

## CUMBERLAND TOWN COUNCIL

October 18, 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 Aaron Cutshaw. Absent Council Member Brian Gritter and Council Member Nicole Bell.

Also Present; Michael Crooke, Ben Lipps, Christine Owens, and Attorney Dan Taylor. Minutes were taken by Deputy Clerk-Treasurer, Jill Hendley.

### **CONSENT AGENDA**

Claims Register

Minutes Oct. 4, 2017 (will be provided at next Town Council Meeting)

Motion and Second to approve the Claims Register

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

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

(none)

### **STAFF REPORT**

Michael Crooke, Chief of Police – The police department has 2 forfeited vehicles that will go to auction on Oct 27<sup>th</sup>.

Motion and Second to allow Chief Crooke to sell the 2 forfeited vehicles

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

Christine Owens –

**German Church** – They have released another \$610k for projects, but since we are 4<sup>th</sup> on the waitlist it is doubtful they will get to us. The tax abatement was approved by the Indianapolis Economic Development Committee. April attended the hearing and spoke about why the German Church is important to Cumberland and the efforts we have made to preserve it. It goes before the Metropolitan Development Commission on 10-18-17. Staff has been working on pulling information together regarding off-site improvements for the application.

**HCI** – The survey is now up and staff is working to get it out to as many people as possible. The Community Forum will be held on November 6<sup>th</sup> along with a light dinner. We received a micro grant from the Hancock County Committee Foundation of \$900 to cover our cost for the forum.

**HCCF** – The County-Wide Trails Plan is continuing to raise funds. The team has raised over \$17,000 so far and is still waiting to hear about their grant application they submitted to Vectren for \$15,000.

**Gem Sale** – We had hoped to have the appraisal by October 8<sup>th</sup> for GEM Utilities, but the appraisers have informed us they are still about 2 weeks out from finishing.

**Misc.** – April attended the Greenfield Chamber of Commerce lunch to receive our new member plaque. April and Christine met with a potential developer interested in the land along Hwy40 for development down the road.

### **Planning and Development**

**Buck Creek Trail** construction is progressing. The weather has caused delays. As of now the contractor states they will finish about 3 weeks later than planned (mid-December), however there is still a lot to be done and weather could impact the schedule. Staff will keep the Council informed if there are changes to the schedule. The contractor will be working on the final 3 structures, among other things.

**WebEOC** - Christine attended training October 3rd.

**IRTC** - Christine attended on October 11th. The MPO staff presented the top ten list for projects that scored well in the recent planning grant call. Cumberland's Transportation Master Plan scored 3<sup>rd</sup> on the top ten list. Right now there is about \$100,000 and once the books close in January. Our score has put us in a good position for potential funding in early 2018.

**Plan Commission** will meet on Wednesday, October 24, 2017.

### **Special Projects**

Renee has been mailing out the HCI survey cards. She is coordinating with Edge IT to get council Surfaces updated with new virus software. Renee has booked all but one band for next year's BBB's

Renee ordered new banners for the street scape

### **Streets and Parks**

#### **Storm Water**

Katelynn and Ben were the featured speakers for the Valley Brook Farms Lakefront Association on October 17th on Pond Maintenance. They provided residents about the importance of pond maintenance and proper pond maintenance procedures.

Staff trained on GIS.

Katelynn and Mike Ellis have been monitoring homes for storm water compliance.

#### **Water**

Berry Electric is working on hooking in the chlorination booster pump permanently.

#### **Gem Sanitary**

Staff will be painting the tanks.

#### **Cumberland Sanitary**

The alarms are being repaired at the plant. This should save a significant amount in overtime pay.

The polymer separation unit needs replaced at the plant as well as the side seals around the screen unit. This will be presented to the Sanitary Utility Board at their next meeting.

#### **Streets**

Staff continued patching. Staff serviced the leaf vacuum to prepare for the upcoming leaf season. Road work design was completed.

#### **Parks**

The tree removal and path restoration at the Welland parcel has been completed.

Staff started fall trimming of plants around Town Hall.

Ben Lipps, Road Work – Since there is so much work going on currently, he is recommending to extend date until June 15<sup>th</sup> to get best price average.

Consensus was made by Town Council.

