

TOWN OF ADVANCE

MEETING MINUTES

LOCATION: ADVANCE TOWN HALL

December 10, 2018

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, Ed Charleton, and Jerry Parsley.

President Johnson called to order the Council Meeting at 7:10 p.m.

Pledge of Allegiance

Rules of Order

Bill Whalen of NFP to speak regarding Town Insurance Policy:

Mr. Whalen explained there were not many changes on the policy. The premium went up from LY \$456.00 from increased expenditures and Astra added 1.5% values to personal property. The police vehicle purchased in the spring was not added to the policy cost in 2018 but would be added in 2019.

The IPEP, workman's compensation policy, was \$1250.00 for 2019.

Councilman Caldwell questioned if water lines were covered in an earthquake, and if the electric utility was covered. Mr. Whalen stated he would investigate.

Councilwoman Fry made a motion to accept NFPs Insurance Policy for the Town of Advance for 2019. Councilman Thompson seconded. All in favor, motion passed.

Gary Ladd, Town Engineer, to speak regarding Sewer Upgrade:

Mr. Ladd presented recommendations of improvements and timeline to be put on list for financing in 2019 with SRF, or a community focused grant from OCRA.

The preliminary engineering report needs to be updated and amended and cost estimate adjusted.

Councilman Caldwell questioned if there were plans to improve the lines? Mr. Ladd stated that when heavy rains occurs the lift station starts backing up and the valve at the church needs to be closed.

Councilman Caldwell stated that the leaks should be fixed before repairing plant. Mr. Ladd stated it's hard to quantify and a lot of money could be spent trying to fix the leaks and still have infiltration. Councilman Caldwell stated there would still be infiltration but the Town should try and reduce that as much as possible. Mr. Ladd concurred.

Mr. Ladd stated defects in the laterals were done. President Johnson stated that prior records or work completed were not locatable.

Mr. Ladd stated he could put in the budget to review the laterals. Councilman Caldwell stated this needed to be done.

President Johnson questioned what the grant would cover for the cost of the project. The OCRA grant could cover up to \$700,000 based on the low to moderate income level. SRF provides loans and also have forgiving loan money if sewer rates reach the unaffordable range of \$65.00.

CT Johnson questioned if Mr. Ladd's fees would count towards a match, and CPA, Steve Brock's fees would be wrapped into the project cost.

President Johnson questioned Mr. Ladd as to the current condition of the Sewer system and Mr. Ladd stated when there are heavy rains the plant has a hard time to keep up.

Councilman Caldwell made a motion for Gary Ladd to proceed with the Engineering update for the Sewer System for \$6500.00. Councilwoman Fry seconded. All in favor, motion passed.

Councilwoman Fry made a motion for Town Council President Johnson to sign agreement with Ladd Engineering. Councilman Thompson seconded. All in favor, motion passed.

Councilman Thompson made a motion to approve the meeting minutes from the November 20, 2018 Council Meeting. Councilwoman Fry seconded. All in favor, motion passed.

Police – Marshal Thomas:

In the month of November, Marshal Thomas reported there were 16 runs in Advance with runs and severity of runs has decreased, and not sure if the opening of SR 75 contributed. Calls had been received to kids hanging out in the Post Office. Consideration of camera placement in the

Post Office was discussed and Marshal Thomas advised he would need to talk to the Danville Post Office regarding this. There could be liability with having a camera.

Marshal Thomas stated another option would be to lock the Post Office or expanding the WAM hours. President Johnson stated that the intended use of the Post Office is for residents to get their mail. CT Johnson stated a resident thanked her for asking the kids to leave because she was afraid to go into the Post Office when the kids were hanging out in there. Legal Counsel Noonan advised she would look into AMC for a loitering ordinance.

Councilman Caldwell questioned if a no loitering sign could be placed? Discussion ensued.

Discussion of utilizing dumpsters for town cleanup ensued. Marshal Thomas stated he would like to wait until the weather improved.

Clerk-Treasurer – Shari Johnson:

No comments were presented on Fund or Appropriation reports. CT Johnson stated she was working to clean up the negative balances on the appropriation report.

Councilwoman Fry made a motion to accept CT Johnson's adjustments for \$31.81. Councilman Thompson seconded. All in favor, motion passed. Councilman Caldwell abstained.

Internal Controls are still being worked on, and the ADA compliance with INDOT does not need to be completed until 2019.

Approval for Deputy and CT bonds are being tabled until January. CT Johnson's bond was not completed yet.

CT Johnson announced that the budget had been approved and we got all we had budgeted and we came in at a lower tax rate.

UMAC – President Johnson read report:

For the month of November 815,000 gallons of water were pumped and 784,583 were billed leaving a difference of 30,417 for a 4% loss.

The WW system has had ups and downs with rain fluctuation. There are a few effluent violations that were minimal and plant is clearing up. Repairs have been scheduled.

Hopper - Keith Cromwell:

In the month of November line locates, utility shut offs, replace meter lids, septic pumping, hanging town lights, and salting intersections were done.

Mr. Hopper advised that he and Gary Ladd would be going through the SR 75 project punch list.

IMPA/ISC – President Johnson read report:

In the month of November 2 service requests were completed and the pole at the intersection of Nicely and 300 South was replaced. In November there was one emergency response. Plant growth management has been assessed for work in 2019.

Legal Counsel Nooning addressed the UtiliSouth claim and that she spoke with John Pruitt on November 19, 2018 and he had received her certified letter. Mr. Pruitt stated the conversation he had with Nathan Reed, former Superintendent, and Mr. Reed said that lines were difficult to locate our water lines and if any damage occurred the Town would be responsible.

Mr. Pruitt stated he would go to his company and see if there was a number his company could agree to pay.

