

# NASHVILLE TOWN COUNCIL MEETING

## THURSDAY, MARCH 17, 2016

**ATTENDANCE:** Council members present – President Charles B. King, Vice-President Jane Gore, Councilmember Alisha Gredy, Councilmember Arthur Omberg and Councilmember Dave Rudd. Also in attendance – Town Manager Scott Rudd, Town Utility Manager Sean Cassidy, Administration Manager Phyllis Carr, Town Attorney Andy Szakaly, Police Chief Ben Seastrom and Clerk-Treasurer Brenda Young.

### **COUNCIL BUSINESS – 6:30pm**

1) **CALL TO ORDER** by Councilmember King at 6:30pm.

2) **PLEDGE OF ALLEGIANCE**

Councilmember King asked all in attendance to rise and recite the Pledge of Allegiance.

3) **ROLL CALL** by Clerk-Treasurer Young.

4) **APPROVAL OF AGENDA**

Administration Manager Carr asked to add a right of way request from Kathy Sepiol to be addressed under written communications. Councilmember Omberg moved to approve the agenda with the addition. Vice-President Gore seconded the motion. All were unanimously in favor.

5) **NOTES TO NOTE**

President King advised that INDOT is currently installing new ADA compliant corners, new curbing and resurfacing Van Buren Street. He also urged the public to obey all traffic signs and laws.

6) **APPROVAL OF THE MINUTES – 2-18-16 Council Meeting**

Councilmember Omberg made a motion to approve the minutes of the 2-18-16 Council Meeting. Councilmember Rudd seconded the motion. All were unanimously in favor.

7) **CLAIMS**

Councilmember Omberg made a motion to approve the claim from BLN for \$26,625.00 contingent upon receipt of funds. Clerk-Treasurer Young explained the grant funds from Rural Development will pay this claim. The next portion is the Town's portion to pay for the environmental study and PER for the Water CIP. Councilmember Omberg made a motion to approve the claim from BLN for \$8,875.00. Councilmember Omberg made a motion to approve the claim from Key Research and Analysis for the Income Survey for OCRA. Councilmember Omberg made a motion to approve the claim from Speedway for \$1,136.01 for fuel. Councilmember Omberg moved to accept the claims for the period of 2-12-16 through 2-29-16 and for the period of 3-01-16 through 3-10-16. Councilmember Rudd seconded all the motions. All were unanimously in favor of the motions.

8) **COMMUNICATIONS**

**A. Written**

• **Kathy Sepiol**

Administration Manager Carr introduced the right of way request for Ms. Sepiol to block the streets and alleys around the Village Green for a Building Bridges rally on April 16, 2016. Ms. Sepiol advised the event will be from 11am to 2pm and will have non-amplified music at the Pavilion. She explained the event is a peaceful rally, she is hoping that 300 or more people will attend and they are encouraging people to bring their lawn chairs. Food will not be served at the event.

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Councilmember Rudd made a motion to approve the right of way request. Councilmember Omberg voiced concern about blocking the road, causing problems for emergency personnel and suggested blocking parking spaces instead. Discussion. Councilmember Omberg advised that Ms. Sepiol is willing to not close off the east west traffic and instead will block Jefferson Street half a block north of the Village Green. Councilmember Omberg made a motion to accept the request for the Village Green and blocking off the north side of Jefferson Street up until the alleyway just past Michael's Flowers and leaving the intersection clear to east west traffic. Discussion. Councilmember Omberg added to the motion to block the five parking spaces on the streets that adjoin the Village Green. Councilmember Gredy seconded the motion. President King, Vice-President Gore, Councilmember Gredy and Councilmember Omberg voted in favor of the motion, Councilmember Rudd voted against the motion and the motion passed 4-1.

### **B. Audience**

Larry Pejeau thanked the Council for the new sidewalks in town.

