

TOWN OF ADVANCE

MEETING MINUTES

LOCATION: ADVANCE TOWN HALL

March 9, 2020

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: President Fry, Matt Johnson, Dale Thompson and Jim Caldwell

Marshal: Brad Thomas

Clerk-Treasurer: Shari Johnson

Others in attendance: Jeff Hopper, Nancy Hopper, Keith Cromwell, Ed Charleton, Dan Bewley, Andrew Graves, Joe Watts and Gary Ladd.

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

Pledge of Allegiance

Rules of Order

Councilman Caldwell made a motion to approve the meeting minutes from the February 10, 2020 meeting. Councilman Thompson seconded. All in favor, motion passed.

President Fry requested all attendees please sign both sign in sheets.

President Fry turned the meeting over to Town Engineer, Gary Ladd, to open BIDS for the WWTP.

Mr. Ladd stated that 1 bid each was received for Division A and B from Graves Construction Services, INC.

All in order Base for Division A totaled \$1,333,333. Alternate A is an add \$23,232. Alt. B add for \$27,272. Alternate C is an add \$19,191. Alt D is an add of \$5,555. Alternate E is an add of \$61,616. Alternate F if is an add of \$6,262. BID Alternate G is an add of \$18,181. Alternate H is no bid and no bid for Alternate I.

Combination Bid offer: A & B deduct \$10,000 from A, and Deduct B - \$50,000.

For Division B (Lift Station): \$878,787. Combined Bid deduct \$10,000 from A, and deduct \$50,000 from B.

Mr. Ladd recommended the Council take under advisement and further review and will report back. The estimate for the project was \$1,130,000 for both projects and the Bids are over \$2,000,000.

President Fry thanked everyone for attending. Mr. Ladd recommended a motion.

Councilman Caldwell made a motion to take the Bids under advisement. Councilman Thompson seconded. All in favor, motion passed.

CT Johnson read the Governor's Executive Order 20-02. CT stated Attorney Noonung recommended course of actions should anyone become infected.

Councilman Caldwell made a motion should anyone be quarantined from work, they would be compensated. Councilman Johnson seconded. All in favor, motion passed.

Councilman Johnson stated if anyone in the Clerk's office became infected, that both employees would need to be quarantined.

Discussion ensued regarding county wide directive. Councilman Caldwell stated that PPEs will be worn. CT questioned because some supplies are in high demand, what is available? Councilman Caldwell stated that AVFD has supplies and will work to get more.

Police – Marshal Thomas

Marshall Thomas advised in the month of February, there were 23 runs. Of those, 3 were VIN checks, 2 were traffic stops and 3 were extra patrols. Eleven runs were not serious. 4 runs were all related to warrant checks.

Discussion ensued on run details.

Code Enforcement: M. Thomas stated he was considering conducting a raffle to encourage clean-up. Questions arose as to how to reward those who maintain their properties. He stated those that help other residents clean up get tickets as well.

Resident, Diana Ray, had boys help her clean her property and M. Thomas had to intervene.

Discussion ensued.

CT Johnson wanted to verify the list of violators is up-to-date before letters are sent to residents and notice is given to residents.

Discussion ensued regarding 115 S. Main Street.

Councilman Caldwell made a motion to uphold abatement given to Mr. Batts on 09-11-2019. Councilman Johnson seconded. All in favor, motion passed.

Councilman Johnson made a motion ordering M. Thomas to begin fining Mr. Batts beginning 03-10-2020, \$50.00 a daily citation for abatement violation. Councilman Caldwell seconded. All in favor, motion passed.

President Johnson stated citations should have been started long ago.

Councilman Caldwell stated that the council is following through with town clean up.

Legal Counsel, Noonung, would send a letter to Mr. Batts.

M. Thomas advised he wasn't sure where his ticket books were or if he had any.

Clerk-Treasurer – Shari Johnson:

Heavy Trash Day is Saturday, April 25, 2020 in conjunction with the Boone County Solid Waste Tox Day.

CT Johnson stated she participated in the State of the Community address and it went well.

CT presented Fund and Appropriation Reports. The Water Utility is still holding positive. CT will be working with Town CPA, Steve Brock, on the utility budgets.

Councilman Thompson made a motion to approve adjustments for February in the amount of \$-215.35. Councilman Johnson seconded. Motion passed. Councilman Caldwell abstained.

Gary Ladd was working on obtaining permits.

CT is pending Keystone Utility adjustments until further review of adjustments is done.

The AFR was filed timely.

Councilman Caldwell made a motion to approve the agreement for PPR to be Grant Administrator for \$40,000, and \$5000.00 for Labor Standards. Councilman Thompson seconded. All in favor, motion passed.

CT Johnson explained the damage done to the generator by mice needs to have a claim filed with insurance.

Councilman Johnson stated that Terminex needed to be contacted for extermination. CT advised bait was laid down, and that UMAC had never seen damage this extensive done by mice.

Councilman Johnson made a motion to do Generator repair/Onan by W.W. Williams for \$2121.04. Councilman Thompson seconded. All in favor, motion passed.

Internal Controls are still pending.

