

CUMBERLAND TOWN COUNCIL

February 1, 2017

Minutes

The meeting was **CALLED TO ORDER** and the **PLEDGE OF ALLEGIANCE** was led by President Anna Pea.

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

CONSENT AGENDA

Claims Register

Jan. 4, 2017 - Minutes

Erica Salmon, Claims Register – Three purchase orders are included on the claims register from 2016 that will be encumbered and paid tomorrow if approved. \$6,000 for website design paid to Revise. This contract was already approved by council. \$25,000 for the engineering for street improvements from last year that council approved. \$2,796 for the barricades that were used for Weihnachtsmarkt.

Motion and Second to Approve the Consent Agenda including the 2016 expenses that were encumbered.

By Gritter and Bell. **APPROVED 5 - 0**

CITIZENS COMMENTS (Maximum 5 minutes)

none

STAFF REPORTS

Michael Crook, Police Chief – The police department has been hit with illness throughout the department. Meeting with Hancock County Prosecutor coming up this month. Chief attended the swearing in of Greenfield Police Chief Jeff Rasche. Work continues on the heroin task force. The police department was able to make an arrest in January related to a prostitution ring that was going on in Eastway Court apartments. On March 6th, the police department will be hosting the Local Chief's Breakfast.

April Fisher, Town Manager –

Buck Creek Trail – April, Christine, and Ben met with BF&S to discuss expectations for future projects. The meeting went well and an additional follow-up meeting is scheduled. Anna Pea was included in meetings this week.

Departmental Goals for 2017 – Staff met to discuss departmental goals for 2017. A list will be compiled to present and discuss with Council.

Town Council comments - Anna Pea was invited and attended the staff meeting. April asked town council how they want to proceed. Reynold mentioned that the council is supportive. The council suggested when they receive the list, they will review and discuss at the following meeting. April will send out list at the end of next week.

HEDC – April and Council President Pea attended the HEDC Annual Meeting. April was officially appointed to the executive committee. A Skip Kuker scholarship has been set up. If you would like to make a donation please ask April how and she will get information. The Town of Cumberland also donated towards this scholarship. She also attended her first executive committee meeting earlier in the month.

HCCF – HCCF announced its 1st Celebrating Communities Grant opportunity in January. April attended to represent Cumberland. HCCF is kicking the year off with one \$25,000 grant. Instead of competing the Hancock County community, they have decided to do a joint application including all communities along the trail. The intent is to fund a plan to connect the trail system of all the communities throughout Hancock County.

Mount Comfort Corridor – The economic impact study is finished. The steering committee met January 24th to discuss the results and next steps. We are having a presentation for all communities involved. It will be held at the Buck Creek Fire Department on March 8th at 6:00pm. NineStar will be catering a dinner. Watch for future announcements.

Misc. – April met with Dave Bego with EMS to discuss his continued desire for an interchange at I-70 and German Church. She let him know that Cumberland does not have any official position on the matter. He will be meeting with the new governor to ask for support. April and Erica met with Susie Ripley with OCRA to discuss Cumberland's thoughts on OCRA programs and how we do not qualify for many of the programs. April attended the EBA 2017 Kickoff meeting. They announced Collaborate 317, which is sort of like an entrepreneur incubator. April researched applicable law regarding parking on state highways. April spoke with Heather Presley-Cowen with HPG Network. HPG Network specializes in the use of CDBG and HOME Funds. Ms. Presley-Cowen is going to research to see if there is any creative way to use these funds in Cumberland.

Development and Planning Department

Chief Crooke helped locate the owners of **12120 Beckley**, unfortunately the only address we have is the same as the property record that was unclaimed. The amended order and public notice were sent certified mail and first class mail on January 24th. Public notice will run two times prior to February 15th in accordance with the public notice statutes for unsafe buildings. A hearing is scheduled on the order for February 15th.

The **Plan Commission** considered and update to the Town's telecommunications and wireless facilities ordinance that address both large towers and facilities as well as small cell facilities locating in the right-of-way at their January 25, 2016 meeting. This will be coming to the Town Council in February.

The **Healthy Town Committee** will be meeting February 7th. The mapping has been completed and the Committee will focus on identifying focus areas.

The first draft of the **Subdivision Control Ordinance** was received on January 26th. The Plan Commission will meet in either February or March to begin reviewing it.

Projects/Events

Renee and April had a kick off meeting with Revize to start the new town website.

Renee has continued to work on the new phone system and will present to the council tonight.

Renee has started seeking sponsors to help fund Town Events.

Renee sat down with Barb to discuss Farmers Market 2017 and scheduled the kick off meeting for March 16th with vendors.

