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TOWN OF ADVANCE

MEETING MINUTES (Memoranda)

LOCATION: ADVANCE TOWN HALL

March 19, 2019

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, Melody Fry, Dale Thompson, and Jim Caldwell

Clerk Treasurer – Shari Johnson

Marshal: Brad Thomas

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

Marshal: Brad Thomas

Clerk-Treasurer: Shari Johnson

Others in attendance: Dan Bewley, Aletha Lumpkin, Ed Charleton, Bill Stombaugh, Keith Cromwell, Jeff Hopper, Nancy Hopper, Joe Watts, Henry Maye and Ben Edwards

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

Pledge of Allegiance

Rules of Order

President Johnson read Governor Holcomb's Proclamation for Severe Weather Preparedness Week

Councilman Caldwell made a motion to approve the meeting minutes from the March 19, 2019 Council Meeting. Councilman Thompson seconded. All in favor, motion passed.

President Johnson welcomed Bill Stombaugh as the Town's new Postmaster. Mr. Stombaugh stated that the Post Office needed attention to be in the budget for next year, such as the bathroom floor, painting and other areas. Council questioned what was in the lease agreement and who covers what. Mr. Stombaugh had stated he wanted a security camera placed and Councilman Caldwell stated we would need to get ahold of a lease to verify. Also, Mr. Stombaugh stated there were many surplus items that the post office had received. Discussion ensued and determined the boxes of supplies could be kept in the bathroom on the outside of the building.

Police – Marshal Thomas:

Marshal Thomas stated runs were ok and that there were 4 serious runs in February i.e., fights leading to DCS. 3 runs for the month were at one location. EMS/Fire accounted for 4 runs, 2 animal runs and 3 traffic stops.

Code enforcement – The second round is beginning Marshall Thomas had spoken with Rachel Cardis of the APC and she stated if properties couldn't be deemed dangerous, then nothing could be done with them. Improvements are happening. No pictures can be taken, but, there is good files being created. The Town heavy trash day and county on April 27, 2019 should help with cleanup.

Marshall Thomas hired Henry Maye as a Reserve Officer and requested he be sworn in.

President Johnson questioned if a background check and required paperwork had been done for Mr. Maye? CT Johnson advised she would need to have Mr. Maye signed up for the death benefit with insurance before work could begin. President Johnson stated before FTO could begin all required paperwork be completed.

Marshall Thomas has written for a second level of Reserve officers that the Council needs to review.

Marshall Thomas stated there are three officers and only one police car and cars with competitive prices are being researched. Legal Counsel requested Marshall Thomas to be competitive to get two other quotes.

New radios were purchased by county and should be in soon. Discussion ensued.

Clerk-Treasurer – Shari Johnson:

No comments were presented on Fund or appropriation reports. On the Fund Report, with reconciliation, the Water Tower APV still needs to be done to reflect an accurate Water Fund balance.

Councilman Thompson made a motion to approve the CT adjustments for -\$157.45. Councilman Caldwell abstained due to the AVFD adjustment. Councilwoman Fry seconded. All in favor, motion passed.

CT Johnson attended an excellent ILMCT Conference and some Internal Controls need to be revamped based on information learned.

A meeting with CTs in county and legal counsel to discuss ADA compliance reporting will be the following week.

Billing concerns need to be directed to office and not social media.

CT Johnson stated due dates for her office for reports.

CT Johnson is researching IT companies. CT learned that legislation passed by Attn. General, a municipality can be fined \$150,000 if inadequately covered.

CT addressed evacuation routes need to be done for Town Hall and more importantly the WAM program.

Codification is on target for completion.

Councilwoman Fry made a motion to approve CT Johnson's request to travel for \$297.28. Councilman Thompson seconded. All in favor, motion passed.

Councilwoman Fry requested larger print on future newsletters. CT Johnson stated they would. Printer, copier and IT bundles are being researched.

Emergency phone numbers are being transferred to Council numbers. Councilwoman Fry questioned if REACH Alert could be utilized as an answering service. CT stated this was already requested and they are only a delivery system and not answering service.

Councilwoman Fry stated if the CT office could create reminder flyers, she would distribute around town.

Reserve Henry Maye introduced:

Mr. Maye gave a brief history of himself and he is about community policing and is a disabled veteran formerly serving in the Marine Corps. He assists veterans and inner city youth. President Johnson welcomed Mr. Maye.

CT Johnson swore in Mr. Maye.

UMAC – President Johnson read the report:

For the month of February 2019 812,000 gallons of water were pumped and 775,708 were billed leaving a difference of 36,292 for a 4.4% water loss. Flushing hydrants are scheduled for April 15th. Town had IDEM violations and all issues have been addressed. President Johnson stated due to IDEM violations the Town has an aging system and that moving forward is a good thing. CT Johnson stated she sent with violation letter several months of meeting minutes to IDEM to show the Town is working towards addressing issues.

Hopper – President Johnson read the report:

In the month of February line locates were done along with septic pumping, a leak was fixed and salting and snow removal was done. Utility disconnects and reconnects were completed.

Upcoming jobs of filling in holes and septic pumping.

IMPA/ISC – President Johnson read report:

In the month of February 3 requests were completed. Century Link modification on poles was reviewed. Two customer service requests were completed. Tree trimming is complete. There was one emergency response ticket that was completed.

Amy Nooning, legal counsel, addressed pending claims. John Pruitt of UtiliSouth stated he would make a donation to the fire department and Councilman Caldwell stated he would donate the \$1000.00 check to the Town.

Councilman Thompson made a motion to approve \$1000.00 donation from UtiliSouth and the donation to the Town. Councilwoman Fry seconded. All in favor, motion passed. Councilman Caldwell abstained.

