

KC

TOWN OF ADVANCE

MEETING MINUTES

LOCATION: ADVANCE TOWN HALL

June 18, 2019

7:00 PM

112 N. Main – P. O. Box 67 Advance, IN 46102 Phone: (765) 676-6611 – Fax (765) 676-6696

Email: advanceCT@townofadvance.com

Council Members: Matt Johnson, Melody Fry, Dale Thompson, and Jim Caldwell

Clerk Treasurer – Shari Johnson

Marshal: Brad Thomas

Attendees: Council Members: President Johnson Melody Fry, and Jim Caldwell

Marshal: Brad Thomas

Clerk-Treasurer: Shari Johnson

Others in attendance: Dan Bewley, Ed Charleton, Bill Stombaugh, Keith Cromwell, Jeff Hopper, Nancy Hopper, Joe Watts, Shannon McLeod, Gary Ladd, Melinda Turner and Jeanie Stombaugh.

President Johnson called to order the Council Meeting at 7:00 p.m.

Pledge of Allegiance

Rules of Order

President Johnson closed the Council meeting, and opened the Public Hearing for the WWTP Improvement.

Shannon McLeod, Grant Administrator with Priority Project Resources, gave a background of her business and what the Town is seeking. The Town is working to receive a \$700,000 grant through OCRA to apply to the WWTP Project.

Gary Ladd, town engineer, spoke about the project scope and why improvements are needed. The plant is dilapidated and many improvements are needed such as the holding tank (cited in 2014), sludge drying bed, chlorine tank, clarifiers and the control panels in addition to a plethora of other issues discussed on report.

The plant needs to have more flow instead of backing up. The pump should be flowing at 100 gallons per minutes and is only pumping 50-60 gallons per minute. The estimated costs for improvements are \$1,484,000.

CT questioned that the Ultra Violet would save the town on dechlorination tablets and Mr. Ladd stated it would.

Ms. McLeod stated the grant application is due June 28th, 2019 and awards will be announced August 15, 2019. She stated the application does show a financial and physical need. Rates will be recalculated to cover the loan costs.

CT Johnson questioned about the SRF Funds and if those were grant funds or borrowed funds. Ms. McLeod stated \$784,000 would be requested from SRF as forgiven loan. Steve Brock, the Town's financial advisor is working on that portion of the grant/loan.

Councilman Caldwell questioned the income survey and where the Town stood. Ms. McLeod advised 62.5% of the Town is in the low to moderate income level and will help the Town's case for the need of funds.

Ms. McLeod requested those present to state a positive note towards the project. Melinda Turner questioned if the income survey was in a poverty level. Ms. McLeod advised the report was a range. Ms. Turner advised a fixed income to cover living expenses would be a hardship.

Councilman Caldwell questioned if improvements would accommodate more waste to the plant. Mr. Ladd stated that the Town is limited to capacity because of the size of the system that was installed.

Ms. McLeod questioned if there had been issues with backups of sewage. Keith Cromwell stated that the Advance Christian Church has backups and the carpet has needed to be replaced several times. He also stated that the levels would rise.

Bill Stombaugh, resident, stated gurgling does happen at their house and Jeanie Stombaugh stated backups occur in their basement.

CT Johnson requested the Stombaughs put in writing a statement speaking to the issues they handle due to the sewer issues.

A question was posed if other issues are found once repairs begin. Ms. McLeod advised if there is money left at the end it could be reviewed. Councilman Caldwell stated that work was done in previous years, but no documentation was saved.

CT Johnson stated she attended an Alliance training and part of receiving funds from SRF is the Town has an Asset Management Plan in place for water and sewer. Ms. McLeod stated this plan must be done before the final draw of the loan.

Councilwoman Fry made a motion to close the public hearing. Councilman Caldwell seconded. All in favor, motion passed.

President Johnson re-opened the regular Council meeting.

President Johnson read Bond Ordinance 2019-02 synopsis covering Bond proceeds, Bond parameters, repayment dates and streams, flow of funds, Bond sale, provisions of the Bond and

Bond form. The Bond will be closing at a later date. The Bond Council will post. A rate ordinance will be considered.

Councilman Caldwell made a motion to suspend the rules and consider Ordinance 2019-02 on its first reading. Councilwoman Fry seconded. All in favor, motion passed.

