

NASHVILLE TOWN COUNCIL MEETING

THURSDAY, OCTOBER 20, 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 Cassiday, Administration Manager Phyllis Carr, Town Attorney Andy Szakaly, Police Chief Ben Seastrom, Clerk-Treasurer Brenda Young and Deputy Clerk-Treasurer Debbie Ferry.

COUNCIL BUSINESS – 6:30pm

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

2) **PLEDGE OF ALLEGIANCE**

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

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

4) **APPROVAL OF THE MINUTES – 9-01-16 EXECUTIVE SESSION, 9-01-16 JOINT MEETING, 9-20-16 MEETING, 9-22-16 EXECUTIVE SESSION** Councilmember Omberg moved to approve the minutes of 9-01-16 Executive Session, 9-01-16 Joint Meeting, 9-20-16 Meeting, 9-22-16 Executive Session. Councilmember Gredy seconded the motion. All were unanimously in favor.

5) **CLAIMS**

Vice-President Gore advised that she reviewed the claims that are before the Council. Councilmember Omberg made a motion to approve the claims for the period of 9-09-16 through 9-30-16 and for the period of 10-01-16 through 10-13-16. Councilmember Gredy seconded the motion. All were unanimously in favor.

Councilmember Omberg made a motion to approve the claim for Operation Pullover in the amount \$1,960.61 when the funds are available. Councilmember Rudd seconded the motion. All were unanimously in favor.

6) **COMMUNICATIONS**

A. Written

No written communications were presented.

B. Audience

• **SEWER ISSUE – MARY SMITH**

Councilmember Rudd announced this issue has been resolved.

BOARDS AND COMMISSIONS REPORTS

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

A representative was not present to give a report.

2) **DEVELOPMENT REVIEW COMMISSION REPORT**

Administration Manager Carr advised the Commission met on Tuesday and they approved one sign application, a COA and an amended COA.

3) ARTS AND ENTERTAINMENT REPORT

• **APPROPRIATIONS REQUEST**

Clerk-Treasurer Young advised at the July 21, 2016 Town Council meeting, the Council approved the additional appropriations of \$6,240.00 to the Arts and Entertainment Commission. She explained the funds are not actually added to the NAEC budget but are available for them to use if needed in 2016. Clerk-Treasurer Young noted if they don't use the funds this year, they will have to reallocate them next year.

Arts and Entertainment Commission President Cathy Martin announced there will be one more concert in the Concert Series, this Saturday, October 22, 2016 at 4:30pm. The High School Jazz Band will be performing at the Pavilion on the Village Green.

4) PARKING AND PUBLIC FACILITIES REPORT

Parking and Public Facilities Commission President Lamond Martin reported they have received one bid on the cameras and they are waiting on a second one to come in. Once they have reviewed the bids they will give a recommendation to the Council. They are waiting to get bids out on surveys for the lighting on Pittman House Lane. They will also do surveys on Pat Reilly Drive to possibly get easements for sidewalks to go from Van Buren Street down to Jefferson Street. Discussion.

Councilmember Omberg asked that the parking curbs be fixed on the east side of the Pat Reilly parking lot as they have been knocked over onto another property. PPFC President Martin suggested they consider working on this in the spring as they still have lighting to be worked on in this area.

5) MAIN STREET COMMITTEE REPORT

Clerk-Treasurer Young reported they have a great committee of community volunteers that have been working every week on decorations for Christmas in Brown County. The tree lighting will be Friday, November 25, 2016 at the Brown County History Center. She explained the committee along with the help of the County will also be decorating the Courthouse lawn.

6) TREE BOARD

Administration Manager Carr advised the Tree Board met this month and they plan on purchasing some trees to plant around town. President King asked about the contracted work that is not yet completed. Administration Manager Carr reported she has a message out to the contractor about the work. Two members of the Tree Board have also spoken with the contractor about completing the work.

7) CLEAN COMMUNITY COMMITTEE REPORT

Utility Manager Cassidy reported they have not had a meeting but Vice-President Gore will now be receiving emails from the State on this program.

8) ANY OTHER UNFINISHED BUSINESS OR COMMENTS THAT MAY COME BEFORE THE COUNCIL

Nothing further presented.

