

## CUMBERLAND TOWN COUNCIL

August 16, 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 Aaron Cutshaw, and Council Member Nicole Bell. 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  
July 19, 2017 Minutes  
August 2, 2017 Minutes

Motion and Second to approve the Consent Agenda  
By Bell and Siefker. **APPROVED 4 - 0**

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

(none)

### **PROCLAMATION**

Annual Recognition of Time Capsule

### **STAFF REPORT**

Sugar Creek Fire Dept –  
Smoke Detector Blitz will be held on August 25<sup>th</sup>. The fire department will be doing walk-throughs in mobile homes and they will offer free smoke detectors for the mobile homes from 9am-5pm. The Sugar Creek Annual Open House will be held on September 30<sup>th</sup>.

Michael Crooke, Chief –

The PD is still working on getting better pricing for radios and body worn cameras. Due to discontinuing wagon services, it will have an impact on our police department. The Grant for HC Community Foundation was submitted today. The Reserve staff put in 2855 hours last year. Brent Brown received a commendation for putting in 606 1/2 hours last year and he also received his 5-year pin. John Vahle also received a commendation. Crooke also presented a certificate to Renee Gerard for participating and narrating in the Nine Star historical program.

April Fisher, Town Manager –

**German Church** – TWG and Indiana Landmarks have settled on terms for their agreement and everything is set to move forward. We will be sending our agreed upon donation to Indiana Landmarks soon. April has also been speaking with TWG and the City to figure out how to make up points for the 2018 application. A limited abatement is being discussed.

**HCCF** – The Communities are working with BF&S on the scope of work. The next meeting is set for August 15<sup>th</sup>.

**Annexation** – We have received the certified order and Christine has begun to record it.

**Mt Comfort Corridor** – April and Christine attended the land use meeting. They mostly prepared for a presentation for the Government Relations Committee. The next step is deciding what particular areas to focus on.

April also attended the County RDC meeting. Much of the talk focused on funding for improvements to Mt. Comfort Road. April thanked Christine for doing a great job in representing the town.

**Budget** – April and Erica have been working on the budget and it has been going smoothly. April has been examining 2017 spending to try to make sure the 2018 budget is as accurate as possible.

### **Director of Planning and Development**

**Buck Creek Trail** - The contractor has also started working on the section at E. Washington and Buck Creek Road for access from the south.

**Healthy Town Committee** met on August 10, 2017. They reviewed a draft report prepared based on their findings. Once it's refined to reflect their changes it will be sent to the Town Council.

Dan Taylor has informed Christine and Ben that the Town will need to have a Sidewalk and Trail maintenance policy as it relates to snow and ice. Christine and Dan are working with Dan to develop a process. The Town may need purchase equipment to do this.

**Redevelopment Commission** will meet next on September 26, 2017.

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

Renee got the front lobby and council chambers painted. Renee continues to work on Cumberland Arts Goes to Market, the final BBB event, Halloween event, and Weinachtsmart, and she is helping the the Monster Dash.

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

Ben has started training on and selecting features for the Mobile 311 work order App. Ben and BF&S have continued working on Streets GIS. Ben has submitted the ADA sidewalk repairs applications. The work is scheduled for September. Staff is continuing patching.

Ben is working on a tangible capital asset ledger for all parks and trails and working with BF&S to get them all in GIS. Ben his working on dates and times with Browning Day for the Parks Master Plan Schedule.

### **Director of Utilities**

#### **Storm Water**

Katelynn will be distributing brochures, coloring books, and other printed materials to attendees of the Cumberland Arts Goes to Market festival.

Steve received a Notice of Sufficiency for the Rule 5 permit for Autumn Woods, Section 3.

Katelynn attended a hands-on storm water inspector seminar.

Steve developed a 5-year capital expenditures list of potential projects for the rate study being conducted and submitted it to the rate consultant.

The sinkholes at 309 Hopkins Road and 1153 Cobblestone Way have been repaired.

Steve has received and is investigating the following drainage complaints at 7307 Derbyshire and 7633 Brownstone Ct.

Katelynn and Mike Ellis (Wessler Engineering) conducted an inspection of all the structural BMP's throughout Cumberland on Aug. 8. Our permit requires us to investigate these at least once in the 5-year cycle of our permit.

Katelynn and Mike Ellis have monitored 10 homes under construction in Cumberland Falls, 13 homes under construction in Autumn Woods, 1 home under construction in Valley Brook Village, and they completed 5 home inspections in Cumberland Falls.

### **OLD BUSINESS**

Consideration of Ordinance 2017-13, Adopting Inspection Fees for Sanitary Services, Dan Taylor, Town Attorney– This ordinance adds a \$50 inspection fee for sanitary inspections and makes one correction in Section 2.

Motion and Second to approve Ordinance 2017-13, Adopting Inspection Fees for Sanitary Services  
By Siefker and Bell. **APPROVED 4 – 0**

Consideration of Ordinance 2017-14, Amending Water Code and Adopting Inspection Fees for Water Code, Dan Taylor, Town Attorney – This ordinance adds a \$50 inspection fee for water utilities and makes conforming changes to the Water Code.

Motion and Second to approve Ordinance 2017-14, Amending Water Code and Adopting Inspection Fees  
By Siefker and Bell. **APPROVED 4 – 0**

Consideration of Ordinance 2017-15, Amendment of Salary Ordinance, Dan Taylor, Town Attorney – This ordinance is to approve changes to Holiday Pay that have been incorporated in to the Salary Ordinance.

Motion and Second to approve Ordinance 2017-15, Amendment of Salary Ordinance  
By Siefker and Bell. **APPROVED 4 – 0**

### **NEW BUSINESS**

Introduction of Ordinance 2017-16, Amendment of Travel Policy, Dan Taylor, Town Attorney – This is a first reading of an ordinance to make changes to the travel ordinance. This proposal is for the amounts to be changed to match the Federal guideline of the Midwest.

### **COUNSELOR COMMENTS**

Council Member Bell – Concerned with citizens parking on wrong side of road on neighborhood streets. She mentioned the charity ride to raise money for the family who she is raising money for is on Sept 30<sup>th</sup> and she is helping sell raffle tickets to help the family.

### **FUTURE AGENDA ITEMS**

Introduction of 2018 Budget  
Capital Improvement Plan and Sustainability Analysis  
Consideration of Part Time Inspection Contract for Autumn Woods Section 3  
Road Projects Update  
Amendment to Travel Policy

### **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).*