President Johnson stated the board's position would be that since there is nothing in writing, and they are due to pay all the losses.

Legal Counsel Nooning stated she discussed with Mr. Kruse the non-compliance of running a water line and connecting a meter for service to Mr. Hill's business. Mr. Kruse advised he was not representing Mr. Hill in this matter, and the Town could discuss with his sons. Mr. Hill's stance was INDOT in negotiations did not pay for him to run the line. Mr. Hill will not run the line until he gets confirmation from INDOT that they will reimburse him for running the line.

Legal Counsel advised that the Town did not need to get in the middle of negotiations with Mr. Hill and INDOT, but that the Town will do whatever the Town needs to do.

Discussion ensued regarding location of the jumper and the line. Mr. Hopper advised the line is approximately 18 inches. President Johnson questioned if there would be a risk or damage to the Town's property. Mr. Hopper advised that the flow rate would go down for Mr. Hill.

Pres. Johnson stated his concern that there would be damage to the Town's property. The old line and meter pit belong to the Town and there is the new meter pit by SR 75 and a line is run to the old meter pit, which has a meter on that Mr. Hill owns.

Councilman Thompson stated that the Town is abandoning the old meter pit and has no responsibility to the old pit. Legal Counsel advised a letter could be written to Mr. Hill stating this. If the line freezes, the Town has no responsibility to the old pit.

Park – Dan Bewley:

Three projects are on hold until spring and weather improves.

The Papa Johns truck will on the corner of Main and Wall on December 19, 2018 from 4 – 8 p.m. The Park will make a 30% profit from sales. Pre-orders can be taken and paid that night at the food truck.

At the last Park meeting, discussion was held in regards to purchasing a flag for the Park and a concession stand "wish list."

Updated Bi-Laws were written and voting on officers will be held at the January meeting and no meeting will be held in December with the meeting falling during the holidays.

Fire – Keith Cromwell:

For the month of November the Fire Department had 8 Emergency Medical runs and 1 fire.

Claims:

Councilman Thompson made a motion to approve the claims for December 10, 2018 in the amount of \$61,943.60 Councilwoman Fry seconded. All in favor, motion passed.

WAM – Ed Charleton:

Mr. Charleton, discussed attendance and the bus stop is almost complete. E-learning in conjunction with the school was discussed.

A grant is pending with Boone REMC for the chair lift and handicap accessibility and will be determined on 12-11-2019.

Monetary donations received: \$300.00, Community Foundation for yoga mats and \$500.00 from Hachette Book Group and reading corner books were donated.

A Christmas party will be held on December 19, 2019.

Pending is the building lease.

The formal BID proposal was read of a lease BID of \$30.00 as a good faith payment and not rent.

Councilman Caldwell made a motion to approve the WAM BID of \$10.00/year. Councilman Thompson seconded. All in favor, motion passed.

Old Business:

ITRON agreement is still pending.

New Business:

President Johnson read Ordinance 2018-05.

Councilwoman Fry made a motion to suspend the second reading of 2018-05 and consider the Ordinance on its first reading. Councilman Thompson seconded. All in favor, motion passed.

Councilwoman Fry made a motion to accept Ordinance 2018-05 with amendments of wording from pay bi-weekly to every two weeks, and the Park Board being paid from the Park Fund and

not General Fund. Councilman Thompson seconded. All in favor, motion passed. President Johnson abstained.

President Johnson read Resolution 2018-07.

Councilman Caldwell made a motion to suspend the second reading of Resolution 2018-07 and consider the Ordinance on its first reading. Councilwoman Fry seconded. All in favor, motion passed.

Councilman Thompson made a motion to approve Resolution 2018-07. Councilman Caldwell seconded. All in favor, motion passed.

Councilwoman Fry made a motion to approve CT Johnson to transfer funds from 100s, Police Clothing to 200 Police Supplies. Councilman Thompson seconded. All in favor, motion passed.

Councilman Caldwell made a motion to approve the 2019 Holiday Schedule. Councilwoman Fry seconded. All in favor, motion passed.

Councilman Caldwell addressed that the police department have a different holiday schedule and Marshal Thomas stated the police department may work a "floating holiday schedule." Councilman Thompson stated he trusted Marshal Thomas and when he worked. Councilman Caldwell stated policies need to be in the handbook.

Marshal Thomas stated he wanted accrual of sick time and he was not aware that he had lost time. CT Johnson stated Marshal Thomas was salaried, so having time accrued time off was irrelevant.

Marshal Thomas stated he had never had to complete a timecard. CT Johnson stated she completed one and was not required to, but it was verification to the Council of when she worked. Councilman Thompson stated he didn't need to see a timecard for the Marshal, he trusted him and he could check with dispatch. President Johnson stated timecards are for protection of the Town. Councilwoman Fry stated there were issues with former employees and that's why.

Councilwoman Fry made a motion to approve the meeting schedule for 2019. Councilman Caldwell seconded. All in favor, motion passed.

Anti-Nepotism forms were distributed and signed. Legal Counsel, Amy Nooning, advised that the Council would need to also sign an Anti-Nepotism for contracting.

Council will review the Employee Handbook and make any recommended changes in January for 2019.

Councilman Caldwell made a motion to approve the Legal Services Contract for 2019. Councilman Thompson seconded. All in favor, motion passed.

Councilman Caldwell made a motion to elect President Johnson as the Council's 2019 President. Councilman Thompson seconded. All in favor, motion passed.

Billing Disputes

No billing disputes presented.

Councilman Thompson made a motion to adjourn the meeting. Councilwoman Fry seconded. All in favor, motion passed. Meeting adjourned at 20:44.

X

Clerk Treasurer

X

President

The next Council meeting is scheduled for February 11, 2019 at 7:00 p.m.