NEW BUSINESS

1) FLOODPLAIN ORDINANCE 2016-10

Two draft proposals of the floodplain ordinance were presented to the Council. Vice-President Gore explained the Area Plan Commission reviewed the floodplain ordinance and took some recommendations from the Commission's attorney Dave Schilling to come up with draft of the

TOWN COUNCIL MEETING OCTOBER 20, 2016

ordinance. The other draft ordinance is the standard boiler plate ordinance. Brown County Planning & Zoning Director Chris Ritzmann and Attorney Dave Schilling went through the drafts and noted the recommendations by the Brown County Commissioners to the ordinance. Discussion. Attorney Schilling and Area Plan Commission Director Ritzmann explained the process for the ordinance and noted the Plan Commission will submit the final draft ordinance to INDNR and FEMA for their approval. Upon their approval the County and Town will have to adopt the ordinance by the December 8, 2016 deadline.

Councilmember Omberg made a motion to mirror the County's ordinance. Councilmember Rudd seconded the motion. All were unanimously in favor, with Councilmember Gredy abstaining from the motion.

2) ORDINANCE 2016-11 COURT FEES

Clerk-Treasurer Young advised Ordinance 2016-11 will amend the traffic code. Town Attorney Szakaly explained they have been working on making the fees consistent and Police Chief Seastrom has made his fee recommendation to the Council. They have set up a diversion program and that ordinance has been adopted. Town Attorney Szakaly advised the court fee ordinance is the final piece which is making all the fines consistent with the exception of parking fines. Discussion.

Vice-President Gore made a motion to have the first reading of Ordinance 2016-11 by title only. Councilmember Gredy seconded the motion. All were unanimously in favor. Councilmember Omberg read aloud Ordinance 2016-11 by title only.

Vice-President Gore made a motion to suspend the rules and have the second reading of Ordinance 2016-11 by title only. Councilmember Gredy seconded the motion. All were unanimously in favor. Councilmember Omberg read aloud Ordinance 2016-11 by title only.

Vice-President Gore made a motion to adopt Ordinance 2016-11 by title only. Councilmember Gredy seconded the motion. All were unanimously in favor. Town Attorney Szakaly advised the ordinance must be advertised in the newspaper one time before the ordinance will be in force.

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

Nothing presented.

REPORTS

1) CLERK-TREASURER – BRENDA YOUNG

A. ADOPTION OF 2017 BUDGET – ORDINANCE 2016-12

Clerk-Treasurer Young passed out budget information for the Council to review. She advised they held a budget public hearing on October 6, 2016 and at this time they will adopt the budget. The ordinance that will adopt the 2017 budget is Ordinance 2016-12. Clerk-Treasurer Young explained the budget amounts for each fund to be adopted. She advised they are at the minimum budget they can do. Clerk-Treasurer Young noted the Council is only adopting the tax budgets at this time, at a later date they will adopt the water and sewer budgets.

Councilmember Omberg made a motion to have the first reading of Ordinance 2016-12 by title only. Councilmember Gredy seconded the motion. All were unanimously in favor. Councilmember Omberg read aloud Ordinance 2016-12 by title only.

TOWN COUNCIL MEETING OCTOBER 20, 2016

Councilmember Omberg made a motion to suspend the rules and have the second reading of Ordinance 2016-12 by title only. Vice-President Gore seconded the motion. All were unanimously in favor. Councilmember Omberg read aloud Ordinance 2016-12 by title only.

Councilmember Omberg made a motion to adopt Ordinance 2016-12 by title only. Councilmember Gredy seconded the motion. All were unanimously in favor.

Clerk-Treasurer Young advised the Council also needs to approve a few other local funds that are not included in Ordinance 2016-12. She explained the Food and Beverage Fund is not a property tax based fund and they also need to approve the funds as listed on pages 6, 7 and 8 before them.

Councilmember Omberg made a motion to approve EDIT Fund, LRS Fund, CCI Fund, LOIT and Food and Beverage Fund as listed on pages 6, 7 and 8. Vice-President Gore seconded the motion. All were unanimously in favor.

Clerk-Treasurer Young advised she will confirm all the budget numbers and send the adopted budget to the DLGF tomorrow. The DLGF will then review the budget and hopefully give them notice of approval in December so that they can put new budget numbers in the computer for January.

B. RESOLUTION 2016-08 TRANSFER OF DORMANT RIVERBOAT WAGERING FUND BALANCES

Clerk-Treasurer Young presented Resolution 2016-08 which will allow them to transfer the money that is in the Riverboat Wagering tax fund to the General fund. If adopted, from now on the money will go into the General fund.

Councilmember Omberg made a motion to adopt Resolution 2016-08 by title only. Vice-President Gore seconded the motion. All were unanimously in favor.

C. TOWN COUNCIL BOARDS/COMMISSIONS APPOINTMENTS

Clerk-Treasurer Young advised the Council that they will have some appointments coming up for next year. Per County Commissioner Biddle, the Town will need to make 2017 appointments to the County's Alcohol Beverage Commission and the Board of Zoning Appeals. Currently, Jim Hays is serving on the Alcohol Beverage Commission and Lamond Martin is serving on the Board of Zoning Appeals.

