

CUMBERLAND TOWN COUNCIL

January 16, 2019

Minutes

The meeting was **CALLED TO ORDER** and the **PLEDGE OF ALLEGIANCE** was led by President Joe Siefker.

ROLL CALL was taken by Clerk Treasurer, Erica Salmon. Present were Council President Joe Siefker, Council Vice President Anna Pea, Council Member Brian Gritter, Council Member Nicole Bell and Council Member Aaron Cutshaw. Also Present; Town Manager April Fisher, Director of Public Works Ben Lipps and Attorney Dan Taylor. Minutes were taken by Deputy Clerk-Treasurer Allison Gray.

CONSENT AGENDA

Claims Register

Minutes – January 2, 2019

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

BOARD & COMMISSION APPOINTMENTS

Joe Siefker, Council President

- President Siefker appoints Harrold (Hal) Daniels to the Board of Zoning Appeals.
- President Siefker appoints Kim Gilpin to Board of Police Commissions.

CITIZENS COMMENTS

(none)

STAFF REPORTS

Sugar Creek Fire Department:

- The department did 200 more runs in 2018 than they did in 2017.
- Sugar Creek FD is also currently in a hiring process for firefighter EMTs.

Michael Crooke, Police Chief:

- On Monday night CPD hosted “Knowing Your Parental Rights” forum and had 25 people from the community show up. It was a successful night.
- CPD is trying to complete its end of year report, but is having difficulty due to the partial government shutdown.

April Fisher, Town Manager:

- **CAST** – CAST has officially formed its own 501(c)(3) so fundraising efforts will be easier. They have established board members and will have their official first meeting on February 4th. The mural project is moving along, albeit slowly. We are waiting on a final design on the lighting aspect and a final number for cost so we can formally announce the project and start fundraising. HCCF has already sent a donation of \$2,500 for the mural.
- **ULI** – April and Christine have been busy preparing for the Urban Land Institute Panel. The panel will be here the week of the 14th and we are looking forward to receiving their report.

- **BBB Stage rental update** – Unfortunately the vendor was unable to secure a performance bond. Renee is working with him to secure the same rate for the 2019 BBB season.
- **Dates to know** – Town offices will be closed on January 21st for Martin Luther King Jr. Day. April will be out of the office February 7th – 13th and March 18th – 22nd.
- **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.
- Everett Hodges has been promoted to **Building and Code Enforcement Inspector**. He began on January 7th. Over the next few months will be transitioning residential plan review and inspections in house. He has started doing regular code enforcement.
- Renee has been working to schedule a meet and greet with Belle Tire and town
- Renee has all the bands lined up for 2019 BBB's
- Renee worked with ICC to order a new conference room table and chairs after the large table got broken

Water

- Operations are within satisfactory levels at this time.

Citizens Service Advisory Board

- Citizen's has offered timeslots to for any Member to meet with them individually. If you have questions for citizen's please let Ben know and he will schedule a meeting with them to discuss Town concerns.

Gem Sanitary

- Plant and Lift Station operations are within satisfactory levels.
- Ben is continuing work with Triad to evaluate combining the utilities. They have finished data collection necessary for the project. Ben met with them to discuss different options before finalizing their recommendations.

Cumberland Sanitary

- Plant and Lift Station operations are within satisfactory levels.

Streets

- Ben is working with BF&S to bid out the community crossings projects.
- Ben is working on an application for 2019 community crossings grant. They will have two calls for the grant this year.
- Staff worked all weekend on snow and ice removal. 5 of the staff had not plowed before this event. They were trained prior to the event and given hands on instruction at the start of the storm. We are anticipating more snow/ice this weekend.

Parks

- The Parks Master Plan is moving forward. Sketches and a new draft plan are being completed. Ben has set up a meeting with BDMD to talk about timeline and finishing the plan.