### **OLD BUSINESS**

Consideration of Ordinance 2017-17, Adoption of 2018 Budget, Erica Salmon, Clerk Treasurer – Nothing has changed since Public Hearing of what has been discussed before. Total budget in General Fund is \$2.1 million. Along with all of the other funds, we are right at 4.1 million, including MVH, LOIT and the other funds we do. Erica invited questions.

Motion and Second to approve the 2018 Budget  
By Siefker and Cutshaw. **APPROVED 3 - 0**

Consideration of Ordinance 2017-18, Imposition of Municipal Wheel Tax, Dan Taylor, Town Attorney – This ordinance will impose a wheel tax of \$20 per year. This is a second reading.

Consideration of Ordinance 2017-19, Adopting Imposing a Motor Vehicle License Excise Surtax, Dan Taylor, Town Attorney-

Consideration of Ordinance 2017-20, Adopting Establishment of Cumberland Surtax Fund, Dan Taylor, Town Attorney

Consideration of Ordinance 2017-21, Adopting Establishment of Cumberland Wheel Tax Fund, Dan Taylor, Town Attorney

Motion and Second to postpone the adoption of Ordinances 2017-18, 19, 20, 21 until next town council meeting.  
By Siefker and Cutshaw. **APPROVED 3 - 0**

Consideration of Ordinance 2017-22, Adopting Conflict of Interest Policy, Dan Taylor, Town Attorney – This ordinance adopts a conflict of interest policy for selection of contractors.

Motion and Second to approve Ordinance 2017-22, Adopting Conflict of Interest Policy  
By Siefker and Cutshaw. **APPROVED 3 - 0**

Consideration of Ordinance 2017-23, Amending Town Code Chapter 50 – Sanitary Sewer, Dan Taylor, Town Attorney – This ordinance amends Chapter 50 of sewer code. These amendments have been approved and recommended by the Sanitary Board.

Motion and Second to approve Ordinance 2017-23, Amending Town Code Chapter 50 – Sanitary Sewer  
By Cutshaw & Siefker. **APPROVED 3 - 0**

## **NEW BUSINESS**

Appointment to Sanitary Board, Town Council – Council President Pea is recommending Bill McLaughlin, her neighbor, to be appointed to the Sanitary Board, and that he will be an asset to the board. Upon approval, Ben will take Bill on a tour around the plant. He will be sworn in at a later date since he is not in attendance.

Motion and Second to appoint Bill McLaughlin to the Sanitary Board  
By Siefker and Cutshaw. **APPROVED 3 - 0**

ADA & Title VI Annual Report, Christine Owens, Dir. of Planning & Dev. – Handouts were distributed to Council. For Title VI, this ran for a period of Nov 1 2016 - Oct 10 2017. As part of our annual report, we did not receive any complaints. All attended annual training, updated website, purchased 2 devices for sound, and our public outreach materials are in English and Spanish. We are posting publications in both English and Spanish. Actively encouraging contractor and business owners for next year.

ADA – This year we received no formal complaints. One verbal inquiry, which was investigated as required by the town, but no action was required. Our accomplishments in 2017 were annual training, the ADA coordinator and special projects coordinator participated in a webinar compliance on websites. ADA sidewalk repairs were made in Glen Oaks Village, National Road Park and Lions Park. Two out of 3 year goals are to update sidewalk repairs and add Appendix D. Goals for next year are to coordinate annual training, use Phase I website improvements, renovate restrooms in the town hall lobby and renovate sidewalk and ramps.

Consideration of Resolution 2017-12 Amending to ADA Transition Plan, Christine Owens, Dir. Of Planning & Dev. – The 3 year goals that are suggested and can be found on page 5 of the handouts for years 2018 – 2020. Appendix D is the assessments that were done for town hall and parks building.

Motion and Second to approve Resolution 2017-12, Amending to ADA Transition Plan

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

Council President Pea reminded to staff to install a ramp for the Weihnachtsmarkt festival.

### **COUNCILOR COMMENTS**

Siefker will hang a plastic moisture barrier in the Gap building next week.

Reminder that Weihnachtsmarkt will be held on Dec 2<sup>nd</sup>.

### **FUTURE AGENDA ITEMS**

Considerations of Ordinances 2017-18 – 2017-21

Utility Rate Studies

Utility Budgets

Public Hearing on Gem Utility Appraisal

Minutes Oct. 4, 2017

### **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).*