

TOWN OF ADVANCE

MEETING MINUTES – (MEMORANDA)

LOCATION: ADVANCE TOWN HALL

June 8, 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, Keith Cromwell, Maria McKinnon, and Jack McKinnon, realtors

President Fry called to order the Council Meeting at 7:01 p.m.

Pledge of Allegiance

Rules of Order were dismissed.

President Fry opened the Public Hearing for Ordinance 2020-02 AN ORDINANCE AMENDING THE RATES AND CHARGES FOR THE SEWAGE WORKS UTILITY OF THE TOWN OF ADVANCE.

Clerk-Johnson spoke on behalf of Steve Brock who was unable to attend the meeting.

CT Johnson explained the need of amendment of rates due to project costs and bid and that the town did not want to run the risk of losing grant/forgivable loan monies by re-bidding the project.

Project costs of the one bid received was over the estimated cost. Costs were reduced by the Town Engineer, Gary Ladd, still leaving a shortfall. Steve Brock spoke to SRF requesting additional funds. SRF granted the town an additional \$425,000.00 in forgivable loans, leaving the town to bond \$157,628.00 and reduced the interest amount of the loan from 2.5% to 2.0%.

Rates on an average of 4000 gallons used, had an increase of \$1.90.

President Fry asked if there were any comments. None were presented.

President Fry closed the Public Hearing.

Councilman Thompson made a motion to accept Ordinance No. 2020-02: AN ORDINANCE AMENDING THE RATES AND CHARGES FOR THE SEWAGE WORKS UTILITY OF THE TOWN OF ADVANCE. Councilman Johnson seconded. All in favor, motion passed.

Councilman Caldwell began discussion for Dirk Garriott from IMPA, as he was having difficulty signing into the meeting.

Discussion of the new meters and benefits such as shutting off meters from the office and reading meters from the office ensued.

President Fry questioned what the bottom line of the new metering system. CT Johnson stated the total was \$69,000.00. CT Johnson questioned what the additional yearly costs were.

Councilman Caldwell called Mr. Garriott for input. Mr. Garriott stated that the meters were \$7.75 per meter maintenance. Councilman Caldwell questioned what was our annual fee? Mr. Garriott stated a rough estimate was the \$7.75 per meter and support maintenance would be an additional cost. Councilman Johnson questioned how many meters the town had. CT Johnson stated that there were 277 electric meters and she would need to check on the exact number of the water meters.

Mr. Garriott stated that because of the town reading our own meters would affect the cost.

Councilman Caldwell stated the annual costs including software, licensing would be \$4800.00/year plus the cell phone bill. Mr. Garriott stated that was a ball park figure.

Discussions ensued regarding other towns utilizing this system and when the system would be installed. Councilman Caldwell stated that the town would have time to review.

Legal Counsel, Amy Nooning, questioned if there was an agreement that IMPA has drafted? She could reach out to Peter Prettyman, IMPA's legal counsel. Councilman Caldwell questioned if IMPA had an agreement that could be sent to the Town's attorney. Mr. Garriott advised yes.

Councilman Caldwell stated more information was needed for the Town to make a decision.

CT Johnson questioned if the maintenance fund of approximately \$18,500.00 be applied to the total project cost?

CT Johnson also expressed concern with the COVID changes and tax revenues are uncertain. Councilman Caldwell stated taxes wouldn't affect the electric and CT Johnson stated with the unknowns, there may be shortfalls in the budget and other funds may need to be utilized. CT stated that more will be known after the June disbursement of tax revenues. She reiterated that there are just so many unknowns at this time and waiting a little while would be better and that actual costs would need to be presented to the Council to make an informed decision.

Councilman Thompson made a motion to approve the meeting minutes from the May 11, 2020 meeting. Councilman Caldwell seconded. All in favor, motion passed.

Councilman Thompson approved the Special Meeting Minutes from May 21, 2020. Councilman Johnson seconded. All in favor, motion passed.

Police – Marshal Thomas

Marshall Thomas advised in the month of May were 15 runs, 5 were dog runs. A child welfare run was the most serious. Mr. Thomas spoke of a run from January. Of the 10 reports, as county handles dog runs, 2 were traffic stops. M. Thomas stated that there are additional runs done for the county.

M. Thomas discussed hiring of reserves. The police academy has been on hold with COVID.

CT Johnson stated she had templates of an ad. She wanted to go over the ad with M. Thomas to complete a detailed job description for the ad.

M. Thomas wanted reserves hired have EMS and Fire experience.

M. Thomas was concerned about interviewing all applicants, and legal counsel advised him that he could choose who he wanted to interview.

Discussion ensued.

M. Thomas discussed code enforcement and that he was focusing on weeds and grass.

Discussion began on properties to be condemned and avenues to be used: Health Department, enforcing our codes and lastly adopting an Unsafe Building Ordinance.

