

CUMBERLAND TOWN COUNCIL

April 19, 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, Chris Etherton, Steve Yagelski, Christine Owens, Ben Lipps, Renee Garard, and Attorney Dan Taylor. Minutes were taken by Deputy Clerk-Treasurer, Jill Hendley.

CONSENT AGENDA

Claims Registers
April 5th Minutes

Motion and Second to Approve the Consent Agenda.

By. **APPROVED 5 - 0**

CITIZENS COMMENTS (Maximum 5 minutes)

none

STAFF REPORTS

Chris Etherton, CPD Commander –

State Bill 231 passed unanimously 94-0. Also Chief did a presentation for the House Bill. Chief went to New Orleans to work on the Body Worn Camera Grant. Re-examining their committee meetings and redoing their policies on them. Conflict Resolution training will be held on the May 17th and all employees are welcome to attend. The PD is planning a Youth Camp for June 17th. Also planning National Night Out (NNO).

April Fisher, Town Manager -

- **Buck Creek Trail** – Council President Pea, Erica, and other staff, along with Commander Etherton all attended the public meeting regarding the trail. The meeting went very well. April discussed concerns and the concerns were addressed.
- **HCCF** – April and Christine attended another County Commissioners meeting with the other communities involved with the grant. The commissioners voted to support the effort to update the county-wide trail plan. The MVSC sign project is progressing and the signs should be in on April 20th. HCCF has also announced an additional grant opportunity for 2017, the Big Impact Grant for \$25,000. Staff is currently putting together to submit for a mural on the trail, in the space where it goes under US40, however, we are still looking for a partner.
- **German Church** – St. John has extended the deadline to May 4th. April, Renee, and Christine met with Mark Dollase with Indiana Landmarks. Indiana Landmarks will host a crowd funding campaign and we are contracting with Jen Thomas to do the marketing. Indiana Landmarks is funding \$25,000. Staff has been contacting donors and has \$9,000-14,000 in pledged donations. The funding campaign is expected to be live on April 20th. If all goes planned, we will need to raise about \$30-40,000. The deadline is May 4th, and staff will work on donations until then.
- **Mount Comfort Corridor** –The Hancock County RDC has started a steering committee to address the issues there. There is going to be a campaign to market it and NineStar is leading that. April and Christine are attending meetings with McCordsville, and New Palestine to design standards they can all agree on for the corridor.
- **HCI** – We are a finalist community and will have a site visit April 24th. Staff and the HCI Team are prepping for the visit.

- **Misc.** – April attended the HEDC Executive Committee meeting. April had a phone conversation with State Senator Crider regarding Cumberland’s concerns with HB 1002, the road funding bill. April also reached out to all of our House representatives via email to make it clear we are in favor of the House’s version of the bill. Katelynn won the office March Madness tournament. She won bragging rights and 3 jeans passes.

From the desk of the Director of Planning and Development

- Wessler has inspected the streets in Autumn Woods Section 2 and is recommending the improvements be accepted by the Town. Additionally, Arbor Homes is requesting the performance bonds for the roads be released and they will post the required maintenance bonds.
- The Plan Commission will not meet in April.
- The Redevelopment Commission will meet next on May 23, 2017.
- Ben, Christine, and Steve met with GRW and CrossRoads to continue working through the first draft of the Subdivision Control Ordinance.
- Christine and Renee are working on the application for OCRA’s Quick Impact Place-based grant for Wayburn Place that is due April 21st. The grant is for \$5,000 and requires a match of \$2,500.

From the desk of the Executive Assistant/ Coordinator of Special Projects

- Renee is happy to report the phones have been installed. Renee did a great job.
- Renee has been working with Revize and the website.
- Renee got Technology recyclers to come pick up items police had surplus at the beginning of the year
- Renee set up pre-meeting for the HCI grant site visit
- Renee has been working on the Wayburn Plaza, Blues, Beer and BBQ event.

From the desk of Superintendent of Streets and Parks

- Staff is patching all over Town.
- Ben is meeting with engineering firms to discuss 2017 road projects, grant opportunities, and asset management improvements
- Ben is working on updating road construction standards.
- The Streets department is continuing daily cleanup of the parks.
- Ben is in the process of talking to Meijer about trimming trees inside of their fenced in retention pond that overhang the trail.
- The parks advisory council held a town cleanup day on the April 8th. They managed to collect close to 700 gallons of trash in three hours

From the desk of the Director of Utilities Storm Water –

- Steve has received and is investigating the following drainage complaint(s); 12040 Kemp Circle.
- This spring’s annual Hancock County Solid Waste Management District Collection Event is Saturday, April 29, from 9:00 am to 2:00 pm. Hazardous waste, electronics, document services, tires, and latex paint will be collected for disposal.
- Steve and Mike Ellis of Wessler Engineering have been performing the following activities; Monitored 12 homes under construction in Cumberland Falls; Monitored 3 homes under construction in Autumn Woods; Issued a Notice of Violation to Cumberland Falls; Reviewed our educational outreach procedure and updated a pamphlet for inclusion with all building permits.