Councilmember Omberg asked Mr. Hays and Mr. Martin if they want to serve on these boards again and they both agreed to do so. Councilmember Omberg moved to keep the same two people in their current positions. Councilmember Rudd seconded the motion. All were unanimously in favor.

2) TOWN MANAGER/ECONOMIC DEVELOPMENT DIRECTOR – SCOTT RUDD

A. THREE YEAR PLAN – COMMUNITY READINESS INITIATIVE SURVEY

Town Manager Rudd advised the committee met yesterday to receive a quick update on the results of their survey. The next step is that Ball State will bring them some data analysis and compare that to the survey results. It does look like residential and recreational opportunities are the biggest opportunities according to the data.

B. POLICE DEPARTMENT ROOF CONSTRUCTION

Town Manager Rudd advised he has received three bids so far and waiting on a couple more. It does appear a metal roof makes sense as the cost is not that much more. Councilmember Rudd would like to wait to make a decision until they get the other bids, and Councilmember Omberg agreed.

Councilmember Rudd authorized Town Manager Rudd to go ahead and approve which bids he deems best. Councilmember Omberg seconded the motion but added he could only approve a bid as long as there is not a 10% difference between using shingles or metal. Police Chief Seastrom asked if the decision needs to come back to the Council could it be done at a special meeting as the roof is leaking very bad. The Council agreed. Discussion.

Councilmember Rudd rescinded his motion and made a new motion that they go with an all metal roof and authorize Town Manager Rudd to approve the best bid. Councilmember Omberg seconded the motion. All were unanimously in favor.

Town Manager Rudd advised he is asking the same contractors to look at the Town Hall roof as we might have a water issue. He asked the Council if he should look at getting a metal roof for this building or should he be looking at shingle only. President King thought the Town Hall roof was replaced not too long ago and asked if the leak is new or old damage. Discussion. Councilmember Omberg suggested he get an assessment of what they may need to do to fix the problem. The Council would like to see the colors and cost of metal before they agree to go that route.

Town Attorney Szakaly asked if the Police Station is subject to the DRC. Administration Manager Carr advised they are under the DRC's jurisdiction and if they are changing from shingles to metal they will have to go before the DRC. The next DRC meeting will be November 15, 2016.

C. FIBER OPTIC HIGH SPEED INTERNET – SMITHVILLE

Town Manager Rudd reported they are approaching the end of the installation of high speed internet to Town Hall. They are looking at about \$8,000 in upgrades to their networking system which will include protections for their server, computers and network.

D. PEOPLES STATE BANK – RESOLUTION 2016-09

Town Manager Rudd reported the Council had agreed to look at interest rates on their loans. Peoples State Bank is proposing rate adjustments on three different loans. One is for the \$275,000 water main extension loan at 4%. They will drop the rate to 3%. The second loan is for the Police Station on Hawthorne Drive for \$234,000 now at 3.375% to be reduced to 3%. The third loan is for the Village Green Restrooms for \$189,000 now at 3.375% to be reduced to 3%. Town Manager Rudd advised there are no additional fees to make these changes.

Town Manager Rudd presented Resolution 2016-09 drafted by Town Attorney Szakaly to allow President King, Clerk-Treasurer Young and Deputy Clerk-Treasurer Ferry to negotiate and execute the necessary documents to execute the reductions in rates. Councilmember Omberg made a motion to adopt Resolution 2016-09 by title only. Vice-President Gore seconded the motion. All were unanimously in favor.

E. UMBAUGH AGREEMENT

Town Manager Rudd advised the Umbaugh agreement for their long-term financial plan is going to be signed tomorrow. They have already been providing assistance to the Town in helping to formulate the budget.

F. BROWN COUNTY SEWER DISTRICT

Town Manager Rudd reported they are still working with the engineer and accounting people to look at the rate analysis. In the rate analysis they added a monthly fee they would charge to capture their capacity. Brown County Sewer District would like to see an upfront fee that covers all those expenses which would help them to fund the project. Umbaugh is working on this now and it should be about two weeks to complete the rate analysis.

Town Attorney Szakaly commented that it appears the Town has been supportive throughout by doing the \$2,500 rate study. He thought it would be useful to see the final study before they make any decisions on providing services. Town Manager Rudd explained the Sewer District needs a letter from the Town that provides some specific information to allow them to pursue funding. As soon as they receive the information from Umbaugh and have some more conversation he will be able to recommend the letter be executed.

