

TOWN OF ADVANCE

MEETING MINUTES

LOCATION: TOWN HALL

February 13, 2023

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: President Jim Caldwell, Dale Thompson, Amanda Lyles and David Lumpkin

Clerk Treasurer – Shari Johnson

Marshal: Brad Thomas

Attendees: Council Members: President Jim Caldwell, Amanda Lyles, Dale Thompson and David Lumpkin

Marshal: Not Present

Clerk-Treasurer: Shari Johnson

Others in attendance: David Gregory, Jeff Hopper, Keith Cromwell, Scott Roby, Doug Meissel, Eric Bearmann, Deputy Hitch, and Zac Perisho

President Caldwell called to order the Council Meeting at 18:59.

Pledge of Allegiance

Rules of Order

Engineering Report – Tabled

Councilwoman Lyles made a motion to approve the Meeting Minutes from January 9, 2023. Councilman Thompson seconded. All in favor, motion passed.

Councilman Thompson made a motion to approve claims for February 13, 2023, in the amount of \$156,043.70. Councilwoman Lyles seconded. All in favor, motion passed.

CT advised that some of amount is from transfers.

Councilwoman Lyles made a motion to approve year-end claims of \$16,384.24. Councilman Thompson seconded. All in favor, motion carried.

CT advised some of these claims were from APV date entered incorrectly, example.

CT advised reconciliation was off by \$.01. She was unable to locate but will continue to search and find.

Councilman Thompson made a motion to approve the reconciliation for January. Councilman Lumpkin seconded. All in favor, motion carried.

Council signed off on reconciliation for January. CT advised the Council that reconciliation used to be a vice for her and showed the file for how she used to do reconciliation. Once she met with Keystone, reconciliation is not cumbersome anymore and is usually done within an hour.

Park – No members present:

CT Johnson advised approval of the Park's 501C3 had been received. CT questioned the park was approved as a 501C3 in January. The 990 will be due next year? President Caldwell advised yes.

UMAC – President Caldwell presented report:

Facilities are operating efficiently and within proper limits. I & I sources need to be identified within the next 6 months or inspection. The New Lead and Copper rule is out and needs to be submitted to IDEM by October 2024. Discussion will be needed.

President Caldwell stated company will need to be contacted and cost should not be too bad. A plan was developed with Mr. Elless and Mr. Ladd and will send into state. Mr. Elless is going to check where all manholes are for GIS, and as tanks are pumped, Mr. Hopper will need to report how full the tanks are. Reports need to be given to Mr. Hopper and filled out; if reports aren't given, Mr. Hopper needs to notify town. CT will write letters advising residents that sumps pumps will need to be inspected by the town to check for infiltration.

Discussion of where lines existed ensued. Water pumped will be reviewed at lift stations as well. Discussion regarding water difference of billed to pumped including leaks and difference is still too high. Mr. Hopper stated he could get ahold of Lebanon to check for leaks. CT Johnson stated Alliance of Indiana would check lines for free.

Water loss was presented by Mr. Elless and areas of loss are being inspected.

Hopper Excavating – President Caldwell read report:

Work completed in January was locates, snow removal/salting, shut off water, Christmas lights down, and septic pumping. Mr. Hopper stated cars on the town lot need to be moved when it snows and removing snow. President Caldwell advised Mr. Hopper to contact Marshall Thomas about car removal during snows.

Upcoming: Patching pot holes and capping of unused septic tanks.

IMPA – President Caldwell read report:

In January there were two power service requests, no poles were replaced, one service inspection (pole inspection) and there was one outage.

CT advised that a resolution to approve who can call into ISC Control Room, must be done.

President Caldwell read Resolution 2023-03 A Resolution Appointing Authorized Representatives for the IMPA Service Corp. Maintenance Agreement.

Councilman Thompson made a motion to suspend the rules and consider Resolution 2023-03 on its first reading. Councilwoman Lyles seconded. All in favor, motion carried.

Councilman Thompson made a motion to approve Resolution 2023-03. Councilwoman Lyles seconded. All in favor, motion carried.

IMPA Commissioner's President Caldwell:

President Caldwell advised he had IMPA do a cost analysis of what it would cost to upgrade the Town's system; the cost was \$1,572,000 which included a detailed list of labor and parts.

President Caldwell stated the Town would look for grants. IMPA set up Baker Tilly as a grant administrator and P. Caldwell requested they help with obtaining a grant.

CT Johnson questioned if Baker Tilly was assisting all IMPA communities and if they had an agreement with IMPA? President Caldwell stated they were IMPA's grant administrator and the town would receive 10% discount by using them.

