

CUMBERLAND TOWN COUNCIL

September 20, 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 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

September 9, 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 –

Radios and Cameras - We are waiting for responses and a follow up meeting with Councilor Pfisterer.

Citizens Academy - We have started our 1st Citizens Academy. The academy is being held every Monday for 10 weeks.

IUPUI Career Day – On Wednesday Sept. 27th, we will again be participating at IUPUI's Career Day.

April Fisher, Town Manager –

German Church –April has been working with TWG and Indianapolis on an abatement and PILOT which would help for the application. By the end of September, we should know if the project will be taken off the waitlist for 2017 projects. TWG does not think it is likely. April gave council a brief explanation of the application.

Council reached a consensus to support the abatement and PILOT.

HCI – The next meeting is scheduled for October 3rd. The team is gearing up for the public survey and forum. The Community forum will be held on Monday, November 6th at Cumberland Christian Church. It will run from 5:30 p.m. to 8:30 p.m. Refreshments will be provided by the Town.

Solar Panels – Over the weekend, our solar panels behind Meijer, were spray painted with graffiti. Ben's staff has removed the graffiti.

Buck Creek Trail construction is progressing. The contractor is paving the section of trail south of US40 this week. Over the next 2 weeks the contractor will finish the section south of 40, install culverts, and pave the section from US 40 north to Structure 1 near the Glen Oaks Village connection.

Ben and Christine submitted a planning grant application with the MPO for a Transportation Master Plan. We hope to hear something in October. The MPO may only select one project at this time, but the remaining projects will go on a list as funds become available.

Planning and Development

Christine anticipates the BZA needing to meet in November.

The Plan Commission will meet September 27, 2017.

The Redevelopment Commission will meet September 26, 2017.

Special Projects

Renee is working with vendors to get pricing on new banners for the street scape. We are working on getting holiday banners this year. She is working on Weihnachtsmarkt location, and vendors. Renee is planning 2018 BBB events. She is also working on a Tourism Grant.

Streets and Parks

Ben has started training on and selecting features for the Mobile 311 work order App. Ben is working on GIS updates. ADA sidewalk work has been completed. Ben is working on updating road construction standards. Ben met with the engineers to start design and bids on road projects. He is continuing work on the trail asset management plan. Ben met with Browning Day on the Parks Master Plan. Facility inspections will be conducted this week. Staff is working on repairing damaged asphalt on the Pennsy Trail.

Public Works

Ben, April and Steve met with the utility staff members to talk about the nternal transition plan. Ben submitted all needed information to the EPA to sign and submit monthly Sanitary Operations Reports.

Storm Water

Katelynn and Mike Ellis of Wessler have agreed to be the featured speaker for Valley Brook Farms Lakefront Association on October 17th. They will be educating the residents on the importance of pond maintenance. Katelynn and Mike Ellis have been monitoring homes; ten under construction in Cumberland Falls, thirteen under construction in Autumn Woods, one under construction in Valley Brook Village, and they completed 5 home inspections in Cumberland Falls.

Renee Gerard, Tourism Grant information – Renee is working on a grant to help raise money for our events and possibly develop a stage area for events on town property that isn't being used. This grant is thru Indiana Tourism. The grant would match anywhere from \$50,000 to \$250,000. Siefker wanted to be informed so he could be involved as well.

PUBLIC HEARING – Due to a glitch on the Gateway system some of the numbers didn't come thru correctly. The Public Hearing to be postponed until October 4, 2017.

Motion and Second to Postpone the Public Hearing until October 4, 2017 at Town Council meeting
By Gritter and Siefker. **APPROVED 3 – 0**

OLD BUSINESS

Roads Project Update, Ben Lipps – Ben is working on getting road projects selected and bid out. BF&S has given us several discounts, plus a 50% discount this year. Ben met with April and Erica and the target number for total projects is about \$150,000. Community Crossings awards got posted today. We received a third of what we applied for. Our award was \$327,391.75 and will only use a 1/3 match agreement.

NEW BUSINESS

Sustainability Analysis, Greg Guerrettaz, Financial Advisor – The sustainability analysis utilizes historical information on an actual basis, along with projecting ahead for three years to determine the possible financial condition of the Town going forward. Greg provided handouts and went over the sustainability analysis in detail. Greg opened the floor for questions.

Capital Improvement Plan Analysis April Fisher, Town Manager – April provided a handout and gave a detailed presentation of the 2018 Capital Improvement Plan. April opened the floor for questions.

Transition Plan April Fisher, Town Manager – Upon Steve retiring soon, April came up with a transition plan. Handout was provided to council. April came up with 4 options, and we decided to recommend option 4. Long term, this plan is more viable for salary costs. We can split the salaries of the Director and Deputy Director between utilities, storm water, and MVH. Considering our MVH revenue is increasing, this is a viable option. If everything works out as planned, then this transition would take effect between Nov. 18 and Dec. 18th. Siefker asked Ben and Christine for their thoughts and concerns of this transition.

Designation of Citizens Energy Advisory Board Rep. April Fisher, Town Manager – April recommends to designate Ben Lipps as the Advisory Board Representative.

Motion and Second to appoint Ben Lipps as the Designation of Citizens Advisory Board Representative
By Siefker and Gritter. **APPROVED 3 – 0**

Consideration of Trail Tree Removal Estimate Ben Lipps, Supt. of Streets – Trees Unlimited came back at the lowest at \$8250.00. Ben is recommending council to approve Trees Unlimited estimate, not to exceed \$8250.00.

Motion and Second to approve Trees Unlimited estimate, not to exceed \$8250.00 for the removal of dead trees along Glen Oaks connection.
By Gritter and Siefker. **APPROVED 3 – 0**

Consideration of Trail Tree Removal Estimate, Ben Lipps, Supt. of Streets – On the Welland Trails Parcel, to remove trees and brush along east fence to create a 5-6 foot path that can be mowed and sprayed and chip up all brush and haul all logs. Ben is recommending council approve the removal of trees and brush along the Welland Trails Parcel.

Motion and Second to approve Trees Unlimited estimate to remove trees and brush along the Welland Trails Parcel, not to exceed \$4675.00.
By Gritter and Siefker. **APPROVED 3 – 0**

COUNCILOR COMMENTS

(none)

FUTURE AGENDA ITEMS

Public Hearing for 2018 Budget

ADA Annual Report

Utility Rate Studies

Public Hearing on Gem Utility Appraisal

Ordinance 2017-18, Imposition of Municipal Wheel Tax Ordinance

Ordinance 2017-20, Setting of Pretreatment Limits for Cumberland Sanitary

Ordinance 2017-19, Adopting Conflict of Interest 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.