Storm Water

- Katelynn went to the first Hancock County Storm water partnership meeting of the year. They will be hosting a training for contractors to help them understand storm water regulations. This will help them to better understand what's required of them on their projects.
- Katelynn has been monitoring the following homes under construction for storm water quality:
- Homes under Construction:
 - Autumn Woods Section 2 and 3 - 62

Town Financials

101-General Fund

Budgeted \$2,145,000

Expenditures YTD \$2,462,996

201-MVH

Budgeted \$700,000

Expenditures YTD \$1,085,583

202-LRS
 Budgeted \$100,000
 Expenditures YTD \$100,000
204-Parks
 Budgeted \$275,000
 Expenditures YTD \$334,813
213-Police Canine
 Budgeted \$1,500
 Expenditures YTD \$1,000
217-Police Donations/ Scholarship
 Budgeted \$5,000
 Expenditures YTD \$4,236
233-Police Continuing Ed
 Budgeted \$5,000
 Expenditures YTD \$3,770
242-Riverboat
 Budgeted \$30,000
 Expenditures YTD \$30,000
245-Rainy Day
 Budgeted \$50,000
 Expenditures YTD \$50,000
249-Police LOIT
 Budgeted \$525,000
 Expenditures YTD \$485,405
257-LOIT Special Distribution
 Budgeted \$10,084
 Expenditures YTD \$10,084
270-Police Other
 Budgeted \$75,000
 Expenditures YTD \$70,690
444-CEDIT
 Budgeted \$80,000
 Expenditures YTD \$57,519
402-CCD
 Budgeted \$0
 Expenditures YTD \$0

NEW BUSINESS

Resolution 2019-02, Encumbrances

Erica Salmon, Clerk Treasurer

These encumbrances are for services that were completed or substantially completed in 2018, but not yet paid for.

Motion and Second to accept the Resolution 2019-02, Encumbrances
By Gritter and Bell. **APPROVED 5 – 0.**

Gem Utility Sale Update

April Fisher, Town Manager

In the Gem Water Sale, we will be paying off our Junior Water Bond to Steve Reilly. We need to write a certified check to Steve Reilly for the bond payment.

Motion and Second to give the clerk treasurer permission to write the check
to Steve Reilly for the bond payment
By Gritter and Cutshaw. **APPROVED 5 – 0.**

Report on Town Properties for Sale

April Fisher, Town Manager

Several properties along East Washington Street in the town of Cumberland are currently for sale and are available for purchase.

Consideration of Light Change Order

April Fisher, Town Manager

This is a lighting contract with AMPED to finish changing out the lights in Town Hall to LED. \$4,096.

Motion and Second to approve the Light Change Order
By Cutshaw and Bell. **APPROVED 5 – 0.**

Consideration of Resolution 2019-03, Performance Bonuses

April Fisher, Town Manager

This resolution is for Performance Bonuses for Town Manager, Assistant Town Manager, Director of Public Works, Police Chief, Clerk Treasurer.

Motion and Second to approve Resolution 2019-03, Performance Bonuses
By Pea and Bell. **APPROVED 5 – 0.**

Consideration of Resolution 2019-04, Support for Community Crossings Matching Grant

Ben Lipps, Dir. of Public Works

This resolution indicates that the town will pay its 25% match, should a grant be awarded in 2019.

Motion and Second to approve Resolution 2019-04,
Support for Community Crossings Matching Grant
By Pea and Gritter. **APPROVED 5 – 0.**

Consideration of Plow Purchase

Ben Lipps, Dir. of Public Works

Ben received 3 quotes. The Mid-State Trucking Equipment quote was \$5678. Ben recommends the Council approve this amount for the Boss RT3 Super Duty Steel Snowplow.

Motion and Second to approve the Snowplow purchase
By Gritter and Bell. **APPROVED 5 – 0.**

COUNCILOR COMMENTS

- Councilor Bell requested help with illegal parking along Bremerton.
- She also asked about the light requested along East St Joseph. Ben has requested a quote from IPL, and will bring them before council when he gets them.

FUTURE AGENDA ITEMS

CCD Rate Recertification

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.