### **BOARDS AND COMMISSIONS REPORTS**

#### **1) BROWN COUNTY VOLUNTEER FIRE DEPARTMENT REPORT**

BCVFD Chief Dak Kelp reported they had about 60 people attend the ladder dedication ceremony last weekend. He asked Clerk-Treasurer Young the procedure to be reimbursed for the work done on the ladder truck. Clerk-Treasurer Young explained the town can reimburse the department up to the amount the Council specifies in a motion. Vice-President Gore made a motion to pay the bills for the upkeep and repair of ladder truck up to \$25,000. Councilmember Omberg seconded the motion. All were unanimously in favor of the motion.

BCVFD Chief Kelp wanted to know if the ISO committee would be meeting in the future as well as the committee to talk about fire department personnel. He stressed that by the end of the year they will only have five active fire department members. BCVFD Chief Kelp advised the personnel committee consists of himself, Police Chief Seastrom, President King, Town Manager Rudd and Councilmember Omberg. President King scheduled the meeting for Wednesday, March 23, 2016 at 4pm at Town Hall. President King asked that everyone come to the meeting with one idea.

BCVFD Chief Kelp advised they will be using a lot of water from the Law Enforcement Center on Monday next week.

#### **2) DEVELOPMENT REVIEW COMMISSION REPORT**

Administration Manager Carr reported the Commission met on Tuesday and approved two sign applications, three COA's were approved and one COA was tabled as a representative was not present. The DRC is requesting that the Council review the temporary structures guidelines they have drafted and provide them feedback. President King asked what the DRC's opinion is regarding the gigantic flags outside of some businesses. Administration Manager Carr advised the DRC is going to be discussing this further as they have some differing of opinions.

Administration Manager Carr spoke about the Nashville Christian Church's Life Center building and explained they at first proposed to use the existing light poles that were on the property but it will cost them a lot of money to reinstall the lights. There is an existing light pole on Jefferson that belongs to Duke Energy and they are proposing to put in a 400 watt light fixture instead of the other poles. The nearby landowner has been contacted and is okay with this light fixture. Discussion.

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Councilmember Gredy made a motion to approve using the existing Duke Energy light pole with the proposed light fixture. Councilmember Omberg asked if all the neighboring landowners had been contacted. Administration Manager Carr advised that the closest neighbor to the light was contacted and in agreement with this light fixture. Town Attorney Szakaly asked if there is a process for approving lighting. Clerk-Treasurer Young advised lighting is part of the land use ordinance from the DRC. Councilmember Rudd seconded the motion. Discussion. Administration Manager Carr summarized that the Council is in agreement to use the pole as long as she gets documentation that the property owner next to the property has been notified and agrees with the use of the light. All were unanimously in favor of the motion.

### **3) NASHVILLE ARTS AND ENTERTAINMENT COMMISSION REPORT**

#### **• Place Based Investment Fund Grant**

Parking and Public Facilities Commission President Lamond Martin reported that the two commissions have joined to work on obtaining the Place Based Investment Fund Grant. He advised this has been a great experience and have had about 20 people involved in various meetings. They are working toward enhancing the Village Green and the new public restrooms facility located there. The Town's portion of the matching grant is \$50,000 and he believes they have most of the funds figured out.

Parking and Public Facilities Commission President Martin asked the Council what they want to name the four corners area. Discussion. Councilmember Rudd made a motion to call this area the Village Green. Vice-President Gore seconded the motion. President King, Vice-President Gore, Councilmember Omberg and Councilmember Rudd voted in favor of the motion, Councilmember Gredy voted against the motion and the motion passed 4 to 1.

Town Manager Rudd advised in order to apply for the Place Based Investment Grant they need a letter of commitment up to \$50,000 and up to \$25,000 in in-kind services. They have budgeted their money in the EDIT fund for this exact sort of quality of life project. President King offered to entertain a motion that the Town agree to pay any deficit funding for the grant match and the \$25,000 in-kind work it takes to get the grant. Vice-President Gore made this motion and Councilmember Gredy seconded the motion. President King, Vice-President Gore, Councilmember Gredy and Councilmember Omberg voted in favor of the motion, Councilmember Rudd voted against the motion and the motion passed 4-1.

