

CUMBERLAND TOWN COUNCIL

September 19, 2018

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, Council Member Nicole Bell, Council Member Brian Gritter. Also Present; Town Manager April Fisher, Assistant Town Manager Christine Owens, Director of Public Works Ben Lipps, and Attorney Dan Taylor. Minutes were taken by Deputy Clerk-Treasurer Allison Gray.

CONSENT AGENDA

Minutes – September 5, 2018

Claims Register

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

CITIZENS COMMENTS

(none)

STAFF REPORTS

Buck Creek Fire Department, Dave Sutherlin:

- The hurricane deployment team has returned. This is the fifth hurricane deployment Buck Creek FD has been a part of. They were deployed to Fort Lee, but after a few days were sent back home due to the track of the storm. This is the first time the department showed up for the deployment, but ended up doing nothing.
- Putting new fire engine into service next week at the airport fire station. At the airport, they focus on using foam to put out fuel/aircraft fires. This technology is now available on this new fire engine. It can also be used to put out residential fires.

Sugar Creek Fire Department, Joe Fitzgerald

- Also have people deployed to the hurricane in Wilmington assisting with the flooding. They are not expected to return until October 1st.
- Open House Sept 29th 10am-2pm

Town Manager April Fisher wanted the Town Council to know that both fire departments have provided letters of support for the Town's Stellar Application. She appreciates their show of support.

Michael Crooke, Police Chief:

- There was a major power outage September 13. This was a challenging situation in many ways. Chief appreciates the way everyone was able to pitch in and help.
- Chief received the Marion County 2018 Multi-Hazard Mitigation Plan. Chief needs to review this and determine whether to send letter of support.
- The last two weekends CPD interviewed candidates for reserve officers. There will be agility testing for 7 of them this weekend.

- IMPD has opened a lateral process where officers from CPD can transfer to IMPD. 6 CPD officers have put in for that transfer. IMPD is offering a \$30,000 pay increase and 3 years of seniority.
- Update on purchase of new vehicles: Chief will begin the process all over again.

April Fisher, Town Manager:

- **Buck Creek Trail** – BF&S and INDOT are overseeing Calumet's progress on the punch list.
- **Gem Water Sale** – The OUCC filed requests for information in response to our petition. Staff worked with NineStar and attorneys from Parr Richey to submit responses. April, Ben, and Dan discussed plans for the hospital, again.
- **Gem South Sale** – April contacted James Buddenbaum about the Council's choice to use Parr Richey. They have a meeting scheduled for 9-18.
- **HCI** – The team met on September 10th and chose artist Nekoda Witsken as the artist. She is a Hancock County native. April executed the agreement with BF&S. The team will meet October 8th to work on the concept.
- **Stellar Regions** – April and Christine are working on finalizing the RDP. It will be submitted at the end of the week.
- **County-Wide Trail Plan** – The plan was presented to the Hancock County Plan Commission. There will be a public hearing in October.
- **Events** – The estimated attendance at the August BBB was about 200. Rain was a major factor but the Town was able to make it work.
- **IPL** – April is still waiting for the finished CIAC agreement from IPL. She contacted Fred Mills with IPL and he said they need more time to shore up the schedule.
- **Budget** – Staff has finalized the form ones. April is working on the budget report.
- **US40 Closure** – Due to an oversized load pulling down overhead utility lines, the Town was forced to shut down US40 right in front of town hall. 11 town staff members, which was everyone available, spent over four hours directing traffic and assisting the police department. It was a huge effort and staff did well working together and stepping up.
- Christine has been working primarily on the **Stellar Communities** application. The Regional Development Plan is due September 21st. Staff is working on the final pieces and finishing up the documents.
- Arbor Homes has filed for secondary plat of Autumn Woods Section 5, the final section.
- Olthoff Homes has filed for secondary plat of Grants Corner Section 1.
- The Plan Commission and Redevelopment Commission will not meet in September.
- Renee is working on the final BBB
- Renee has been working with the contractor on the remodel of town hall's bathrooms.
- Renee continues to help Christine with permits.
- Renee has helped with things while April and Christine are bogged with Stellar

Water

- Operations are within satisfactory levels at this time.

Streets

- The MPO posted the RFQ for the transportation master plan.
- Ben is working on the next several Community Crossings Grant Applications.
- Mobile 311 is reporting 97 new work orders have been created and 47 have been completed in the past 2 weeks. Work orders have decreased due to less patching. More sign work and alley work will be concentrated on.
- Gary Pool of Hancock County and Ben have formed a partnership and came to an agreement to get Buck creek road Paved and Painted.
- Carroll Road is finally being paved.

