

CUMBERLAND TOWN COUNCIL

January 4, 2017

Minutes

The meeting was **CALLED TO ORDER** and the **PLEDGE OF ALLEGIANCE** was led by (President Joe Siefker).

ROLL CALL was taken by Clerk-Treasurer, Erica Salmon. Present were Council President Joe Siefker, Council Vice President Anna Pea, and Council Member Mark Reynold. Absent were Council Members Brian Gritter and Nicole Bell. Also present were: April Fisher, Chris Etherton, Steve Yagelski, Christine Owens, Ben Lipps, Renee Garard, Attorney Dan Taylor. Minutes were taken by Deputy Clerk-Treasurer, Jill Hendley.

ELECTION OF OFFICERS

Motion and Second for Anna Pea for President of Town Council 2017.

By Siefker and Reynold. **APPROVED 3-0**

Motion and Second for Joe Siefker for Vice President of Town Council for 2017.

By Pea and Reynold. **APPROVED 3-0**

CONSENT AGENDA

Claims Register

Nov. 16, 2016 - Minutes

Dec. 7, 2016 – Minutes

Motion and Second to Approve the Consent Agenda

By Reynold and Siefker. **APPROVED 3 – 0**

BOARD & COMMISSION APPOINTMENTS

Board of Zoning Appeals

(no appointments made at this time)

Parks Advisory Council

Motion and Second to appoint Parks Advisory Council as listed

By Reynold and Siefker. **APPROVED 3-0**

Motion and Second to add Joni Curtis to the Parks Advisory Council for 2017.

By Reynold and Siefker **APPROVED 3-0**

Planning Commission

Motion and Second to reappoint John Harold, Anna Pea, and Nicole Bell to the Plan Commission for 2017. By Reynold and Siefker. **APPROVED 3-0**

Town Council President, Anna Pea, Appointment Belinda Heller to the **Planning Commission** for 4 years.

Redevelopment Commission

Motion and Second to appoint John Fruin and Justine Jones to continue on the Redevelopment Commission for 2017.

By Reynold and Siefker. **APPROVED 3-0**

Council President to reappoint John Harold and Joe Siefker to the Redevelopment Commission.

Storm Water Utility Board

Council President Pea to reappoint John Covington for Storm Water Utility Board for a 3 year term.

IRTC Policy, IRT Technical

Motion and Second to appoint Council President Anna Pea as Delegate and April Fisher as Proxy for the IRTC Policy Committee and Christine as Delegate and April as Proxy for the IRTC Technical Committee

By Reynold and Siefker. **APPROVED 3-0**

Citizens Water Board

Motion and Second to appoint Steve Yagelski to the Citizens Water Advisory Board.

By Reynold and Siefker. **APPROVED 3-0**

HCEDC

Motion and Second to appoint April Fisher to HCEDC.

By Siefker and Reynold. **APPROVED 3-0**

Town Historian, Photographer, Attorney, Financial Advisor

Motion and Second to appoint Joni Curtis as Historian, Erica Salmon as Town Photographer, Dan Taylor as the Town Attorney and Greg Guerretaz as Town Financial Advisor.

By Siefker and Reynold. **APPROVED 3-0**

CITIZENS COMMENTS (*Maximum 5 minutes*)

(none)

STAFF REPORTS

- Sugar Creek Fire Dept. – They will have 5 new hires on April 1st. That will bring them up to 10 per shift and fully staffed.
- April Fisher, Town Manager – Staff Holiday Luncheon went well. Staff had a great time at the holiday luncheon. Thank you to everyone who helped plan and decorate.
Annexation – The trial has been set for March 13, 2017. The town attorneys and staff are busy preparing.

HCCF Sign Grant – The project is taking longer than expected. April reached out to Ryan Crum with McCordsville for an update. Unfortunately, they have lost the vendor and are in the process of looking for a new one.

Greenfield Chamber of Commerce – April and Renee met with Retta Livengood to discuss Cumberland joining the Greenfield Chamber.

Misc. – Town received notice that Hancock County’s Hazard Mitigation Plan has been approved. The lights are up and working! April attended the HEDC meeting. April received word that Rural King will be going into the old Marsh building at Washington and German Church.

The notice to the owners of **12120 Beckley** has been returned as unclaimed. Chief Crooke is helping to try and find an alternative address. If another valid address is not found notice will need to be published.

The **Buck Creek Trail** let on December 14, 2016. The low bid was \$2,970,000.00. This was significantly over the engineer’s estimate. We are trying to find out why the estimate was so far off. The award is going through INDOT’s contract administration process.

Christine and Steve received the report from Wessler on a potential gravity sanitary sewer line for the Mt. Comfort Road corridor.

TPMA has submitted a second draft of the **Mt. Comfort Study**. This has been provided to the steering committee and comments are due back in early January.