### **4) MAIN STREET COMMITTEE REPORT**

Clerk-Treasurer Young reported the committee met this week and worked on their three year plan. They are looking to do two events per year: Christmas in Brown County in December and Heritage Days in September. The Town of Nashville will be 144 years old in September 2016 and the Heritage Days festival can encompass the quilt show, the pioneer women, Old Settlers, etcetera.

### **5) ANY OTHER UNFINISHED BUSINESS OR COMMENTS THAT MAY COME BEFORE THE COUNCIL**

Nothing further.

### **OLD BUSINESS**

#### **1) BETA TEEN CENTER REQUEST**

Clerk-Treasurer Young reminded the Council that the BETA Teen Center came before the Council last month to request a donation to their program. Vice-President Gore made a motion to give the BETA

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Teen Center \$500. Clerk-Treasurer Young suggested the money be taken from the Riverboat Gambling Fund. Councilmember Rudd seconded the motion. All were unanimously in favor.

### **NEW BUSINESS**

#### **1) 2015 TOWN YEAR IN REVIEW**

Town Manager Rudd asked that this be moved to next month's meeting and the Council agreed.

#### **2) INTERNAL CONTROLS PRESENTATION**

Town Manager Rudd advised he met representatives with Crow and Horwath at the IACT Conference and they are interested in helping the Town with internal controls that they need to comply with. Tim Berry and Mark Adam with Crow and Horwath introduced themselves to the Council and gave a presentation concerning internal controls. Mr. Berry explained the Indiana State General Assembly passed legislation that requires all units of local government to pass an Internal Control policy by June 30, 2016. The Town must set up a level of materiality in which they would be responsible for reporting this amount or issue to the State Board of Accounts. Also, by the end of the year, the Council must pass and adopt standards and procedures for internal controls. Mr. Berry advised the State Board of Accounts has put together an on-line training module that each employee can attend. Discussion.

Mr. Berry explained his company has a tool that can assist the Town with creating an Internal Control policy that they can put in their hands and teach them how to use it, they can help the Town create the policy or they can come in and create the policy. Mr. Berry noted, with Clerk-Treasurer Young's background and experience, he is guessing the Town has more internal controls than many other communities already have. Discussion. Clerk-Treasurer Young advised IACT is having a webinar that the department heads will attend to give them a better understanding of the processes.

#### **3) ANY OTHER NEW BUSINESS THAT MAY COME BEFORE THE COUNCIL**

None.

**RECESS** A recess was called from 8:05-8:11pm

### **REPORTS**

#### **1) CLERK-TREASURER – BRENDA YOUNG**

Clerk-Treasurer Young advised she will give a report to the Council on the budget at next month's meeting.

#### **2) TOWN MANAGER/ECONOMIC DEVELOPMENT DIRECTOR – SCOTT RUDD**

##### **A. Floodplain Appeal Update**

Town Manager Rudd reported that DNR has removed several commercial properties from the floodplain. The DNR has also funded a study of the north fork of Salt Creek through Town from the Opry to Gnaw Bone. Town Manager Rudd advised they are now asking FEMA to give them a little more time for the DNR study to be completed before they approve the new floodplain maps. Town Manager Rudd asked the Council's permission to submit comments on the Town's behalf about the floodplain report that are due tomorrow. The Council granted this permission.

##### **B. DNR Meeting Report**

Town Manager Rudd and President King attended a meeting with the DNR Director, State Park Director, Hoosier Forest District Ranger, Community Foundation CEO and CVB President a couple weeks ago. They focused on opportunities and he felt this was a very positive and promising meeting.

**C. 3 Year Work Plan – Public Input**

Town Manager Rudd advised he will be scheduling a meeting in the next few weeks with all the Commission chairs to move the work plan forward.

**D. Health Insurance Policy Review**

Town Manager Rudd reported the IACT Health Insurance contract is up at the end of this year but they have until April 1, 2016 to tell them whether or not they will extend the contract for another year. IACT is currently trying to get them information on what some new costs will be and the cost should go down if they switch to a different plan. They are also working with two outside health insurance providers to compare costs and benefits. Town Manager Rudd is hoping they can offer a reasonably affordable family policy for any employee that needs it.