CT Johnson stated Baker Tilly is extremely expensive and was her concern. President Caldwell stated they would be paid in the grant. CT advised if the town only got a fraction, what would their fees be?

Councilman Thompson made a motion for President Caldwell to contact Baker Tilly. Councilman Lumpkin seconded. All in favor, motion carried.

CT stated she was opposed until she knew the cost.

President Caldwell stated a comprehensive plan would be needed before annexation could occur. Discussions ensued. The town would like to annex from 74 to 32. The town needs a comprehensive plan to move forward.

CT stated after meeting with Jeff Wolfe, part of the PUD would be discussing the comprehensive plan through the LEAP project, and OCRA grants are available for this.

Councilwoman Lyles questioned if Lebanon was annexing out this way and President Caldwell advised, annexation would only be to 500.

Councilwoman Lyles made a motion to ratify repair costs of the Water Tower Leak approved by President Caldwell for \$5500.00. Councilman Thompson seconded. All in favor, motion passed.

CT advised Councilman Lumpkin, that Resolution 2016-01 gives the Council President authorization to approve emergency repairs up to \$5000.00. The initial cost was considered under \$5000.00; however, the costs went slightly over.

Fire – Keith Cromwell read report:

For the month of January, the fire department had 4 EMS, 1 Fire, 2 MVAs, 3 Cancelled, and Person in Distress -1.

Police – Deputy Shaun Hitch:

Deputy Hitch advised there was no paper report for the month of January. 13 runs were discussed.

Code Enforcement was discussed. Councilman Thompson made a motion to move forward taking Mr. Hill to court for both business and residential properties. Councilman Lumpkin seconded. All in favor, motion carried.

Reserve Zac Perisho presented new car computers to the Council.

During day to day operations there aren't enough computers to go around. Reserve Perisho stated he'd reviewed different types of software, technology, and computers. He advised Getac was a commonly used for EMS work and are rugged. The current equipment the police department has is at the end of life and new upgrades he felt were needed. Additional costs incurred from moving from 1G to 5G and 8g of memory to 16g of memory. Extra speed assists with traffic stops and overall work.

President Caldwell stated looking at the specs, if the system was hit by cyber, the equipment is not covered. Reserve Perisho stated he could not get a direct answer from the company, and P. Caldwell stated that information was needed. President Caldwell stated he wanted that confirmed.

Reserve Perisho stated the 5 year bumper to bumper warranty we could outright purchase the equipment with the warranty for \$11,190.00 or pay over 5 years \$2,581.36 with coverage of damages per year. At the end of 5 years, the equipment would be eligible for trade in for new equipment with a buy out option of \$1255.00. President Caldwell wanted to know if virus infected machine, what the cost would be. Reserve Perisho stated he was not sure but devices did not have hard drives in them which makes them less likely to be attacked. President Caldwell questioned data recovery and wanted to know the cost.

CT got verification of pricing and the difference of paying up front as opposed to annually.

President Caldwell stated he wanted to take this information under advisement.

R. Perisho stated the docking stations run about \$2700.00, and he would install off-market brands saving the town money. P. Caldwell stated he needed to know entire cost of installation.

CT Johnson questioned about the police report. R. Perisho stated the department is struggling to get this operable. R. Perisho stated how much the department wants to spend. Discussion ensued.

Clerk-Treasurer – Shari Johnson:

Fund and appropriation reports were presented without comment. CT stated trash is in the negative and should be in positive cash flow by April. Sewer Utility is at + \$11,000.00, and spending needs to be diligent.

CT advised she would be on vacation from February 25th through March 4th.

Councilman Thompson made a motion to approve CT adjustments for the month of January 2022, in the amount of -211.05. Councilwoman Lyles seconded. Councilman Caldwell abstained from approving the fire department adjustment; motion passed.

TRECS update; usually funds don't start coming in until March. P. Caldwell explained the TRECS program to Councilman Lumpkin. CT stated the town got approximately \$2600.00 back from the state surplus disbursements.

Councilwoman Lyles made a motion to approve receipting in OSWs; check number 13847, \$19.387, check number 13905, \$20.52. Councilman Thompson seconded. All in favor, motion carried.

CT signed up C. Lyles and C. Lumpkin for AIM training.

Councilman Thompson approved CT Johnson's request to travel to the ILMCT Conference in Muncie, IN with estimated expenses of \$998.96. Councilwoman Lyles seconded. All in favor, motion carried.

R. Perisho advised that data would not be stored on equipment.

Councilwoman Lyles made a motion to ratify President Caldwell to sign the 2023 Agreement with the Boone County Economic Development Corporation and pay \$1000.00 to the EDC. Councilman Lumpkin seconded. All in favor, motion carried.