Parks

- Mobile 311 is reporting in the past 2 weeks staff has created 143 work orders and completed 132.
- Staff is cleaning up the overhanging branches on the trail. The section east of 700 is getting bad. Ben may involve a contractor to help clean this section up.

Storm Water

- Wessler did facility BMP inspections and all town facilities passed inspection.
- The Glen Oaks village drainage project is complete.
- Homes under Construction:
 - Autumn Woods Section 2- 7
 - Autumn Woods Section 3- 21
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NEW BUSINESS

Recognition of Service

Belinda Heller has been on the Cumberland Plan Commission for 10 years. She and her husband have retired and will be moving to Florida. Thank you, Belinda, for your dedication and service!

Anna Pea, Council President

Introduction of Ordinance 2018-22, Additional Appropriations

\$280,000 total.

- \$30,000 will be 100% reimbursed.
- \$50,000 for golf cart and trail maintenance
- \$200,000 for public safety vehicles

There will be a public hearing at next meeting

Erica Salmon, Clerk Treasurer

Sustainability Analysis/Cash Flow Analysis

Umbaugh provided the town with a Cash Flow Analysis, which shows the sustainability of the Town of Cumberland's budgets. In budgeting, the ultimate goal is for the disbursements to match receipts. Paige noted that all of the town's cash reserves were very strong. The industry standard minimum cash reserve is 15%. All of the cash reserves for the town of Cumberland's major operating funds are very strong going into the 2019 budget.

Paige Sansone, Umbaugh

Umbaugh has no recommendations of reductions for the town due to the current health of the town's cash reserves. Paige cautions us that there is not room in the budget for new recurring costs such as adding to the town's personnel.

Introduction of Ordinance 2018-23, 2019 Budget Ordinance

Erica Salmon, Clerk Treasurer

2019 Budget Presentation

April Fisher, Town Manager

- The 2018 budget, without utilities was \$4,221,000.
- The 2019 budget, without utilities is projected to be \$4,317,000.
- MVH salaries are being shifted to the Admin budget.
- Staff would like to hire full time building inspector for \$55,000 with benefits.
- Staff would also like for the two temporary/seasonal Parks positions to be made full-time.
- Stellar: The town needs to budget for the projects required. \$25,000 miscellaneous income in CEDIT; \$36,000 additional in Admin; \$38,000 additional in Planning
- Insurance liability keeps rising
- Health Insurance increased to \$550,000 for 2019
- Events moved from parks budget to admin budget. Budgeting \$45,000 for 2019.

Consideration of Resolution 2018-16, Stellar Match **Christine Owens, Asst. Town Manager**

If the Mount Comfort Corridor region is designated for Stellar, there are 19 projects between Cumberland, New Palestine and McCordsville. The town has several projects (three that are for Cumberland and 4 projects shared by the 3 communities). If designated, we will have 4 years to complete the projects. Christine is asking the Town Council to consider their commitment to the dollar amounts for our financial match for these projects.

Motion and Second to approve Resolution 2018-16, Stellar Match

By Bell and Gritter. **APPROVED 5 - 0**

Approval of Honor's Park nomination selection by PAC **Renee Garard, Exec. Asst/ Spec. Proj.**

Luke Lulgjurajs, Seros Restaurant

The Town Council approved this nomination.

Consideration of stage pre-rental agreement **Renee Garard, Exec. Asst/ Spec. Proj.**

Our stage provider for BBBs is looking to purchase a mobile stage unit. He would like for his usual customers to pre-book, pre-pay for the next 2 years. The town is planning 4 BBBs in 2019 and 4 BBBs in 2020. The total agreement would be \$20,000 for those 8 shows. There would be a savings of \$8,000 over the two years (\$2500 per show instead of \$3500 per show). This will also eliminate the need to rent a tent to put over the stage. The town's attorney, Dan Taylor, recommended that the vendor get a \$20,000 performance bond.

Motion and Second to approve the Stage Pre-Rental Agreement, provided the vendor will get a performance bond, and we agree upon a contract by our town attorney

By Siefker and Gritter. **APPROVED 5 - 0**

COUNCILOR COMMENTS

Siefker wanted to thank everyone for their work during the power outage emergency last week. There was some discussion as to how old the generator is and how long ago a transfer switch was purchased.

FUTURE AGENDA ITEMS

Consideration of Ordinances 2018-17 & 2018-18
Public Hearing for Additional Appropriations
Public Hearing for 2019 Budget
Capital Improvement Plan Update
Stellar Update

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.