UMAC – President Fry read the report:

For the month of February usage was 776,346 and billed was 759,000 leaving a difference of 17,346 gallons for no loss. This is common and will likely be made up in the following month. More generator issues/damage arose. Float issues being reviewed on the south lift station and a quote will be obtained. The DNR report is being done and water loss report will be due by August with AWWA. No issues to report and there have been no violations.

Mr. Hopper discussed leak issues. CT stated there are several customers who have been advised of potential leaks on their properties.

Hopper Excavating- Keith Cromwell read the report:

Shut-offs, locates, septic pumping, salt and plowing of roads lights repaired and fixing a meter pit were also done. Future projects are cleaning and rising of meter pits (later) and fixing pot holes (Carla needs to input a work order).

Nancy Hopper stated there were a few outstanding invoices and CT advised they were on the current docket to be paid.

IMPA/ISC:

No report was submitted for the meeting.

IMPA Commissioner's Report – Councilman Caldwell:

Legislation is going back and forth on electric and long range goals were discussed for reductions. Renewable energy sources are being reviewed.

Park – Dan Bewley read:

The Park is working on a logo for the AC Park. A driver's stand needs to be built and proper permits need to be obtained and there is difficulty obtaining these with the APC. Mr. Bewley stated he is just a volunteer and he has taken a lot of his own time to get this done. Mr. Bewley requested help from a council member to get things done. Councilman Thompson stated the Advance Council can override what the APC says.

Councilman Thompson made a motion for the Park's department to start building the stand. Councilman Caldwell seconded. All in favor, motion passed.

Mr. Bewley stated he reached out to Menards Corporate office to donate materials.

Councilman Johnson questioned if Mr. Bewley has plans and stated the Town is liable. The structure must have a solid foundation and a three depth is sufficient. Councilman Johnson stated he had engineering contacts who could review the plans and he didn't feel a three foot depth would be enough.

Councilman Thompson stated the Park Board could reach out to REMC for donations and CT Johnson suggested the Community Foundation.

Mr. Bewley questioned Councilman Thompson if he could reach out to REMC about poles that were on 300 South? Would the park be able to have those and the REMC haul them over to the park? Councilman Thompson said yes.

Mr. Bewley stated the scout was still planning to lay the pad at the concession stand.

A metal storage cabinet was donated and supplies were purchased.

Mr. Bewley stated only Park Board members or Town Council could operate the Gator that was purchased.

The Health Department advised that food sold at this time would need to be pre-packaged.

Mr. Bewley questioned how to purchase gasoline. CT Johnson stated the town credit card would need to be signed out, gas purchased and card signed back in.

CT Johnson advised that she would need the names of all volunteers who help the park and be listed on the volunteer roster for insurance. Mr. Bewley stated asked how much notice he would need to have people on the list. CT Johnson stated she would have to look into this.

To get the track open in May, purchases such as rollers and rakes will need to be purchased.

Fire – Keith Cromwell:

For the month of February 2020 the Fire Department had 10 EMS runs, 2 fires and 3 MVAs.

Emergency Preparedness was discussed.

Claims:

Councilman Caldwell made a motion to approve the claims for March 9, 2020 in the amount of \$89,323.43. Councilman Thompson seconded. All in favor, motion passed.

Old Business:

ITRON agreement is still pending and iCloud were tabled.

Employee Handbook recommendations were tabled and due by April 2020.

Century Link contract is tabled. The Town is awaiting reply from Century Link for Pole Attachment rates.

The Capital Assets project is still pending.

Councilman Thompson made a motion to approve the 2nd Quarter IMPA Tracking Factor of \$.003885. Councilman Johnson seconded. All in favor, motion passed.

New Business:

Nothing presented.

Billing Disputes:

None requested.

Request to Speak:

Ed Charleton with WAM requested Brad Bucy, with Bucy construction to complete putting in of vents/fans and to put an access door in that is spring loaded and that is not heavy and doesn't leaks.

Councilman Caldwell approved improvements to be done including access to the attic in the WAM leased area. Councilman Thompson seconded. All in favor, motion passed.

Mr. Charleton also requested to put in a community swing (commercial grade) set in the grass lot behind the Town Hall. CT Johnson questioned if this would create more work for contractor and discussion ensued regarding laying mulch around the set.

Councilman Caldwell made a motion to approve the installation of a swing set in the grass lot. Councilman Thompson seconded. All in favor, motion passed.

Lastly, Mr. Charleton discussed summer programs. July 15, 2020 is scheduled a FREE Safety Day. WAM is working to obtain a Grant for a Summer Rec. Program to run from May 26 - July 23rd, including a director and two interns to be hired and be in the green space on Tuesdays and Thursdays. This program would be in the parking lot, between the town hall and library building and kids would be upstairs. Discussion ensued regarding the locked door and installing a keypad for access. CT stressed that she had records in the back of the building and is restricted. A safe space was needed in case of a tornado. Boot Camp would be before school M-Th including tornado safety.

Mr. Charleton stated there was a lot of junk under the stairs behind the town building and it needed to be moved.

CT Johnson expressed concern about the program being on Tuesdays and Thursdays due to WAM being upstairs.

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

X

Clerk/Treasurer

X

President

The next Council meeting is scheduled for April 13, 2020 at (19:00) 7:00 p.m. at the Advance Volunteer Fire Department, 106 E. Wall St., Advance, IN.