

CUMBERLAND TOWN COUNCIL

June 7, 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, and Council Member Brian Gritter. Absent were Council Member Mark Reynold and Council Member Nicole Bell. Also Present: April Fisher, Michael Crooke, Steve Yagelski, Christine Owens, Ben Lipps, Renee Garard, and Attorney Dan Taylor. Minutes were taken by Deputy Clerk-Treasurer, Jill Hendley.

CONSENT AGENDA

Claims Register

May 3, 2017 Minutes

Motion and Second to approve the Consent Agenda

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

CITIZENS COMMENTS (Maximum 5 minutes)

none

STAFF REPORT

Michael Crooke, Chief of Police – The police department thanked the town staff for show of support and for lunches during Police Week. They are pursuing a COPS Grant which will pay 75% of an officer's salary for 3 years. The PD would have only one officer to qualify for this.

They have been pursuing a \$25,000 Grant from HC Foundation for the Mental Health First Aid. They have received a lot of support letters and they have a good chance of securing it. He is asking council to sign a Letter of Support as well.

House 1555-Involving Reserve Officers coverage for injury and loss of life. It was discussed with Darren at their Commission meeting and working on steps to work towards it.

Chief Crooke will use same Grant Administrator, Katie Molinder, using the \$2000 left over from the last grant, and asking for Council to approve.

Motion and Second to approve Chief Crooke to enter into agreement with
Katie Molinder to write the grant.

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

April Fisher, Town Manager –

HCCF – The communities made their presentation to HCCF for the grant and were notified several weeks they were selected. April and some of the other community members met and chose the finalist firm for the plan. The team chosen was BF&S/Health by Design. The Mt. Vernon signs from last year's grant have been installed.

German Church – The money has been raised and TWG is renegotiating its contract with the congregation.

HCI – We have been selected as an HCI community. The first meeting is a webinar this Friday, June 9th.

Annexation – Staff attended and testified at the annexation trial. Attorneys are to submit briefs and proposed findings by June 8th. The judge will rule sometime after that.

BBB – Staff participated in our Blues, Beer, and BBQ event this past weekend. The feedback from the event has been overwhelmingly positive.

National Police Week – Town staff made sure to honor our officers with banners, cookies, and lunch on Wednesday and Friday.

Mt Comfort Corridor – April has been attending meetings for various groups associated with determining the future of MCC. There are several committees working simultaneously on different aspects. These groups are all coordinating their efforts.

HEDC - April attended the HEDC executive committee meeting. Cumberland has joined the Greenfield Chamber of Commerce. We are looking forward to the opportunity to meet more business members in the community. The Plan Commission will meet July 26, 2017, unless business arises before that..

The Redevelopment Commission will meet next on September 26, 2017, unless there is business before that. Renee continued to work on the new website. She attended the first farmer's market of the year. Pretty good turnout considering the weather.

The town clean-up day/dumpster day was a success.

Renee has been working on options to fix or replace the large screen TV.

Streets Report

The Streets department has bid out ADA sidewalk repairs.

Ben has been trained on thermoplastics and will be testing thermoplastic road markings this summer.

The Streets Department staff has been trimming line of sight issues around town.

Ben has received quotes to remove dead trees around town.

The Streets Department staff will be setting up traffic counters around town to pull data for grant applications.

Parks Report

Staff has started cutting paths at the Welland parcel.

Staff has mulched town playgrounds.

The fence at the Lions park ball diamond was further damaged during flooding and is falling down on the north side.

Ben and Christine started data collection for the Parks Master Plan. Ben has reached out to engineers for GIS files for base mapping.

Vandalism Report

Graffiti continues to be a problem under the US40 bridge.

Storm Water

Steve has received and is investigating the following drainage complaint; 12040 Kemp Circle, Valley Brook Farms – Sinkhole in rear yards. Anticipated costs are in the \$30,000 range.

Steve participated in the 10th Annual MS4 Conference in Indianapolis on May 15th and 16th.

In light of the increasing number of storm water system repairs as sinkholes, Steve has asked the Town's rate consultant to investigate the storm water rate Cumberland is charging to make sure it still meets our long-term goals for projects.

Steve will be participating with the Hancock County Storm Water Partnership display booth at New Palestine's annual celebration, which is on June 17 this year.

Steve and Mike Ellis (Wessler Engineering) have been monitoring 15 homes under construction in Cumberland Falls and monitoring 7 homes under construction in Autumn Woods.

GEM Sanitary –

Through April 2017, there are 197 new connections to the GEM Sewer Utility since its purchase.

GEM Water -

There have been 197 new GEM Water Utility connections since the purchase.

Renee Garard, Events Coordinator – BBB Recap –

The event was a success. Renee thanked Amy Bonham for offering her property of business for the event. Renee asked council if they would like to do more events like this. Vice President Siefker wants to do more events such as this since its family friendly and it leads to what they want to do with the town by bringing people together.

July 22nd is a potential date for next pop up event. Amy Bonham gave ideas for future events such as permits, parking, etc. Discussion was held about having a town stage and businesses sponsoring bands.

