

CUMBERLAND TOWN COUNCIL

December 5, 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 Nicole Bell and Council Member Aaron Cutshaw. Also Present; Town Manager April Fisher, Assistant Town Manager Christine Owens, and Attorney Dan Taylor. Minutes were taken by Deputy Clerk-Treasurer Allison Gray.

CONSENT AGENDA

Claims Register

Minutes – November 20, 2018

Motion and Second to approve the Consent Agenda
By Siefker and Bell. **APPROVED 4 – 0.**

CITIZENS COMMENTS

(none)

PUBLIC HEARING

(no public comments)

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

Motion and Second to adopt Ordinance 2018-30, Additional Appropriations
By Cutshaw and Bell. **APPROVED 4 – 0.**

STAFF REPORTS

Chris Etherton, Cumberland Police Department: Nothing to report.

April Fisher, Town Manager:

- **Gem Sale** – April, Ben, Katelynn, and the rest of the staff are still working with NineStar to exchange information and prepare for the closing. April, Ben, and Dan have been working on a water service agreement for the hospital property but it looks like they might simply wait to work out an agreement with NineStar until after close.
- **Stellar Regions** – Our presentation to the State was November 15th. We will find out on December 11th.
- **Weihnachtsmarkt** – The response to the change due to weather was overwhelmingly positive. Basically, we only received one complaint. The streets/ park crew deserve a huge thanks. They worked non-stop preparing for Weihnachtsmarkt, picking up leaves, and salting. Then when we shifted everything to Town Hall several of them, along with Ben himself, stayed overnight to prepare. I cannot say enough good things about how dedicated they've been. Additionally, we were not the only town that cancelled events. Activities were also cancelled in Fishers, Lafayette, Greenfield, and other places. Fortville is the only town I know of that didn't cancel a large part of its activities. By canceling when we did, we were able to save over \$15,000.
- **The Urban Land Institute (ULI) Panel** members should be selected soon. The local team has finalized the list of questions to send to the team and the planning team is meeting December 6th.
- **Buck Creek Trail** – The punch list is complete. We are waiting for INDOT to sign-off and then the Town will be able to take ownership.

- The **Redevelopment Commission** will not meet the rest of the year, unless there is new business.

Water

- Operations are within satisfactory levels at this time.
- Ninestar staff and town staff have been working together an average of two times a week.
- Town Staff, Legal, Ninestar, Wessler, and HRH have been working on the imaging center project to get water service to the site.
- The water utility sale is moving forward. The OUCC part of the process is wrapping up and it's moving into the IURC process.
- Staff is working with the Meadow lakes association to get gas service for the neighborhood pool.

Development & Projects

- Hancock Regional Hospital – Phase I Gateway Water Main RPR (Forthcoming)
 - Last 30 Days – Preconstruction meeting with the Town, Developer, and Contractor took place on October 19th. Wessler reviewed submittals from the Contractor and issued comments. Water main NOI was submitted to IDEM by Hospital's design consultant
 - Next 30 Days – Contractor waiting for 30-day waiting period for IDEM NOI permit to start construction. Wessler is waiting on addition and revised submittals from Contractor. Also waiting on Contractor's schedule to provide estimated fee to Town for RPR services.
- Hancock Regional Hospital – Phase I Gateway Water Main Plan Review
 - Last 30 Days – Wessler reviewed revised drawings and provided comments to design consultant.
 - Next 30 Days – Plan review is complete unless further revisions are made by Hospital's design consultant.

Gem Sanitary

- Ben is continuing work with Triad to evaluate combining the utilities. They have finished data collection necessary for the project. They are meeting Thursday of this week to discuss findings.

Development & Projects

- Stone Ridge Section 4 RPR
 - Last 30 Days – Preconstruction meeting with the Town and Contractor took place on November 16th. Wessler has begun reviewing submittals from the Contractor.
 - Next 30 Days – Construction is slated to kick off the week of December 3rd and be complete before the end of 2018.
- Noelting Estates RPR
 - Last 30 Days – Completed lift station draw down test with Contractor and Developer. Sanitary sewer acceptance letter was sent to Town.
 - Next 30 Days – Project is complete.
- The Overlook Section 3 Plan Review
 - Last 30 Days – Plan review completed by Wessler and comment letter submitted to Town.
 - Next 30 Days – None anticipated.
- Thorp Farms Plan Review
 - Last 30 Days – Plan review completed by Wessler and comment letter submitted to Town.
 - Next 30 Days – None anticipated.
- Meadow Lake Village Section 4 Plan Review
 - Last 30 Days – Plan review completed by Wessler and comment letter submitted to Town.
 - Next 30 Days – None anticipated.

Cumberland Sanitary

- Thieneman has started work for the phosphorus removal project. This project will take several months to complete. It will be completed well ahead of the state mandated timeline.