CT Johnson advised the Council of the Cyber Assessment done by Hometown Connections, through IMPA. Weaknesses found and areas of improvement, from risk management, third parties etc. Based off industry standards, there are areas the town is doing better than most and some less. The biggest area to be worked on is the Disaster Recovery Plan. The time table given by Hometown was 18 months to complete. CT advised she plans to complete within the year, as 18 months is too long. C. Lyles questioned how long this would take and CT advised it would involve a lot of writing. CT Johnson advised that APPA and Hometown had templates that could be used. There are firewalls needed to be set up as well as 2 Factor Authentication. CT advised she would not use Hometown, and would look to Indiana Office of Technology (IOT) and Purdue have FREE services which she is planning to look into.

CT showed Council Verizon equipment as Councilman Lumpkin cannot access emails/attachments and all information from attorney, state, AIM, contractors, etc. send attachments. CT has a meeting with Verizon Rep on Friday. Item was tabled until March.

The bridge at 75 and 74 is anticipated to be opened by the end of April.

Old Business:

None presented.

New Business:

CT Johnson read Ordinance 2023-01.

Councilwoman Lyles made a motion to suspend the rules and consider Ordinance 2023-01 on its first reading. Councilman Thompson seconded. All in favor, motion carried.

Councilman Thompson stated that on the list-serve, that Ordinances did not need to be read out loud, and Councilwoman Lyles concurred. CT stated that would need to be researched.

Councilwoman Lyles made a motion to approve Ordinance 2023-01. Councilman Thompson seconded. All in favor, motion carried.

Billing Disputes: None presented.

Request to Speak: Eric Bearmann

CT advised Mr. Bearmann that with the Rules of Order he is only allowed to speak 3 minutes.

Mr. Bearmann 10388 Ross Rd. Jamestown, presented the Council with the use of 108 N. Main St. He began quoting meeting minutes from the November 2022 Council meeting.

He paraphrased that Councilman Caldwell stated 'the Council could but wouldn't rezone the space and that he must come up with a plan.' President Caldwell was paraphrased as stating 'the property was zoned as Urban Business and not residential.' Councilwoman Lyles was paraphrased as stating 'it would be a waste of space if it was residential.'

Mr. Bearmann passed out a chart to Council stating that under GB residential was permitted and "quite honestly, this was 50% why it can sell on the market."

President Council stated, he wanted to make it clear to Mr. Bearmann, in general the consensus is, it's not residential and the Council can overrule what the County says and he recommended Mr. Bearmann should try to put a business in there, and the Council could help with that a little bit. Mr. Bearmann stated he wanted it to be clear. President Caldwell stated it needed to be totally clear and in the meeting minutes, the Council had already discussed this.

Mr. Bearmann questioned if it was a mistake and P. Caldwell stated it didn't make any difference, that the Council could rule right now, that the building is only urban business.

Mr. Bearmann stated for the next guy, it would be better if it was labeled an S or a D.

CT Johnson advised Mr. Bearmann was out of time.

Mr. Bearmann presented a plan/sketch of an ADA ramp. P. Caldwell stated they would look at it and get back with him.

P. Caldwell stated the Council needed to look and see if the town could legally do that.

CT Johnson stated a note from Charlie Campbell from the APC, to keep in mind that the building is not automatically a residence, as the building has always been used commercially and may not meet residential standards. It is not automatically a residence.

P. Caldwell stated the Council has to jump through flaming hoops to get things done and would need to discuss with the attorney.

P. Caldwell questioned if the drawing of the ramp if it was a detailed plan. CT Johnson questioned if an engineer reviewed the plan, and Mr. Bearmann advised it was just "me drawing." He said this was probably a \$10,000.00 project and would need a fire exit door and exit signs. P. Caldwell stated the Council would get back with him.

Councilman Lumpkin questioned the Ordinance regarding sidewalks. CT Johnson advised this Ordinance was already passed. C. Lumpkin stated M. Thomas said it couldn't be enforced. C. Lumpkin stated there were many discussions but didn't know if this has been settled. P. Caldwell stated he thought the way to enforce it would be to put signs up, and the attorney would need to be contacted.

Councilman Thompson made a motion to adjourn the meeting. Councilwoman Lyles seconded. All were in favor, motion passed. Meeting adjourned at 20:17.

X

Clerk Treasurer

X

President

The next Council meeting is scheduled for Monday March 13, 2023 at (19:00) 7:00 p.m. at the James L. Caldwell Fire Department, 106 E. Wall St., Advance, IN.