3) UTILITY MANAGER – SEAN CASSIDAY

A. BID PAVING – OPENING BIDS

Administration Manager Carr advised they sent out six paving bids and received three. She explained they would like to report the base bid and meet with the Town Attorney tomorrow to review each of the bids and award the bid. Administration Manager Carr opened the following bids: E&B Paving, Wallace Construction and Milestone and bid amounts were mentioned.

Councilmember Omberg made a motion to take the bids under advisement and figure out the best deal. Councilmember Gredy seconded the motion. All were unanimously in favor. Discussion. Councilmember Omberg amended his motion to add the awarding of the bid. Councilmember Gredy seconded the amendment. All were unanimously in favor. Clerk-Treasurer Young asked that Town Attorney Szakaly review all the bids.

President King asked why they are redoing Snyder Road. Utility Manager Cassidy explained they will only be doing a crack and seal on their portion of the road to prevent anymore water seepage. The County will be doing the same thing on the other side of Snyder Road so it will all be done the same.

B. SIDEWALK WORK

Utility Manager Cassidy reported they are in the midst of getting some sidewalk work done around Old School Way and Van Buren Street in front of the BP gas station. They are hoping to start the work next week. President King talked about the new cross walk signs and wondered if they are installed in the correct locations by the school. Utility Manager Cassidy explained there are a lot of people that park at the County Garage parking lot and cross the road to the football field. Utility Manager Cassidy advised they will be installing a couple more school crossing signs on Main Street in the next few weeks.

4) ADMINISTRATION MANAGER – PHYLLIS CARR

A. RIGHT OF WAY REQUESTS

• SANTA TRAIN – BRAD COX

Administration Manager Carr presented a right of way request for the Santa Train on November 25 through November 27, December 2 through December 4, December 9 through December 11, 2016. They are requesting three parking spaces on W. Main from the 15 minute parking spot down to Honeysuckle so they can pull the train in and load/unload passengers.

Councilmember Omberg made a motion to approve the right of way request for the Santa Train. Councilmember Gredy seconded the motion. All were unanimously in favor.

B. VILLAGE GREEN REVITALIZATION PROJECT UPDATE

Administration Manager Carr reported they have met with the Rotary regarding the Town pump and they will start on this project soon. There will be a meeting on Monday to discuss the RFP for the interior of the public restrooms.

C. FIRE HYDRANT INVENTORY

Administration Manager Carr reported they have inspected 98 hydrants as of today.

D. STREET SIGN UPDATE

Administration Manager Carr advised they are continuing to update the signs.

E. COUNCIL INQUIRIES

Councilmember Omberg asked how the rate increase of East Monroe Water Corporation will affect them. Utility Manager Cassiday explained they do not get water from East Monroe unless there is an emergency due to the price of their water.

5) POLICE CHIEF – BEN SEASTROM

A. COUNCIL INQUIRIES

Police Chief Seastrom announced they had a successful National Night Out event on October 4, 2016. It looks like the attendance was as good as last year and everyone seemed to have a good time.

Halloween will be on Monday, October 31, 2016 from 6-8pm and the police will make a large presence in the community.

Police Chief Seastrom advised that Michael Williams has graduated from the Police Academy today. Officer Richie King will have his assessment date on Monday and then will attend the Academy in two weeks until March 2017.

Police Chief Seastrom reported there is an AED unit here in the Town Hall meeting room. This is an assistance tool for anyone that doesn't know CPR. He suggested that people on staff at Town Hall be trained in CPR and how to use this equipment. Councilmember Omberg asked if the equipment could be located in a more public location.

Police Chief Seastrom announced he will be out of the office next week while the department is fully staffed.

TOWN COUNCIL MEETING OCTOBER 20, 2016

6) TOWN ATTORNEY – ANDY SZAKALY

Town Attorney Szakaly had nothing further for the Council.

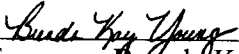
7) ANY OTHER BUSINESS TO COME BEFORE THE COUNCIL

Nothing presented.


ADJOURNMENT

Councilmember Omberg moved to adjourn the meeting. Councilmember Gredy seconded the motion. All were unanimously in favor. President King adjourned the meeting at 8:23pm.

The audio recording made at the Town Council meeting on 10-20-16 is retained in the office of the Town Clerk-Treasurer.



Clerk-Treasurer Brenda K. Young



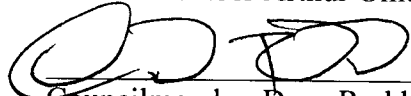
President Charles B. King



Vice-President Jane Gore

Councilmember Alisha Gredy

Councilmember Arthur Omberg



Councilmember Dave Rudd