Development & Projects

- WPCF Phosphorus Removal Project
 - Last 30 Days – Preconstruction video walkthrough. Submittals reviews.
 - Next 30 Days – Continue shop drawing submittal reviews, RPR and CA work
- I&I Study
 - Last 30 Days – All PACP reports and sewer videos have been reviewed and cataloged
 - Next 30 Days – Finalize report with recommendations on where to begin remediation.
- Autumn Woods Section 4 RPR
 - Last 30 Days – Earth Resources finished sanitary sewer and storm sewer installation. Pavement subgrade underwent lime stabilization and proof rolling. Concrete curbs were installed. Proof rolling was completed again prior to asphalt placement. Asphalt base and intermediate courses were placed prior to the cold weather arriving.
 - Next 30 Days – Air, mandrel, and vacuum testing
- Autumn Woods Section 5 RPR (Forthcoming)
 - Preconstruction meeting is slated for 11/29/18 with Town and Contractor
- Autumn Woods Section 5 Plan Review
 - Last 30 Days – Plan review completed by Wessler and comment letter submitted to Town.
 - Next 30 Days – None anticipated.
- Grant's Corner Section 1 Plan Review
 - Last 30 Days – Plan review completed by Wessler and comment letter submitted to Town.
 - Next 30 Days – None anticipated.

Streets

- Ben met with INDOT to go through the construction process for the near \$670,000 in grant funds awarded for roads. The Town is on track to do over a million dollars in road projects in 2019.
- The MPO has selected BF&S to work with on the Cumberland Transportation Master Plan that is being funded through MPO grant money.
- Staff is continuing leaf pickup. They plan to continue through next week and evaluate if they need to keep going at that time.

Parks

- One of the drinking fountains in Lions Park was hit by a car or pulled out by a chain overnight. It was found by CPD and cleaned up by parks staff. The drinking fountain is not salvageable.

Storm Water

- 23 sinkholes have been repaired throughout town in 2018. That is 14 more than last year. We spent about \$13,000 less in repairs by using standard repair techniques and getting more competitive quotes.

Homes under Construction:

- Autumn Woods- 63 homes under construction
- Cobblefield- 1 home under construction

OLD BUSINESS

Ordinance 2018-31, Amending Building Code for Advanced Structural Components

Dan Taylor, Town Attorney

Required by law, this ordinance requires persons desiring to build structures that include advanced structural components (like fiberboard rafters) which burn at a high rate of speed, to disclose that as a part of the building permit application. The building commissioner has 90 days to notify the local emergency responders. These common building materials pose a greater risk to firefighters because they collapse more quickly.

Motion and Second to adopt Ordinance 2018-31, Amending Building Code for Advanced Structural Components
By Bell and Cutshaw. **APPROVED 4 – 0.**

NEW BUSINESS

Introduction of Ordinance 2018-33, Amending Underground & Buried Utility District

Dan Taylor, Town Attorney

This ordinance brings the town into alignment with state law, allowing communication service providers to co-locate on to existing poles to maintain facilities they already have and to build these facilities wherever they want, except for residential areas which require all utilities to be buried underground.

Consideration of ULI Contribution

April Fisher, Town Manager

The Urban Land Institute panel will be coming in January 2019, requiring \$120,000 in funding. NineStar, Greenfield Banking Company & Hancock Hospital are splitting the majority of the cost. Cumberland, McCordsville, New Palestine and Hancock County have each been asked to pay \$10,000.

Motion and Second to accept the Urban Land Institute Contribution
By Bell and Cutshaw. **APPROVED 4 – 0.**

Presentation of HIPPA Annual Report

April Fisher, Town Manager

There have been no HIPPA complaints, and the committee has requested there be no changes for 2019.

Motion and Second to approve the HIPPA Annual Report
By Cutshaw and Bell. **APPROVED 4 – 0.**

Presentation of Internal Controls Annual Report

April Fisher, Town Manager

One change to the Internal Controls policy was made last month. The town has a no cash policy on cash transactions over \$5, except during town events.

Motion and Second to approve the Internal Controls Annual Report
By Bell and Siefker. **APPROVED 4 – 0.**

Presentation of Annual Risk Management Report

April Fisher, Town Manager

The town manager asks that you accept the 2018 Annual Risk Management Report. The Risk Management committee will be meeting in the first quarter of 2019 to discuss whether additional updates need to be made.

Motion and Second to approve the Annual Risk Management Report
By Bell and Cutshaw. **APPROVED 4 – 0.**

COUNCILOR COMMENTS

Council President Pea commended everyone for their efforts surrounding the Weihnachtsmarkt Festival.

FUTURE AGENDA ITEMS

Consideration of Ordinance 2018-33

2018 Bonus Resolution

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.

APPROVED