

## CUMBERLAND TOWN COUNCIL

November 1, 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, Council Member Aaron Cutshaw, and Council Member Nicole Bell. Also Present; April Fisher, Suzanne Woodland, Ben Lipps, and Attorney Dan Taylor. Minutes were taken by Deputy Clerk-Treasurer, Jill Hendley.

### **CONSENT AGENDA**

Claims Register

Minutes Oct. 4, 2017

Minutes Oct. 18, 2017

Motion and Second to approve the Consent Agenda  
By Cutshaw and Gritter. **APPROVED 5 - 0**

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

(none)

### **STAFF REPORT**

**Sugar Creek** – The new fire station should be completed in spring 2018. They participated in the Trunk or Treat on Halloween.

**Det. Suzanne Woodland, Cumberland Police Department** - Chief is moving to establish a Behavioral Health Unit and held an organizational meeting on Oct. 23<sup>rd</sup>. He is really passionate and wants this operational by Dec. 1<sup>st</sup>. Over the weekend, we revisited one of the residence where we have been numerous times this year. This approach is the future of policing.

Body Worn Cameras - Storage is the continuing problem and cost, as of yesterday the experts from the Bureau of Justice Assistance are planning to meet with Chief within a few weeks to try to resolve issues.

We received word that we have received Cops Vest Grant.

The Monster Dash was really great. We had 75 registered adult runners and walkers, and 20 children. John Covington again organized our Halloween event. Turnout was excellent and better than last year.

### **April Fisher, Town Manager –**

**German Church** – The tax abatement was approved by the Metropolitan Development Commission. Funds have been released for the 2017 waitlist and we will not make it. The developer is going ahead with the 2018 submission. Staff has been able to pull together enough information to show Cumberland will be/ has made at least \$100,000 in off-site improvements within 2 years of the start of the project.

**HCI** –The forum takes place on November 6, 2017 at 5:30 PM at Cumberland Christian. The registration deadline is November 2nd. We received a grant from HCCF to purchase food and refreshments for the forum.

**Mt Comfort Corridor** – The Government Relations Committee met on October 25th. Part of the business was discussing a request for rezone for the proposed RV storage facility on 600W. The Committee is formally going to oppose the request for the rezone.

**HCCF** – The County-Wide Trails Plan Committee has met its fundraising goal and finalized its contract with BF&S. They will now move onto the actual planning stage.

**Misc.** –April, Anna Pea and Christine met with Scott Sorrell. He is selling the property in front of Lions Park and has approached the Town to see if we would be interested in purchasing it. April will seek some appraisals and quotes. Council Member Cutshaw would like to see Lions Park visible from the road. President Pea would like to

ask Christine look at the zoning for the property and to make sure the appraisal is for residential. Discussion was held.

### **Planning and Development**

**Buck Creek Trail** construction is progressing. Because of resident complaints, sub-contractors have been asked to keep dump trucks off neighborhood streets.

Christine attended the MPO Land Use Committee meeting on October 17th. The MPO is going through a strategic planning process and this sub-committee met to discuss land use planning and ideas or impacts on land use at a regional level.

Plan Commission will meet October 25, 2017.

Redevelopment Commission did not meet in October.

### **Special Projects**

Renee is working on Weihnachtsmarkt, She is helping with a new time entry system. Renee participated in the last HCI meeting. She is assisting in getting the marquee fixed in front of building. She is putting together an order of staff Cumberland wear since we have saved a lot of money from in the IT budget this year.

### **Storm Water**

Ben met with 4 Valley Brook Farms residents to show them erosion control methods around the lake.

Katelynn and Mike Ellis have been monitoring the following homes; Six under construction in Cumberland Falls, three completed home inspection in Cumberland Falls, one under construction in Valley Brook Village, twenty-four under construction in Autumn Woods, and three completed in Autumn Woods.

### **Water**

Gem Water used 6176 with a max daily of 280 and a minimum of 138 average consumption was 206 thousand gallons. There have been 210 new water clients since the purchase of Gem Utilities. EJP came out to correct a meter reading issue. They were able to correct the issue with the read but will be coming back out to inspect some of the equipment.

### **Gem Sanitary**

GEM North Plant is at 60% capacity for actual flow vs. design. GEM South Plant is at 15% capacity for actual flow vs. design.

### **Cumberland Sanitary**

Aqua Aerobic has been approved to complete a Plant Wellness Program for the facility. This will include two 2-day site visits.

The level sensors in the SBR tanks are not always accurate. We plan to have Aqua Aerobics staff onsite sometime in the near future to go through all facets of the facility. This situation has not affected the treatment process.

The alarm system upgrade was approved by the board last month and we have scheduled Maxim Automation to get the new system setup. Due to the availability of some parts, installation was delayed, but has been scheduled for this Friday.

Mary filed sewer liens. 62 in Marion County and 38 in Hancock County.

### **Streets**

Mobile 311 is now running and being used by the staff for three weeks now. In that time 101 work orders have been created and 67 have been completed. Staff started fall leaf pickup. Road work design was completed and is out for bid.

