

## CUMBERLAND TOWN COUNCIL

November 7, 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 and 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**

Claims Register

Minutes – October 17, 2018

Motion and Second to approve the Consent Agenda  
By Cutshaw and Gritter. **APPROVED 4 – 0.**

### **CITIZENS COMMENTS**

#### **Doug Engle, 728 Buck Creek Road:**

- Doug made comments about the Monster Dash and about his efforts in getting bicyclists involved in that event. Also, he attended the first meeting of the Friends of Buck Creek Trail. Christine and Glen Engle were integral in the planning and organizing of this group. There is a concern about mud on trails, mostly under overpasses.

### **STAFF REPORTS**

#### **Skip Kuker, Hancock County Economic Development Council:**

Skip gave an update about companies who are planning to come into Hancock county. He reported lots of exciting news about new companies and expansions of current companies, bringing opportunities for employment to Hancock county residents.

#### **Michael Crooke, Police Chief:**

##### Activities for November 2018

- Friday November 2, 2018, hosted a pre-planning meeting with stakeholders regarding the Christmas Festival December 1, 2018, a separate report will be provided to council.
- Tuesday November 6, 2018, Insurance Meeting and Luncheon for officers at HC Health, Jeff Fox.
- Tuesday November 6, 2018, I will be attending and presenting at the HC Rise Above Program
- Wednesday November 7, HIPPA and Internal Controls at Town Hall
- Thursday November 8, 2018, 8 businesses in our town will be meeting with me to discuss the increased number of Armed Robberies occurring in Cumberland. This will be hosted by Taylor Napier at the DQ and Brooke Edwards from Meijer is providing refreshments. We are discussing best practices, safety measures if a robbery occurs. I am also going to propose a violence reduction partnership with our businesses.
- Thursday November 8, System of Care meeting with HC Health
- Tuesday November 13, in the morning I will be attending and presenting at IUPUI.

- Tuesday November 13, 2018, Indiana Attorney General Curtis Hill will be conducting State wide presentation and update regarding Human Trafficking. To be held at Indiana Grand Casino in one of the banquet rooms.
- Thursday November 15, 2018, area meeting at HC EOC, regarding radio issues.
- Thursday November 15, 2018, Media and Emergency Services Organization (MESO) meeting at Fishers
- Friday November 15, 2018, CPD Officers will be attending a breakfast at Bankers Life, presented by the Central Indiana Police Foundation, Pacers and Colts. We have previously received a grant from the foundation and will speaking about that and showing our vest & helmets.
- Monday November 19, 2018, I will be attending the monthly Hancock County Coalition Against Sexual and Domestic Violence Board Meeting with Coalition members, Senator Crider and Prosecutor Eaton.

We have some time coming up for firearms qualifications and will extend this to the town staff who carry firearms. We will get dates sent out ASAP.

#### **Some good news regarding police radios:**

Over the past few years, there has been a lot of work put in on a plan to replace radios and upgrade system components that were approaching end of support. We are excited to announce a signed agreement with Motorola Solutions that will provide new APX series radios to your agency or department, along with upgrades to our radio and microwave systems. Also, a much anticipated new solution called WAVE will be deployed that allows radio communication using an app on your smart phone. I would like to thank everyone who provided feedback during this process.

We are working through the logistics of ordering the hardware and software as part of this agreement and look forward to a radio distribution process that should begin around the first part of 2019. We will be in contact soon to discuss the details of this project that are relative to your agency.

Finally, we are finalizing an agreement related to this radio purchase and distribution that will be required between PSC and your agency before any radios are handed out. We will get that to you once it is available.

We are very excited to begin this project and will provide your agency with an anticipated distribution schedule soon!

#### **April Fisher, Town Manager:**

- The **Mt. Comfort Corridor Stellar** team is finishing up the final touches on the Stellar presentation. The group is meeting weekly and Christine is spending the majority of her time working on details associated with the presentation. The team's presentation to the state judges is scheduled for November 15<sup>th</sup>. The two Stellar Designees will be announced December 6<sup>th</sup>.
- The **Urban Land Institute (ULI)** Panel will be here the week of January 13<sup>th</sup>. Originally, it was planned for December, but due to a schedule conflict it was changed. Staff is helping prepare details and materials for their arrival.
- **Buck Creek Trail** – We are still waiting for Calumet to complete the punch list items.
- Renee has been working on the **Weihnachtsmarkt**

### **Water**

- Operations are within satisfactory levels at this time. .

### **Gem Sanitary**

- Plant and Lift Station operations are within satisfactory levels.

### **Cumberland Sanitary**

- Rate Studies Continuing.
- BF&S has started gathering all of the sewer data for GIS.
- Ben had the preconstruction meeting with the Thieneman for the phosphorus removal project. This project will take several months to complete but we will finish well ahead of the state mandated timeline.

### **Streets**

- The Town of Cumberland was awarded \$667,000 Community Crossings Grant, which was the most awarded in Hancock County. In Hancock County, the only governments receiving awards were McCordsville, New Palestine and Cumberland.

