

## CUMBERLAND TOWN COUNCIL

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

### **CONSENT AGENDA**

Claims Register

Minutes July 5, 2017

Motion and Second to approve the Consent Agenda  
By Siefker and Bell. **APPROVED 3 - 0**

### **CITIZENS COMMENTS (Maximum 5 minutes)**

(none)

### **STAFF REPORT**

Sugar Creek Fire Department – They have had about 780 runs so far this year. They have hired a 3<sup>rd</sup> paramedic which will help them out. Everything else is going well.

Michael Crooke, Police Department –

National Night Out will be held on August 1<sup>st</sup> from 5-9pm. On August 5<sup>th</sup>, at Warren Central High School the Colts NFL football team will practice and everyone is invited. Movement by IMPD Chiefs to figure out a way to get a regional task force together to deal with bigger thefts. Chief Crooke has made it clear to them that the Cumberland Police Dept can't commit a fulltime to this, but they will help and assist.

April Fisher, Town Manager –

**HCCF** – The Communities are working with BF&S on the scope of work.

**German Church** – April and Christine met with TWG and representatives with Indianapolis to discuss 2018 local participation requirements for the housing tax credit application.

**HCI** – The next meeting is scheduled for August 15th. The team is currently discussing when to have regular meetings.

**Annexation** – Good news, no appeal was filed!

**Mt Comfort Corridor** – April and Christine attended the Mt Vernon School Corporation CTS meeting as well as the latest land use meeting. At the land use meeting Tom Klein from Avon spoke about their experience with the development of the Ronald Reagan Parkway. April also attended the County RDC meeting.

**BBB** – The latest Blues Beer and Blues event was a success. We received a lot of positive feedback. The last of the summer concert series is scheduled for August 26<sup>th</sup>. Renee secured the Biscuit Miller and the Mix.

**District 4 Caucus** – Town Staff was contacted by the Marion County Election Board about population for that district.

**Misc.** – Steve, April, and Renee have been working on securing appraisers for Gem. Staff has been working on their evaluations.

## **Planning and Development**

**Buck Creek Trail** work continues on Buck Creek Road and CR 100 N. Rain over the last couple weeks has slowed work some. The contractor is hoping to move south of CR 100 N around the middle of July. We've received a couple calls about drainage with the heavy rain. Christine has asked inlets be checked to ensure the coconut skin (erosion control method used to protect sediment from getting into the storm drains) is slowing down the flow. Progress meetings are now being held every other week.

**Building permits** are trending up. In May, we issued 7 permits and with 5 of those being new single family homes. In June, we issued 8 permits with 4 being new single family homes. So far in July we have issued 12 permits with 8 being single family homes. We have 4 new single family in review right now that will likely be issued by end of the month. At this time last year we had issued 36 permits compared to the 42 so far this year. Arbor Homes is building in Section 2 and getting ready to start installing infrastructure for Section 3. The Plan Commission will meet July 26, 2017, unless business arises before that. The Redevelopment Commission will meet next on September 26, 2017.

## **Executive Assistant/ Coordinator of Special Projects**

Renee is working on the Blues, Beer & BBQ events. Renee started working on cleaning up the front lobby, by repainting lobby and update a few things such as shelves. She has been coordinating HCI meetings. Renee is in the process of sending back the old phones to Broadview.

## **Superintendent of Streets and Parks and Streets**

Ben Completed and submitted 8 applications to the INDOT community crossings matching grant program that included 23 projects totaling just under 1.3 million dollars. Ben and BF&S have been working on Streets GIS updates and PASER Updates.

The Streets department has bid out ADA sidewalk repairs. All quotes have come back except for one neighborhood.

Ben has been working with Dude Solutions to build a Mobile 311 map based work order system app that will also connect with the towns website and app.

Sidewalk replacement has been started on US40. Ben is working on updating road construction standards. Staff is patching again in preparation for crack sealing.

## **Parks Report**

The Streets department is continuing daily cleanup of the parks.

Staff is catching up Park's maintenance this week after falling slightly behind last week due to rain.

Ben is working with other staff on Buck creek trail oversight.

## **Public Works**

Staff is continuing weekly Mosquito treating

The Town's Bobcat is having its tires replaced.

## **Director of Utilities**

Katelynn distributed brochures and coloring books to attendees of the 2nd Blues, Beer, and BBQ event on Saturday, July 15.

Katelynn will be attending a hands-on storm water inspector seminar in Franklin on Aug. 10-11. She has been filling in with the Storm Water position and has been doing a great job.

The sinkhole at 309 Hopkins Road has been repaired.