Ben met with Wessler to put out CCMG bids. Ben met with INDOT to prepare for the LPA contract for CCMG and received a nice check for Cumberland.

### **Parks**

Staff started fall trimming of plants. Browning Day is working on scheduling stake holder interviews.

**Misc.** - Renee has been looking in to getting ideas for the wall in the council chambers. Carmel will also be holding their Christmas festival during the same time as Cumberland.

### **OLD BUSINESS**

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 for larger vehicles over 11,000 pounds.

Consideration of Ordinance 2017-19, Adopting Imposing a Motor Vehicle License Excise Surtax, Dan Taylor, Town Attorney – This ordinance will impose a surtax of \$20 per year for small vehicles under 11,000 pounds.

Consideration of Ordinance 2017-20, Adopting Establishment of Cumberland Surtax Fund, Dan Taylor, Town Attorney - This ordinance is to adopt a Cumberland surtax fund for the Town of Cumberland.

Consideration of Ordinance 2017-21, Adopting Establishment of Cumberland Wheel Tax Fund, Dan Taylor, Town Attorney - This ordinance is to adopt a Cumberland wheel tax fund for the Town of Cumberland.

Motion and Second to Table Consideration of Ordinances 2017-18 through 2017-21  
By Bell and Cutshaw. **APPROVED 5 - 0**

### **NEW BUSINESS**

Transition Plan Update April Fisher, Town Manager – We need to start working on salary ordinances and needs town council to start thinking about.

Katelynn and Ben set up new scheduling system at Gem Utility for inspections. Ben has Katelynn scheduling inspections.

Ben removed Wessler as the guest speaker for the Valley Brook Farms Lake Front HOA. Ben took over as the guest speaker.

Ben has Katelynn taking over inspections on active constructions sites each month. She has slowing been working with Wessler on storm water inspections. Ben has been working with Katelynn on training.

Ben worked with the Sanitary Board to get the alarms repaired at the Cumberland Waste Water Plant. The cost is around \$5300.00 and this will save the town \$20-30,000.00 a year. This will save about \$26,000.00 in overtime.

Ben is working with Wessler to scale down services at Cumberland Waste Water Plant.

Ben has pulled fleet maintenance from old vendor to new vendor for fleet repairs. We will be using Midwest for now on.

Wessler told Ben that they were instructed to restore the plant to the way it was originally, Ben is working to upgrade the plant to modern standard.

We are working on a new infiltration plan for INI. Ben working on Capital Improvement Plan for Utilities. Ben is getting GIS back on track for utilities. Ben is working on asset management program. Ben met with staff to make sure everything is operating and resources they need.

At the Cumberland Plant, there was no work space so they worked on getting a work space set up.

Ben has been working with IDEM and Wessler and legal to get pretreatment limit study completed and up to town code.

Katelynn has been training Virgil on meter readings.

Christine has taken on additional duties and attended the incident command level 300 and 400 training. She is working on an emergency plan for Weihnachsmarkt. She would like to adopt a continuation of operations plan for first quarter for the town.

April drafted 2018 Utility Budgets based on actual spending. We will do utility budget at same time as the town budgets in future instead of separately.

Working with appraisers on potential Gem sale.

Renee will be providing data for Gem appraisal, assisted in preparing documents for budgets, emails, and taking over HCI and helping Christine with permits.

Presentation of 2018 Utility Budgets April Fisher, Town Manager – April gave presentation of the Utility Budget.

Presentation of Storm Water Rate Study Results Ben Lipps, Supt. of Streets – Reports were distributed to council. This presentations is for introduction tonight. Report currently highlights increase rate of 520 to 750 per month. Recommending town to increase to 925 per month.

Weihnachtsmarkt Update Renee Garard, Special Projects – The festival will be held from 11am – 10pm. Vendor tent hours have been extended to 7pm. Santa hours will be 11am-2pm, 3pm-5pm, and will return at 6pm for parade, and from 6:30pm – 7pm for last minute visitors. Carriage rides will be from 1pm – 5pm. Reindeer will be attending. Getting confirmation on vendors. Cumberland Christian Church and Methodist Church will help with the kid’s tent. Kids tent will be located in the pocket park.

Consideration of Weihnachtsmarkt Tent Invoice, Renee Gerard – The tent cost for Weihnachtsmarkt will be \$8834.80 this year. This consideration comes to the town council to approve the invoice of \$8834.80.

Motion and Second to approve the Tent Invoice for Weihnachtsmarkt, in the amount of \$8834.80 by Siefker and Gritter. **APPROVED 5 - 0**

### **COUNCILOR COMMENTS**

Council Member Siefker – GAP Building, Siefker gave update and repairs on the Gap Building. Insulations is about 95% complete.

### **FUTURE AGENDA ITEMS**

Public Hearing on Storm Water Rates  
Amendment of Town Burning Regulations  
Amendment of Town Animal Regulations  
2018 Salary Ordinance  
Weihnachtsmarkt Update  
Decision on Adoption of Transition Plan

### **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).*