### **Storm Water**

- Homes under Construction:
  - Autumn Woods- 63 homes under construction
  - Cobblefield- 1 home under construction

### **Staff**

- We have almost an entirely new streets and park staff. We have hired Nathan Bruns a former manager of Frosty Boy, Zach Doty a mechanic from Goodin landscaping, Coby Seelig former regional manager of rocket carwash and hydraulic mechanic. Additionally, we have made Seth Steen fulltime.

### **Financials**

- April wanted to point out that all of the Utilities have a current fund balance in excess of their balance at the beginning of the year. So, despite all the work that the town has been doing on utilities, we have been making these updates responsibly and conservatively.

### **Recognition of Town Employees:**

- Mary Gardner-15 years of Service!
- Ben Lipps-10 years of Service!
- Christine Owens-10 years of Service!

## **OLD BUSINESS**

### **Consideration of Ordinance 2018-24, Maternity & Paternity Leave    Dan Taylor, Town Attorney Unpaid, 12-week Maternity/Paternity benefit for employees.**

Motion and Second to adopt Ordinance 2018-24, Maternity & Paternity Leave  
By Gritter and Cutshaw. **APPROVED 4 – 0.**

### **Consideration of Ordinance 2018-25, Snow & Ice Removal Policy    Dan Taylor, Town Attorney Driven by Americans with Disabilities Act. Formalizes policy where home and business owners must keep the sidewalk clear of ice and snow in front of their homes between the hours of 8am and 7pm.**

Motion and Second to adopt Ordinance 2018-25, Snow & Ice Removal Policy  
By Gritter and Cutshaw. **APPROVED 4 – 0.**

**Consideration of Ordinance 2018-26, Amending Procedures for  
for Soliciting Quotes for Public Works Projects** **Dan Taylor, Town Attorney**

Motion and Second to adopt Ordinance 2018-26,  
Amending Procedures for Soliciting Quotes for Public Works Projects  
By Siefker and Gritter. **APPROVED 4 – 0.**

**Consideration of Ordinance 2018-27, Contractor’s Employee  
Drug Testing Policy** **Dan Taylor, Town Attorney**

Motion and Second to adopt Ordinance 2018-27, Contractor’s Employee Drug Testing Policy  
By Cutshaw and Gritter. **APPROVED 4 – 0.**

**Consideration of Ordinance 2018-28, Amending Smoking Policy** **Dan Taylor, Town Attorney**

Motion and Second to adopt Ordinance 2018-28, Amending Smoking Policy  
By Cutshaw and Siefker. **APPROVED 4 – 0.**

**NEW BUSINESS**

**Consideration of Resolution 2018-20, Budget Transfers** **Erica Salmon, Clerk Treasurer**

These are the transfers done every year. The money must be transferred between the same Funds and Departments.

Motion and Second to approve Resolution 2018-20, Budget Transfers  
By Siefker and Gritter. **APPROVED 4 – 0.**

**Introduction of Ordinance 2018-30, Additional Appropriations** **Erica Salmon, Clerk Treasurer**

**Introduction of Ordinance 2018-29, 2019 Salary Ordinance** **April Fisher, Town Manager**

**Consideration of Buck Creek Trail Artist Contract** **April Fisher, Town Manager**

Motion and Second to approve Buck Creek Trail Artist Contract not to exceed \$30,000,  
and give April Fisher authority to sign the contract.  
By Siefker and Cutshaw. **APPROVED 4 – 0.**

**Sign Stellar Inter Local Agreement** **April Fisher, Town Manager**

**Consideration of Acceptance of Police Vehicle Bid** **Michael Crooke, Police Chief**

Motion and Second to approve purchase of 6  
Chevrolet Tahoe Police Vehicles for \$194,160 from Kelley Chevrolet  
By Gritter and Siefker. **APPROVED 4 – 0.**

**ADA & Title VI Annual Reports** **Christine Owens, Asst. Town Manager**

From October 2017 – October 2018, there have been no formal complaints for either ADA or Title VI. The town completed \$30,000 in ADA sidewalk repairs. The town also updated restrooms to be ADA compliant.

## Presentation of 2019 Utility Budgets

Ben Lipps, Dir. of Public Works

### Consideration of Lighting Options

Renee Garard, Exec. Asst./ Spec. Proj.

All of the light fixtures in town hall need to be retrofit to LED lighting. None of the lights in town hall are currently LED.

Motion and Second to approve the Commercial Team Construction bid to replace the lighting fixtures and allow April to sign the contract

By Gritter and Cutshaw. **APPROVED 4 – 0.**

### Consideration of Town Hall Construction Invoice/ Change Orders

Renee Garard, Exec. Asst./ Spec. Proj.

Motion and Second to approve the Town Hall Construction Invoice/Change Order

By Cutshaw and Gritter. **APPROVED 4 – 0.**

### Consideration of Stage Rental Agreement

Renee Garard, Exec. Asst./ Spec. Proj.

Motion and Second to approve the Stage Rental Agreement

By Siefker and Gritter. **APPROVED 4 – 0.**

### COUNCILOR COMMENTS

(none)

### FUTURE AGENDA ITEMS

Consideration of Ordinance 2018-29

Consideration of Ordinance 2018-30

Update on Gem South Sale

Weihnachtsmarkt 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](mailto:planner@town-cumberland.com).*