NEW BUSINESS

Parks Advisory Council Annual Report, Ben Lipps, Superintendent of Streets –

The Parks Advisory Council presented the annual report and went over details. They took a tour of parks to see what needs to be updated and repaired. They interviewed several residents to be able to come up with solutions. The PAC is recommending that we continue maintenance related work in the parks and small projects that have already started. They do not recommend spending a lot of money on capital expenditures and that we should wait until parks master plan is completed and implemented. The PAC recommended items long term and they may be

addressed in the Parks Master Plan. The PAC gained 2 members. **Still deliberating on repair or removal of ball diamond and open for discussion.** They addressed the portable toilets and they have concerns of removing them from the parks.

Consensus on the portable toilets--

Discussion of Lions Park Baseball diamond dugout, Repair or Removal
(after discussion of removing roof from dug out, motion was amended to remove the dugout)

Motion **amended** and Second by President Pea to **remove dug out from the ball diamond** at Lions Park.
By Siefker and Gritter. **APPROVED 4 – 0**

Autumn Woods Sec. 2 Roads Acceptance, Ben Lipps, Superintendent of Streets – Packets were distributed to Council. The roads in Section 2 were completed per requirements of the Town. Roads were constructed to INDOT construction standards with the exception of the radii. The radii were constructed to ASHTO standards for local roads. This is a recommendation to accept the roads infrastructure and to release the performance bond and go to the maintenance bond.

Motion and Second by President Pea to accept Infrastructure of Autumn Woods Sec. 2 and to
Release the Performance Bond
By Gritter and Siefker. **APPROVED 5 – 0**

Consideration of 2017 Town Insurance Policy, Don Brown, H.J. Spier – Provided summary of the current insurance coverage. Went over all of the coverages and details. Recommended itemizing equipment that is valued over \$5000. Cyber Liability is being added to the existing policy.

Motion and Second by President Pea to approve the 2017 Selective Insurance Policy Premium \$172,987.00,
Workers Compensation \$31,730.00 and Cyber Liability Premium \$6099.00
By Gritter and Bell. **APPROVED 5 – 0**

Consideration of Resolution 2017-03, Support of Application for OCRA QUIP Grant, Christine Owens, Dir. of Plan. & Dev. – This a Resolution supporting town application for the QUIP Impact Placebased Grant. Pop-up events have been planned for this summer at Wayburn and Washington Street transforming the area into a place with public art, temporary pedestrian and bicycle facilities, entertainment and food. OCRA dollars to go toward tables, chairs, and jumbo size games for event. The QUIP requires the Town to provide a 1:0.5 match (\$2500). The first event Blues, Beer & BBQ will be held on June 3, 2017.

Motion and Second by President Pea to approve Resolution 2017-03 Support of
Application for OCRA QUIP Impact Placebased Grant.
By Reynold and Bell. **APPROVED 5 - 0**

Consideration of Request for Donation to Buck Creek Fire Department, April Fisher, Town Manager - Buck Creek fire department is needing to update their positive pressure ventilation fans. The new fans cost \$2,900 each, and their goal is to purchase 4, totaling \$11,600.00. They are asking for donations towards purchasing new pressure ventilation fans. This is a request for the Town to donate \$1,000.00 to Buck Creek Fire Department.

Motion and Second by President Pea to approve Request for Donation of \$1,000.00 to
Buck Creek Fire Department
By Bell and Gritter. **APPROVED 5 - 0**

Consideration of Estimate to Regrade Munn Property, Renee Garard, Exec Asst/ Spec. – Received an estimate from Kindred Excavating to regrade and replace sod for festivals. The cost will be \$5700.00.

Discussion was held with town council:

Council Member Reynold has concerns of estimate only being good for 30 days and no date on proposal, with no warranty, using sod vs. grass seed. Council Member Reynold asked about keeping sod alive and soaked. He feels that we have time to seed instead of sod. He said details need to be addressed and motioned to abstain.

April expressed timeframe and agreed that there are issues and further details should have been received.

It was recommended to get a quote for seed and straw recommended by Council Vice President Siefker.

Council Member Bell would like to see 3 quotes.

Council President Pea mentioned that the company may be wanting to do too much, and do they need to do that much to the property. She agreed that the property needs service. She recommended that whoever does the work, should be present to make sure it's watered.

Council Member Bell suggested this subject to be tabled until next Town Council meeting.

Council Member Reynold asked Ben Lipps about watering concerns if sod is placed, and said a water tank would have to be included to water. Bid should state that they will water it and how much.

Renee Gerard requested a list of everything that needed to be done since she was going on past info on quote.

Council President Pea recommended more estimates.

Table Consideration of Estimate to regrade Munn Property until next meeting on May 5th.

Council Member Reynold suggested amendment that if this can be resolved before next council meeting, then Council President could approve as long as it doesn't exceed \$5000.00.

Motion and Second to authorize Town Council President to work with Town Manager to come to a solution to regrade the Munn property and not to exceed \$5000.00

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

COUNSELOR COMMENTS

(none)

FUTURE AGENDA ITEMS

Update on German Church Project

Presentation of Engineering Contract for 2017 Roads Projects

Amendment to Handbook for Holiday Pay

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.