

CUMBERLAND TOWN COUNCIL

July 1, 2015 at 7:15 pm

Minutes

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

ROLL CALL was taken by Clerk Treasurer, Erica Salmon. Present were Council President Joe Siefker, Vice President, Anna Pea; Council Members Mark Reynold, and Nicole Bell. Council Member Brian Gritter was absent. Also present were Town Manager, Andrew Klinger; Director of Public Works, Steve Yagelski; Director of Planning, Christine Owens; Streets Supervisor Ben Lipps; and Attorney, Dan Taylor. Minutes were taken by Clerk Treasurer, Erica Salmon.

CONSENT AGENDA

Town Council Minutes for June 17th, 2015
Claims Register

Motion and second to approve Consent Agenda
by Pea and Bell. **APPROVED 4-0**

CITIZENS COMMENTS (*Maximum 5 minutes*)

None

STAFF REPORTS

Andrew Klinger, Town Manager

- Staff has completed SWOT analysis survey. A one day retreat will be planned to go over the town's vision and comprehensive plan. We will use the surveys to develop action items.
- Dan Taylor is working on a risk management plan and updating the town code, personnel handbook and HIPPA procedures.
- Personnel reviews will happen this month. Reviews will feed into the budget.
- ACS submitted a quote for work on the Town Hall sign two years ago. ACS confirmed that the quote is still good.
- Cameron Nichols, a junior at Ball State, was hired as an intern. He is working on the website and is helping build the town app. He is also working with Cumberland Arts goes to Market.
- Christine Owens is working with Redevelopment commission to make a tax abatement policy
- Friends of the Hancock County Pency Trail is working to close the gap between Cumberland and Greenfield. They working on getting info to apply for grants. They will hold a meeting July 21st at Washington Village apartments.
- Cumberland Arts goes to Market is August 15th.
- Street Projects have been delayed due to wet weather, work will proceed as soon as weather allows. Crews are out crack sealing etc. We Caution people to slow down in work zones.
- A temporary seasonal position has been filled to help with mowing etc.
- Clerk Treasurer and Town Manager have been working on the 2016 Budget.

OLD BUSINESS

Ben Lipps has done an excellent job in his position for the last year. He is learning budgeting and management skills. At the last meeting Council President recommend that Lipps report directly to Town Manager. Klinger provided an updated organization chart and said he would provide job descriptions in the next meeting. Klinger realized that the custodian was missing from the presented chart. Reynold asked that the date be added to the chart.

Motion and second to approve New Org Chart with addition of the date and custodian
by Reynold and Bell **APPROVED 4-0**

NEW BUSINESS

Budget Calendar Proposal

Andrew Klinger, Town Manager

Budget calendar was provided in the packets. Klinger wants to estimate revenues before we set a bottom line target for each department. We are starting later than we have in past years, but there is still room in the schedule to push some things back and still meet DLGF requirements

COUNCILOR COMMENTS

Reynold addressed the need for public parking. Business owner wanted to put in a brewery, but parking was an issue. An adjacent parcel is potentially up for sale. Reynold would like to explore the possibility of acquiring the property for public parking.

Reynold would like the town to organize some events around next year's States bicentennial. Reynold suggested that the park board form a committee. Council may want to add money in the budget for 2016 for this.

Pea expressed her wish that the budget would include funds for the updating of the pavilion and a splash pad.

Pea stated that the street lights in glen oaks village have peeling paint. Pea has attempted to work out the issue with Duke Energy, but there is some confusion about maintenance responsibility. Pea would like staff to work on a summary of streetlights in the town that outlines maintenance responsibility.

Pea noticed that when the Smith Property owners tied into the sewer cleared out some of the screening. Reynold asked staff to make sure that screening isn't torn out when connecting to the sewer.

Pea would like the town to consider updating our soliciting permits. Johnson County changed theirs to make it more serious if they are soliciting without a permit. Cumberland's fee is substantially lower than other communities.

FUTURE AGENDA ITEMS

- Capital improvement plan
- Sustainability analysis
- Web site presentation

ADJOURNMENT 8:00 pm