Renee and April sat down and discussed Park rentals and Town Hall rentals and how to handle deposits. They will meet with Town Attorney on this discussion.

Ben and his crew helped Renee clear out the Santa house.

Streets Department

So far we have issued 5 street cut permits in 2017.

Ben is finalizing the road project list for spring road work.

Ben is meeting with firms about a GIS based work order systems & adding the asset management programs to the GIS.

The Department has continued patching.

Ben received the LOA for the parks master plan and is sending it out to the steering committee for review.

Ben is continuing to build trail asset management program to streamline trail maintenance and protect trail infrastructure.

GEM Sanitary

Steve is working with Amos Exteriors to complete the hail damage repairs at the South Plant.

Carl reported that the North Plant, South Plant, and all lift station are operating without incident. New employee Michael Irving Jr. started his training. Through December 2016, there are 185 new connections to the GEM Sewer Utility. Steve submitted a letter to the Indiana Department of Environmental Management replacing Pete Corsaro (United Water) as operator-in-charge and replacing him with Nick Dezelan (Astbury Water Technologies). Steve received the final NPDES Permit for Cumberland. Its effective date April 1.

Storm Water

Jason has received and is investigating drainage complaints in Glen Oaks Village. Steve has been elected president of the new statewide organization – Indiana MS4 Partnership – for a two-year term. Jason has located 25 storm water collection systems per IUPPS locates requests. He monitored 8 homes under construction in Cumberland Falls and 4 homes in Autumn Woods.

OLD BUSINESS

Update on Board and Commission Appointments to be continued to Town Council meeting on Feb. 15th.

NEW BUSINESS

Consideration of 2017 Streetscape Maintenance Contract, Ben Lipps, Superintendent of Streets – This consideration is for the 2017 maintenance contract with Streetscape. The price will remain \$24,625.00 annually and recommendation is that it not exceed \$24,625.00. Anna commented that the area in front of Subway be replace/redone/replanted. Mark requested to see proposal on projects. Joe asked about Streetscape contract. Ben commented that planting has a 1-year warranty.

Motion and Second to approve the 2017 Streetscape Maintenance Contract
By Mark and Ritter. **APPROVED 5 - 0**

Consideration of quote for Replacement Light Pole, Ben Lipps, Superintendent of Streets – Need to replace light and pole on south east exterior. Recommend that Signal Construction to do the work, with cost of \$8900.00.

Motion and Second to approve quote of replacement of Light Pole on the town parking lot with Signal Construction Company for \$8900.00.
By Gritter and Siefker. **APPROVED 5 – 0**

Consideration of Truck Repair/Replacement Options, Ben Lipps, Superintendent of Streets – Quote for refurbishing truck would be \$7489.00. There are other issues with suspension on truck. We also received 2 quotes for replacement and provided council with information. If replacement of truck, then option would be to auction the replaced truck. Recommendation would be to replace the 2010 F-350 truck, but leaving decision to town council's discretion to either repair or replace.

Motion and Second to do engine Repair on 2010 Ford 350 Truck.
By Siefker and Gritter. **APPROVED 5 – 0**

Consideration of Invoice for Construction of Buck Creek Trail, Christine Owens, Director of Planning & Development – The Invoice being presented is our 20% of the bill for construction of Buck Creek Trail. Asking for permission to pay to INDOT for the Town’s portion of 20% of the Buck Creek Trail construction in amount of \$594,000.00.

Motion and Second to approve to pay Invoice to INDOT for Construction of Buck Creek Trail in amount of \$594,000.00.

By Bell and Reynold. **APPROVED 5 – 0**

Consideration of Purchase of New Phone System, Renee Gerard, Executive Assistant – Received quotes for new phone system. Recommending to purchase new phone system with Priority Communication. They are providing a local service and can be available when needed. The police department contract will be a one-time cost of \$15,891.50, with phone equipment being upgraded every 2 years. The town side cost will be \$12, 644.99. This system will have an auto-attendant and will reroute calls to correct person and will roll over to cell phones and will also include Push-to-Record feature. Phone numbers will remain the same and transferring will be available between PD and Town side. The 1st year service is included with a service charge of \$800 & 900 for service after the first year.

Motion and Second to approve Purchase of Priority Communication Contract, Removal of portable handsets on PD contract, and to give April permission to execute contract.

By Bell and Gritter. **APPROVED 5 – 0**

COUNSELOR COMMENTS

(none)

FUTURE AGENDA ITEMS

- Public Hearing for Establishment of Capital Cumulative Fund
- Presentation of staff goals and priorities for 2017
- Consideration of Ordinance 2017-01, Telecommunications Facilities Ordinance
- Hearing on 12120 Beckley
- Update on Board Commission Appointments
- Annual Financial Report

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.