Multiple discussions began covering costs and rodents.

Discussion regarding property maintenance ensued for other properties.

M. Thomas discussed junk vehicle enforcement and focusing on trash cleanup.

CT Johnson and President Fry will work on a letter to residents and clean up including fines and have legal counsel review.

CT and M. Thomas will meet to cover budget.

Clerk-Treasurer – Shari Johnson:

CT advised that LIT funds will have repercussions that the town won't really see until 2022.

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 with the new rate study that was introduced. Council was informed all reconciliation was current. Fund 606 Sewer had an

improvement. CT presented Fund 623 Trash fund is sinking and an increase needs to be reviewed at the next meeting.

Councilman Johnson questioned why fund 640 was in the negative and CT advised she needed to re-appropriate.

CT discussed HB 1165. She is looking into TRECS and using a Utility Exchange for a credit check.

Office opened June 1, 2020 and following CDC guidelines.

Councilman Thompson made a motion to approve adjustments for March, April and May in the amount of \$-3306.03. Councilman Johnson seconded. Motion passed. Councilman Caldwell abstained.

Discussion about purchasing a new HVAC system with a heat pump was made.

Updated dates: May 21st, documents shredded. June 18, 2020 CT and Deputy to close office for AIM training and June 26th office closed for document purge.

CT and legal counsel are working on codification changes to present to council in July.

Discussions are happening with SRF and IDEM so that town can move forward on bond closing.

CT questioned legal counsel as to what is the statute of limitations on going back on unpaid utility bills. Ms. Noonung will look into this.

CT stated parking spots/signs being ordered for CT and Deputy.

Lastly, CT presented a list of aged bills for utilities that cannot be shut off due to the Governor's order. AREA IV can be reapplied even if assistance has been received earlier in the year.

President Fry began reading utility reports and only read May's report. Others will be placed in binder with meeting minutes.

UMAC – President Fry read the report:

For the month of May usage was 1,100,000 and billed was 653,000 leaving a + difference of 446,889 gallons for no loss. The Consumer Confidence Report was completed and hydrants flushed. The AWWA report has been extended to the end of the year. No issues to report and there have been no violations.

Hopper Excavating- Keith Cromwell read the report:

Shut-offs, locates, septic pumping, mowing, hanging flags and turning on utilities were done in May.

IMPA/ISC, President Fry read:

For May, three service requests were completed and there was one power outage. No poles were replaced, but engineering will schedule.

IMPA Commissioner's Report – Councilman Caldwell:

IMPA is working to be carbon free and explained how this is being reviewed.

Park – President Fry read:

The Eagle Scout project of the cement pad is almost complete, thanks to Dillon Petro. Water was turned on, restrooms cleaned and weeds sprayed.

Councilman Johnson stated he had an engineer review the driver's stand plans and it needs a deeper depth and cross bracing underneath. Councilman Thompson voiced the engineers report was over-evaluated and would be costly. CT interjected, if not done it's a liability.

Fire – Jim Caldwell:

The May report was unavailable for the meeting but a Tanker Training Report was presented.

Claims:

Councilman Thompson made a motion to approve the claims for June 8, 2020 in the amount of \$126,991.01. Councilman Johnson seconded. All in favor, motion passed.

Old Business:

ITRON agreement is still pending and ICloud were tabled.

Employee Handbook recommendations will be presented to the Council at July's meeting as this is part of the Codification process.

Century Link contract is tabled. The Town is awaiting reply from Century Link.

The Capital Assets project is still pending but almost completed.

DC Trees is being contacted for tree takedown on E. Wall Street. CTs office has had difficulty contacting. Councilman Caldwell discussed contacting.

New Business:

The trailer downtown is for sale at \$15,000.00. CT recommended the town purchases. President Fry stated the Town needed to look into purchasing. Councilman Thompson stated if funds need to be held, it shouldn't be looked at purchasing.

M. Thomas discussed purchase of the gravel lot downtown. CT stated that wasn't what the council voted on, and Councilman Thompson stated that could be changed. CT stated that the town needs to grow their AV.

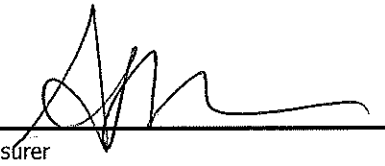
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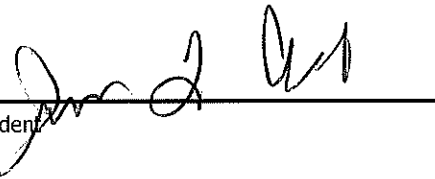
None requested.

Request to Speak:

None presented.

Councilman Thompson made a motion to adjourn the meeting. Councilman Johnson seconded. All in favor, motion passed. Meeting adjourned at 20:28.

X 
Clerk Treasurer

X 
President

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