President King commented that the Council is confident enough to leave the decision up to Town Manager Rudd as to what plan they go with. Town Manager Rudd will talk with the department heads and Councilmember Omberg as to the specifics about the insurance plans.

**E. Phone and Internet**

Town Manager Rudd complimented employee Mary Beth Fisher for her work in purchasing and saving the Town money. Mrs. Fisher has identified a new phone and internet plan that will save the Town almost six thousand dollars a year. This will extend fiber optic cable to Town Hall and will allow the neighboring residences to also hook up to fiber. Town Manager Rudd advised the company providing this service is Smithville Communications and asked the Council's permission to allow him to enter into a five year agreement.

Councilmember Omberg made a motion to allow Town Manager Rudd to sign a contract with Smithville Communications as the Town's internet and phone provider for the next five years. Councilmember Gredy seconded the motion. All were unanimously in favor. Town Manager Rudd noted he is still working to get the Police Station connected and Smithville hasn't submitted a proposal for this yet. Town Manager Rudd added there is a \$1,500 installation fee for the fiber to extend to Town Hall and he asked that they use the CCI funds to cover this cost.

**3) TOWN ADMINISTRATION**

**UTILITY MANAGER SEAN CASSIDAY**

**A. Storm Sewer Project**

Utility Manager Cassiday advised this is still in the works as Dave Wagler is working on a price to do the work. They plan to tie in this work with the work INDOT is doing in this area. President King asked if there is a way to clean out the drains. Utility Manager Cassiday explained how this could be done. President King would like to see the drain cleaned out so that it would work more efficiently.

**B. Water CIP PER Revision**

Utility Manager Cassiday reported the public hearing for the Water CIP will be held on Tuesday, March 29, 2016 at 2pm at Town Hall.

**C. Street Striping**

Utility Manager Cassiday reported he will meet with the contractor on March 21, 2016 at 9:30am to discuss the plans.

**D. Playhouse Stair Removal Project**

Utility Manager Cassidy suggested they change this to the Van Buren Revitalization project. The contractor is finalizing several categories of bids and should have something from him by next week.

**E. New Restroom Water/Sewer Lines**

Utility Manager Cassidy reported the sewer line is installed and stubbed out next to the building. The water line is currently being installed and will be tied into the two inch line. The inside of the Village Green restrooms have been painted and will have the ceiling repainted due to moisture conditions. The power is working and lights are being installed and good progress is being made.

**F. INDOT Concrete and Paving**

Utility Manager Cassidy advised he walked around the project area with the paving crew and looked at several items that INDOT could do. The Town will have some projects as well and they will need to prioritize those projects.

**G. Energy Grant**

Utility Manager Cassidy reported they have things in place to get ready to order all the lab equipment and have created a real ally that works for IDEM that has been reviewing their needs. President King would like to see LED technology used rather than purchasing new fixtures. Utility Manager Cassidy advised they have a meeting scheduled with Duke Energy to discuss changing out lights to LED lights to be used throughout Town.

**H. Christian Church Sidewalk**

Utility Manager Cassidy asked the Council's opinion on how much they are willing to help pay for the new sidewalk installed by the Christian Church's West Washington Street building and noted the bill for the work was \$5,200. Utility Manager Cassidy has received requests for several sidewalk projects already this year. Discussion.

Councilmember Omberg made a motion to authorize Utility Manager Cassidy to pay \$1,500 of the sidewalk bill to the Nashville Christian Church. Vice-President Gore seconded the motion. Councilmember Omberg asked if they are going to extend the sidewalk. Utility Manager Cassidy advised the owners are going to extend the sidewalk from Van Buren to their opening cut into their new parking lot and on down. All were unanimously in favor.

**ADMINISTRATION MANAGER PHYLLIS CARR**

**A. Right of Way Requests**

Administration Manager Carr presented the following right of way requests:

- Salvation Army Street Carnival, September 17, 2016.