Executive Assistant/Coordinator of Special Projects

Renee has started working on the new website. She sat down with all department heads, April and Erica to find some sites we liked and things we wanted to make sure the sight had.

Renee received a quote from Pristine Electric and with Aprils approval had the lights installed out front of town hall. Renee put Broadview on a month to month contract as we are looking for a new more reliable phone service. Renee worked with Benny’s Lock and John Mollencupp to get all the locks changed at the CWW plant. Renee placed another shirt order. Renee has started planning things for a great a fabulous 2017.

Streets

2016 road projects were completed on time, and the punch list is now complete. Ben issued his 24th right of way permit this year. He is preparing a list of roads to be bid out for work in 2017. Ben is meeting with firms about a GIS based work order system.

The Department has continued patching. We plan on patching Buck Creek Road next.

Parks

The department removed graffiti from National Road Park on the new signs.

Ben met with Browning Day, the PAC, and Council representatives to from a steering committee and prepare contract details for the Parks Master Plan. Ben is building a trail asset management program to streamline trail maintenance and protect trail infrastructure

The Department will be starting swing repairs next week.

Other

The Town’s composting facility was inspected the Indiana Department of Environmental Management and passed with no notes.

Ben is preparing the annual composting facility intake report for IDEM. He is working with the utilities to get annual reporting info put together for the MS4 annual report.

- Chris Etherton, Commander – The police department is working on reports and will have them at next mtg.
- Christine Owens – Buck Creek Trail Update, under review and should receive our invoice any day now for 20% of our portion. Item that came in high was the culverts... as we get a schedule, Christine will update the council.
Council President Pea would like to work with Ben to make sure trees aren’t damage or removed. Christine will notify inspector and Butler Fairman know about tree concerns. Steve suggested that President Pea keep in contact with the surveyor. Reynold asked for communication on the trail since there is council and community concern.

OLD BUSINESS

Consideration of Ordinance 2016-29, Amending Town Code Chapter 96: Weeds Ordinance – Christine Owens, Dir. of Planning, Introduced at last meeting. This consideration is to make ordinances more efficient.

Motion and Second to approve Consideration of Ordinance 2016-29
By Siefker and Reynold. **APPROVED 3-0**

Dan Taylor, Town Attorney - Suggested to change the last section Removal by Town on page 2 since Item C is unclear.

Motion and Second to add suggested changes by Dan Taylor and have Christine Owens make those changes.
By Siefker and Reynold. **APPROVED 3-0**

NEW BUSINESS

Consideration of Resolution 2017-1, Fisher, Bonuses for 2016

Motion and second to approve with a one-time stipend, in amount of \$500 for Town Manager, Chief of Police, and Clerk-Treasurer based on 2016 performance.

By Siefker and Pea. **APPROVED 2-0**

1 Abstention - Reynold

Consideration of Flying Toasters Contract, Renee Garard, Special Events Coordinator - This consideration is to have the Flying Toasters return to perform at Weihnachtsmarkt 2017. They have been scheduled to perform at on Saturday, Dec. 2, 2017.

Motion and Second by to approve the contract for the Flying Toasters and give Town Manager permission to sign contract.

By Siefker and Reynold. **APPROVED 3-0**

Consideration of 2016 Road Projects Letter of Substantial Completion, Ben Lipps, Streets Superintendent – The Road Project has been completed and we are asking council to consider the approval of the certificate of completion.

The road Projects and initial inspections are complete. The projects came in under budget, even with extra projects added.

Motion and Second to approve the letter of completion for the 2016 Road Projects Letter of Substantial Completion.

By Siefker and Reynold. **APPROVED 3-0**

COUNCILOR COMMENTS

Siefker asked Ben is the construction has been done by same contractor and we appreciate the good work.

Siefker will mention the Flying Toasters on his Facebook page about the upcoming event.

Mark Reynold thanked the town staff for 2016 since it was a challenging year. He believes the town staff is headed in the right direction.

Council President Pea also thanked the town staff and that we have a good team and looking forward to 2017. She thanked Joe Siefker for being the Town Council President for 2016. She also thanked Siefker for having confidence in her to be the Town Council President for 2017.

ADJOURNMENT

The Town of Cumberland acknowledges its responsibility to comply with the Americans with Disabilities Act of 1990. In order to assist individuals with disabilities who require special services (i.e. sign interpretive services, alternative audio/visual devices, and amanuenses) for participation in or access to Town sponsored public programs, services, and/or meetings, the Town requests that individuals make requests for these services at least forty-eight (48) hours ahead of the scheduled program, service, and/or meeting. To make arrangements please contact Christine Owens, Director of Planning & Development at (317) 894-6202 or planner@town-cumberland.com.

APPROVED