that State Statute must be followed. The BID was received late.

CT Johnson questioned since the lift chair was dismantled and to be ADA compliant, what was the organization doing to make compliant? Pastor Charleton stated this issue was in the future to be fixed.

CT Johnson questioned once kids leave the program, what follow up can be done for disruptive children? Ms. Randle stated once the children leave they are the Town's responsibility as WAM is no longer involved. Marshal Thomas stated that he may need to leave the program to deal with juvenile issues.

Discussion ensued.

Old Business:

Councilman Caldwell made a motion to approve the Conflict of Interest disclosure form for Smart Manufacturing. Councilwoman Fry seconded. All in favor, motion passed. Councilman Thompson abstained.

Councilman Caldwell gave an update on the SR 75 project. The road is to be opened on November 21, 2018 and new asphalt laid. INDOT's completion date is December 1, 2018. Councilman Caldwell stated that this was the information he was given.

Discussion ensued.

President Johnson opened the BID from WAM. No BID was in packet but a letter of explanation was. Councilman Caldwell questioned if a verbal BID could be accepted.

Pastor Charleton began listing lease agreements and CT Johnson stated that all that was needed was a BID.

Councilman Caldwell made a motion to accept a verbal BID of \$10.00 for the rent of the space above the Town Hall. Councilman Thompson seconded. All in favor, motion passed.

New Business:

Council is to review the SRF Grant/Loan for the Sewer System. Gary Ladd proposal was tabled until December. Estimated engineering costs are \$6500.00.

Discussion ensued. President Johnson questioned if the engineering fees be included in Loan and Councilman Caldwell stated it could.

Councilman Caldwell stated that the punch list for the SR 75 Project. Hopper Excavating and Gary Ladd are to inspect to make sure all concerns have been met. CT Johnson stated that the tile not tied into the Town building be addressed due to flooding in the Town Hall.

ITRON agreement is still pending.

Employee insurance/stipend is being tabled until December. Per the ACA, Carla must be included as her average hours worked was 30+ and qualifies her to be included in insurance options.

Councilwoman Fry made a motion to approve the Boyce Contract for \$6585.00 renewal. Councilman Caldwell seconded. All in favor, motion passed.

A moment of silence was held for the women from Boyce/Keystone who was involved in a car accident.

President Johnson made the recommendation of 2% for employees to be written in the Salary Ordinance.

Discussion was held regarding the surplus of fire hydrants left over from the SR 75 Project.

Councilman Caldwell made a motion to surplus two old fire hydrants that cannot be used. Councilman Thompson seconded. All in favor, motion passed.

Resident letter from David Gregory was read commending the job of all Town workers.

Discussion ensued.

Marshal Thomas was recognized as Office of the Year with the Chamber of Commerce. Marshal Thomas said the award was a community award.

Billing Disputes

No billing disputes presented.

President Johnson, CT Johnson and Councilwoman Fry were all elected in last election for four more years.

Councilwoman Fry made a motion to adjourn the meeting. Councilman Caldwell seconded. All in favor, motion passed. Meeting adjourned at 21:11.

X 

Clerk Treasurer

X 

President

The next Council meeting is scheduled for January, 2019 at 7:00 p.m.