They are requesting to block off Washington Street to Pittman House Lane. Councilmember Rudd asked what the difference is between this road being blocked and the four corners being blocked for events. Councilmember Omberg explained if the four corners are blocked it is difficult for emergency vehicles or fire trucks to get to Helmsburg quickly. Councilmember Omberg moved to approve the request. Councilmember Gredy seconded the motion. President King, Vice-President Gore, Councilmember Gredy and Councilmember Omberg voted in favor of the motion, Councilmember Rudd voted against the motion, the motion passed 4-1.

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- Salvation Army Christmas Tree Lighting, November 26, 2016.

They are requesting to block off Washington Street to Pittman House Lane. Councilmember Omberg moved to allow this request. Councilmember Gredy seconded the motion. President King, Vice-President Gore, Councilmember Gredy and Councilmember Omberg voted in favor of the motion, Councilmember Rudd voted against the motion, the motion passed 4-1.

- Convention and Visitor's Bureau Wine Fair Parking, April 30, 2016

They are requesting to block the parking spaces on Jefferson Street on the Pavilion and Church sides for the shuttle busses to use. They are requesting the spaces be blocked from 11am to 8pm. Councilmember Omberg moved to allow the request. Councilmember Gredy seconded the motion. All were unanimously in favor of the motion.

- Spring Blossom Parade, May 7, 2016

Councilmember Rudd commented that they are blocking the whole downtown with this event and made a motion they deny the request. The motion died for a lack of a second. Councilmember Omberg made a motion to allow the parade for the children. Councilmember Gredy seconded the motion. President King, Vice-President Gore, Councilmember Gredy and Councilmember Omberg voted in favor of the motion, Councilmember Rudd voted against the motion, the motion passed 4-1.

- 4<sup>th</sup> Annual Murat Shriner's Parade, June 11, 2016

Councilmember Omberg made a motion to allow the parade. Councilmember Gredy seconded the motion. President King, Vice-President Gore, Councilmember Gredy and Councilmember Omberg voted in favor of the motion, Councilmember Rudd voted against the motion, the motion passed 4-1.

### **B. Arbor Day Proclamation**

Administration Manager Carr reported Arbor Day in Nashville will be April 22, 2016 and asked that the Council adopt the Arbor Day Proclamation. Councilmember Omberg made a motion to approve the 2016 Arbor Day Proclamation as presented. Vice-President Gore seconded the motion. President King, Vice-President Gore, Councilmember Gredy and Councilmember Omberg voted in favor of the motion, Councilmember Rudd voted against the motion, the motion passed 4-1.

### **C. Fire Hydrant Inventory**

Administration Manager Carr reported as soon as some other projects get completed they will start on the inventory again.

### **D. Street Sign Update**

Administration Manager Carr reported as soon as some other projects get completed they will start on installing street signs.

### **4) POLICE CHIEF – BEN SEASTROM**

Police Chief Seastrom advised that he and Assistant Chief True will be attending a week long mandatory class at the academy in two weeks. They will not be available from 8am to 6pm each day but if the Council needs something they can email or leave a message for them and they will respond after class.

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**5) TOWN ATTORNEY – ANDY SZAKALY**

**A. Town Court**

Town Attorney Szakaly reported that it is very likely they will be doing Town Court cases in the Circuit Court in a relatively short period of time. In order to do this, they need to look at the Town's ordinances and see how many fines and penalties there are to be addressed. Discussion. Police Chief Seastrom advised that he could look at the ordinances most likely to come before the Court.

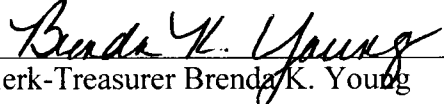
**6) ANY OTHER NEW BUSINESS THAT MAY COME BEFORE THE COUNCIL**


Nothing.


**ADJOURNMENT**

Councilmember Rudd moved to adjourn the meeting. Councilmember Omberg seconded the motion. All were unanimously in favor. President King adjourned the meeting at 8:55pm.

*The audio recording made at the Town Council meeting on 3-17-16 is retained in the office of the Town Clerk-Treasurer.*

  
Clerk-Treasurer Brenda K. Young

  
President Charles B. King

  
Vice President Jane Gore

  
Councilmember Alisha Gredy

  
Councilmember Arthur Omberg

  
Councilmember Dave Rudd