Christine Owens, Director of Planning and Dev, Buck Creek Trail Update –

There were some issues with storm water, but those have been approved now. Gave update on the trail and issues and how they being addressed. Pea made a suggestion of talking to each property owner. Christine said that the inspector had been talking them and responding to them as well. Christine mentioned that once construction starts, things may arise for discussion.

OLD BUSINESS

Consideration of Ordinance 2017-05, Amendment of Purchasing Rules, Dan Taylor, Town Attorney –

This ordinance amends purchasing rules and clarifies who the purchasing agents are. The purpose of this amendment is in addition to supplies, this applies to goods and services as well. And who the purchasing agents are and is customized to our situations.

Motion and Second to approve Ordinance 2017-05, Amendment of Purchasing Rules

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

Consideration of Ordinance 2017-06, Amendment of Town Facility Use Policy, Dan Taylor, Town Attorney –

This ordinance is to amend the Town Facilities Use Policy and the Rules and Fees.

Motion and Second to approve Ordinance 2017-06, Amendment of

Town Facility Use Policy

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

Consideration of Ordinance 2017-07, Amendment of Employee Handbook Regarding Holiday Pay, Dan Taylor, Town Attorney

Motion and Second to Table until next council meeting

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

Consideration of Ordinance 2017-08, Establishing Underground/Buried Utilities District, Dan Taylor, Town Attorney – This ordinance follows up on the resolution that was started. The purpose of this ordinance is to establish underground buried utilities.

Motion and Second to approve Ordinance 2017-08, Establishing

Underground/Buried Utilities District

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

Consideration of Ordinance 2017-09, Amendment of Town Facility Use Fee Schedule, Dan Taylor, Town Attorney – This amendment makes minor changes to Facility Fees.

Motion and Second to approve Ordinance 2017-09, Amendment of

Town Facility Use Fee Schedule

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

NEW BUSINESS

Introduction of Ordinance 2017-10, Transfer of Monies in Fire Fund, Dan Taylor, Town Attorney – This is an ordinance of the Town of Cumberland authorizing the transfer of monies in Fire Fund to General Fund. This is to clarify the Fire Fund to be dormant. State Board of accounts states that you can't transfer money from fund to fund unless a fund is claimed dormant first.

Presentation of Wellness Plan, Jill Hendley, Deputy Clerk Treasurer – Handouts and Summary of the Wellness Plan were distributed to the council. A brochure that will be distributed to employees was provided. The wellness committee has developed a draft Calendar of Events for the next 12 months. Possible events include a kickoff event for employees and spouses, quarterly healthy lunches with guest speakers, weekly walks on the trail that will be open to businesses, citizens and employees, and employee quarterly fitness challenges. We are currently working towards our designation with Hancock County. We plan to have a kickoff for employees and spouses to introduce the Wellness Plan, sign up for the fitness center and we will invite our health representatives to be present to meet employees and spouses to answer questions. Some other activities include trail walks, fitbit challenges, guest speakers and healthy pitch-ins. The Wellness Committee's recommendation is for Town Council to approve a wellness budget for the remainder of 2017 for \$6,500 (12 months budget \$13,000). Erica gave information that sufficient balances and appropriations are available in the Self Insurance Fund to cover these costs.

Motion and Second to approve the Wellness Plan
By Gritter and Siefker. **APPROVED 3 – 0**

Consideration of Estimate for Glen Oaks Trail Connection, Ben Lipps, Superintendent. of Streets – Original intent was to connect trail from Lions Park. Cost is \$29,825.10 which includes mobilization for locates and surveying, etc. It would also include removing fencing piping and installing reinforced stop sign. Asking permission of council to consider for him or Town Manager permission to enter agreement with Calumet Civil Contractors not to exceed \$29,825.10.

Motion and allow Town Manager to enter agreement with Calumet Civil Contractors
not to exceed \$29,825.10.
By Siefker and Gritter. **APPROVED 3 - 0**

Consideration of 2017 IT Services Contract, April Fisher, Town Manager – This is the same contract as last year. The total is \$36,000 maximum for contract, which is \$100 per hour for services based on prior use of services. If contract exceeds monthly maximum, they are required to seek permission.

Motion and Second to approve the 2017 IT Services Contract
By Gritter and Siefker. **APPROVED 3 - 0**

2018 Budget Calendar Presentation, April Fisher, Town Manager – April gave run down of the budget. Jill and Erica are attending the State Board of Accounts training and conference next wk. Due to fall break, everything will be moved up a week.

COUNSELOR COMMENTS

Siefker – Roads Contracts update – Ben just got them back and hopefully will have something for next meeting since we are close to June date. Siefker also mentioned that his daughter noticed that the banners had no commas between the words.

April reminded that July 5th meeting will take place a day after the holiday.

FUTURE AGENDA ITEMS

2017 Sidewalk Projects

Additional Appropriations

Adoption of Hancock County Comprehensive Emergency Management Plan

Roads Update

Consideration of Ordinance 2017-07, Amendment of Employee Handbook Regarding 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.