Ms. Nooning addressed the Calumet claim and she has a call in to negotiate. The next step in the litigation process would be to send a demand letter. President Johnson stated that if Calumet has issues this year, that Calumet is to fix their own mistakes.

Councilman Caldwell made a motion if there is no response from Calumet with negotiations, to approve Attorney Nooning to send a demand letter. Councilman Thompson seconded. All in favor, motion passed.

Park – Dan Bewley:

Mr. Bewley stated the park equipment is not required to be inspected, but the Park Board feels it should be.

The Park Board was awaiting recommendations of their Bi-Laws from Attorney Nooning.

Pizza sales generated an anticipated amount of \$300.00.

The Park clean up date is April 6, 2019 at 10:00 a.m. with a rain date of April 13, 2019.

Mr. Bewley stated the park board was looking for a refrigerator and microwave. State Bank of Lizton stated they had those items and they may be potentially donated.

Marshall Thomas has someone to do community service.

Rick Combs resigned from the Park Board on March 2, 2019.

An egg hunt was requested. The Park Board was seeking ways to use social media.

Fire – Keith Cromwell:

For the month of February the Fire Department had 2 fires, 1 MVA and 8 EMS runs. ISO ratings will be effective June 1 which will help with insurance premiums. Discussion ensued.

Claims:

Councilman Thompson made a motion to approve the claims for March 19, 2019 claims in the amount of \$102,510.31. Councilwoman Fry seconded. All in favor, motion passed.

WAM – Ed Charleton:

Mr. Charleton stated participation increase. WAM received financial support, items were added and spring grants have been submitted. Trainings were completed. A summer schedule was discussed and Wednesdays only during summertime. Utilities will be taken over on March 19, 2019. Outdoor summer activities are being planned. An AED was donated by the Jamestown Lions Club and training will need to occur on the AED. The wheelchair lift is still pending.

Councilman Caldwell made a motion to approve the lease with WAM/Old Union Church. Councilman Thompson seconded. All in favor, motion passed.

Use of the parking lot was requested, green lot and cookout on May 22 was granted by the Council. President Johnson did state that WAM needed to not hinder Town activities in the area.

President Johnson advised Mr. Charleton that meeting attendance was no longer required.

Old Business:

ITRON agreement is still pending and iCloud are still pending.

Employee Handbook recommendations were tabled.

Amy Nooning, legal counsel, spoke to the agreement for grant administrator. The PPG agreement is only the initial steps of the grant process then there is a second contract for grant administration and it wouldn't necessarily be Shannon be awarded the contract as a procurement process. The agreement covers to the submission of the grant. A recommendation from Ms. Nooning was to change accounts payable to 60 days and not 30.

Councilman Caldwell made a motion to approve the agreement with PPG. Councilwoman Fry seconded. All in favor, motion passed.

Ms. Nooning gave an update of the Century Link Pole Attachment in conjunction with CT Johnson. CT stated that Century Link wanted run high speed lines to attach to the Town's poles but they had an antiquate contract with wording and fees. IMPA became involved. A new contract is in negotiations. Century Link is proposing \$5.00 per pole, per attachment as an annual fee. IMPA is negotiating a counter offer. An inventory of the Town's poles has been completed and what work would be done. Ms. Nooning recommended was reluctant to allow Century Link to move forward unless they were agreeable to be responsible to upgrade and replacement costs necessitated by upgrade and work with the Town on technical installation concerns that comes up and Century Link was agreeable to those terms. Ms. Nooning recommends that costs be forwarded to Century Link and cover costs before beginning. CT

Johnson also stated that she wanted to have a completed and amended contract before moving forward.

Councilwoman Fry has issues with all the lines being placed in Town. Councilman Thompson stated the only way to have improved service in Town. Discussion ensued.

Councilman Thompson questioned back-pay. CT Johnson stated the payment should have been billed by prior Clerk-Treasurers per the contract and if the former CTs didn't invoice Century Link, then the Town really couldn't go after retro pay because due diligence wasn't done. More discussion ensued.

President Johnson gave an update on the SR 75 Project. SR 75 would be closed on or around April 1 and have a completion date of November 26, 2019. Work to be completed includes drain line connections, resurfacing, curbs and gutters.

Councilwoman Fry stated an Ordinance to not park on sidewalks needs to be implemented.

New Business:

President Johnson presented the MOU from the County for the CCMG partnership.

Councilman Thompson made a motion to accept the MOU with the County and the Town of Advance. Councilwoman Fry seconded. All in favor, motion passed.

President Johnson read the SRF Signatory Authorization Resolution.

Councilman Thompson made a motion to approve the SRF Signatory Authorization Resolution. Councilwoman Fry seconded. All in favor, motion passed.


Councilwoman Fry made a motion to approve President Johnson to sign all contracts approved during the meeting. Councilman Thompson seconded. All in favor, motion passed.

Billing Disputes:

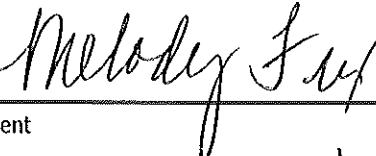
No disputes were presented.

Request to Speak: Ben Edwards 303 S. Main, requested to place a sign in his yard to promote his business. The size of the sign would mirror the size of realtor signs. President Johnson stated Ordinances would need to be reviewed but the Council does not have an issue with it. Specifics of the design would need to be presented to the Council for approval.

Councilwoman Fry made a motion to adjourn the meeting. Councilman Thompson seconded. All in favor, motion passed. Meeting adjourned at 20:37.

X 

Clerk Treasurer

X 

President

The next Council meeting is scheduled for April 8, 2019 at 7:00 p.m.