

# CUMBERLAND TOWN COUNCIL

December 16<sup>th</sup>, 2015 at 7:00 pm

## Minutes

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

### **ROLL CALL**

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. Also present were Town Manager, April Fisher, Chief of Police, Michael Crooke; Director of Public Works, Steve Yagelski; Director of Planning & Development, Christine Owens; Streets Supervisor Ben Lipps; Director of Communications/Events, Renee Michael. Minutes were taken by Renee Michael.

### **\*CONSENT AGENDA**

- Claims register – (2) claims over \$5,000.00 – Hoosier Tent/Right of Way
- December 2<sup>nd</sup>, 2015 minutes were approved
- Clerk Treasurer Destruction of Records

Motion was entertained to pass the Consent Agenda for December 16<sup>th</sup>, 2015 by Anna Pea, seconded by Brian Gritter – passed 5-0.

### **CITIZENS COMMENTS (*Maximum 5 minutes*)**

*No Citizen Comments*

### **BOARD & COMMISSION APPOINTMENTS**

- Police commissioners – tabled
- HIPAA – There was a committee appointed to handle grievances. Those appointed were Councilors Nicole Bell, Brian Gritter and Town Manager, April Fisher

### **STAFF REPORTS**

- Christine Owens gave her Planning & Development report with updates taking place in her department
- Streets Report was in written format and no questions were raised or directed towards Street Department
- Communication and Events
  - Weihnachtsmarkt awards were presented with a Slide Show of event, slide show put together by Erica Salmon, Clerk Treasurer. Update on event by Renee' Michael Director of Events.

### **OLD BUSINESS**

- Ordinance 2015-15 amending 2015 Salary Ordinance – Motion entertained by Brian Gritter, seconded by Nicole Bell, passed 5-0.
- Ordinance 2015-21 Sanitary Rate Ordinance – Motion entertained by Brian Gritter, seconded by Nicole Bell – passed 5-0.

### **NEW BUSINESS**

- Consideration of Edge IT proposal regarding Surface Pro's for staff not to exceed \$1350.00 per unit minimum asked for was 7 units – can afford 13 units. – Was tabled until January 20<sup>th</sup>, 2016 meeting. The reasons for these units was to cut down on staff time, efficiency, changes/additions to documents, and printing and paper savings.
  - In addition these comments were added by Council;
    - Mark Reynold wants more information on make, model and what this particular device can do.
    - Joe Siefker does not support the device for Council.
    - Anna Pea is in support of the staff having them.
- Introduction of Ordinance 2015-23 Salary Ordinance for 2016 the Council suspended the rules, Brian Gritter entertained the motion, Nicole Bell seconded, motion passed 5-0
- Resolution 2015-13 - ISA IT Contract for the Police Department, Mark Reynold entertained the motion, Brian Gritter seconded, and motion passed 5-0.
- Resolution 2015-14 inter local cooperation, Brian Gritter entertained the motion, Nicole Bell seconded, motion passed 5-0.
- Resolution 2015-15 – Adjusting line items per Clerk Treasurers office. Mark Reynold entertained the motion, Nicole Bell seconded, and motion passed 5-0.
- Resolution 2015-16 Adding appropriation lines for grants & insurance proceeds. Nicole Bell entertained the motion, Brian Gritter seconded, and motion passed 5-0.

#### **COUNCILOR COMMENTS**

- Anna Pea, Council Vice President made a motion to pay stipends to Erica Salmon, Mike Croke, Steve Yagelski, Ben Lipps, Christine Owens and Renee' Michael, seconded by Nicole Bell, motion passed 5-0.

#### **FUTURE AGENDA ITEMS**

Future Agenda Items and tasks for future

- Internal Control Guidelines and Policy
  - Adopt new guidelines
  - Appoint oversight committee
  - Develop policy and conduct training
  - All to be done by June 30<sup>th</sup>, 2016
- Consideration of Edge IT proposal – Surface Pro's
  - Not to exceed \$1350.00 per unit
- RISK Management
- HR Training
- Initiatives
- Cross Connection
- Handbook Distribution
- EMA
- Properties Plus