Steve has received and is investigating the following drainage complaints; 7307 Derbyshire, 7633 Brownstone Ct., and 1153 Cobblestone Way.

Steve and Mike Ellis (Wessler Engineering) have been performing the following activities:

- Monitored 19 homes under construction in Cumberland Falls;
- Monitored 20 homes under construction in Autumn Woods.
- Monitored 1 home under construction in Valley Brook Village

**PUBLIC HEARING (open)**  
**PUBLIC HEARING (closed)**

Consideration of Ordinance 2017-11, Appropriating Addition Funds, Erica Salmon, Clerk Treasurer – This ordinance is to appropriate addition funds. The largest appropriation is for the Trails which is \$309,000. This ordinance will also appropriate match for local grants at \$330,000, and smaller items such as new shelving units in the Clerk Treasurer’s area and the Parks Master Plan.

Motion and Second to approve Ordinance 2017-11  
By Siefker and Bell. **APPROVED 3 - 0**

**OLD BUSINESS**

Consideration of Ordinance 2017-07, Amendment of Employee Handbook Regarding Holiday Pay, April Fisher, Town Manager – Section 6.04 of the Employee Handbook should be amended in order to comply with the policies of the Town that provide incentives for police officers and utility employees who work on holidays. Traditionally the town utility employees work holidays, and the rest of town staff traditionally gets a flex day. The salaried employees would remain the same as old handbook. This year, the police officers receive 13 holidays, and 8 days that are double time at the beginning of the year. If an officer worked on one of these calendar holidays, they received double time for first 8 hours and rest of the hours (last 4 hours) were regular. The only change is that the entire shift would be paid double time.

**Tabled until next meeting on August 16, 2017.**

**NEW BUSINESS**

- Resolution of 2017-11, Appointment of Appraisers for Potential Sale of Gem Utilities, Steve Yagelski, Director of Utilities – Memos were distributed to town council members. They contacted 6 different appraisal firms and 11 different engineering firms and received very few responses. Three appraisers are required to agree on one appraisal. They are still searching for appraisers, so far have 2 engineering firms. Common Wealth had declined. The price will be between \$30-40,000. Wessler’s formal quote is \$16,000, and GRW’s quote is \$25,000. Schreiner will give a quote tomorrow. April commented that we will find the best price of the three firms.
- Discussion of GAP Building Repairs and Expenditures, Renee Garard, Special Projects – Staff is going thru contractor quotes and deciding what to do to repair the GAP building. Siefker offered to step in and help Renee out and see about getting quotes for electrical, insulation decision, drywall, etc., at or below original thoughts of costs. Pea suggested that heat, window and electrical is needed before Weihnachtsmarkt Festival. Siefker recommended setting up a time with staff and Siefker to meet and decide what repairs will be done to the GAP building.
- Sidewalk Repairs, Ben Lipps, Streets Superintendent – 2017 ADA Sidewalk Repairs – The budget is \$25,000 for sidewalk repairs. We received 3 agreements that included Precision Concrete. Their bid is \$17488.63. Recommend that council consider executing the agreements with Precision Concrete and not to exceed \$17,488.63.

Motion and Second to approve the 2017 ADA Sidewalk Repairs, not to exceed \$17,488.63.  
By Bell and Siefker. **APPROVED 3 – 0**

- Christine Owens, Director of Development and Planning, Signing of HHC Drainage Board Petition – For Buck Creek Trail, a lot of it is going through flood plains. This is a formal petition for the Drainage Board approval for the alignment thru the regulated drain improvement. We need permission for April or Christine to sign it and submit to Drainage Board. They are hoping to get down in that area and will be ready to start next week.

Motion and Second to give April Fisher or Christine Owens permission to sign the Hancock County Drainage Board Petition.

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

### **COUNSELOR COMMENTS**

Pea thanked Renee for her work with the last BBB event. She said it was really cool and she heard a lot of comments.

Bell made complaint of a resident who has a rooster and house may be abandoned, and that the grass is tall. On Monroe there are tents up but not yard sale signs. Bell also informed that last Sunday, that there are charity rides being put together, for husband and wife that have been struck with cancer. They have 3 children under age of 10. Details will be given to Renee so that she can post information to staff. Renee will get information to send out to staff for private donations.

### **FUTURE AGENDA ITEMS**

Holiday Pay

Salary Ordinance

2017 Sidewalk Projects

Appointment of CAGTM Emergency Liaison

Honors Park Time Capsule Proclamation

Body Worn Cameras

Introduction of Ordinance - GEM Utilities Inspection fees

### **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](mailto:planner@town-cumberland.com).*