Councilman Caldwell made a motion to approve the Bond Ordinance 2019-02. Councilwoman Fry seconded. All in favor, motion passed.

Councilwoman Fry made a motion for the Town Council President to sign the Financial Assistance Agreement. Councilman Caldwell seconded. All in favor, motion passed.

President Johnson read the Fair Housing Ordinance 2019-03. Ms. McLeod explained the Fair Housing Ordinance and stated that the Town will not discriminate and will listen to any complaints.

Councilman Caldwell made a motion to suspend the rules and consider the Fair Housing Ordinance 2019-03 on its first reading. Councilwoman Fry seconded. All in favor, motion passed.

Councilwoman Fry made a motion to approve the Fair Housing Ordinance 2019-03. Councilman Caldwell seconded. All in favor, motion passed.

Councilman Caldwell made a motion to approve Heather James with Ice Miller as the Town's Bond Attorney. Councilwoman Fry seconded. All in favor, motion passed.

Ms. McLeod read Resolution 2019-03.

Councilman Caldwell made a motion to suspend the second reading of Resolution 2019-03, Authorizing the application submission and Local Match agreement. Councilwoman Fry seconded. All in favor, motion passed.

Councilman Caldwell made a motion to approve Resolution 2019-03. Councilwoman Fry seconded. All in favor, motion passed.

Ms. McLeod read Resolution 2019-04.

Councilwoman Fry made a motion to suspend the rules and consider Resolution 2019-04, Intent to Borrow Funds, and consider it on its first reading. Councilman Caldwell seconded. All in favor, motion passed.

Councilwoman Fry made a motion to approve Resolution 2019-04. Councilman Caldwell seconded. All in favor, motion passed.

Ms. McLeod explained the Four Factor Analysis. Before SRF/OCRA grant can be submitted, the town would determine if enough of the population would be needed to advertise in other languages or need an interpreter.

Councilwoman Fry made a motion to approve the Four Factor Analysis. Councilman Caldwell seconded. All in favor, motion passed.

Councilwoman Fry made a motion to approve the Authorization of Submission and for President Johnson to sign all applicable forms. Councilman Caldwell seconded. All in favor, motion passed.

Councilman Caldwell stated that he did not want rates to rise and due to problems created by the previous board, the Town must have work done. In addition, the Town has been cited the last two audits and work must be done.

Discussion ensued.

If the project is not funded on this cycle, the next funding cycle is in November. Ms. McLeod stated that costs are going up since the last evaluation in 2014. Councilwoman Fry stated work must be done and it isn't a popular decision. This Council is working to improve the entire town. Ms. McLeod explained that the project is all or none and the town needs the financing to make it happen.

Discussion ensued.

Shannon advised SRF needs to review the engineering agreement because Mr. Ladd needs to get moving on the schedule/bidding

Councilman Caldwell made a motion to approve the Engineering Services Agreement with Gary Ladd pending SRF approval. Councilwoman Fry seconded. All in favor, motion passed.

Steve Carter from Mike Braun's office as a Senior Advisor addressed the Council. He thanked the Council for their work impacting future generations. Their office is available and they encourage the Council to reach out. Discussion ensued.

Councilman Caldwell made a motion to approve the meeting minutes from the May 13, 2019 Council Meeting. Councilman Thompson seconded. All in favor, motion passed.

Councilwoman Fry made a motion to accept the Special Meeting Minutes from May 28, 2019 meeting. Councilman Caldwell seconded. All in favor, motion passed.

UMAC – Troy Elless read the report:

For the month of May 2019 969,000 gallons of water were pumped and 705,893 gallons were billed leaving a difference of 263,107 gallons or 27% water loss. The annual drinking water report was completed and to be distributed.

The skirting was installed and is working well. Jamestown helped lend a hand with dumping waste saving the Town money and time.

Discussion ensued.

A leak was found Friday on the Water Tower and not sure if there is a weld or seam issue. The estimate to repair is \$8500.00.

Councilman Caldwell made a motion to pay \$8500.00 for the Water Tower repair and approve President Johnson to approve any costs above the \$8500.00. Councilwoman Fry seconded. All in favor, motion passed.

Police – Marshal Thomas:

Marshal Thomas stated there were 19 runs in May, 8 were dog related, 2 gas leaks, park and warrants issued. APD assisted Lafayette on a police search warrant.

The charger was traded in for training (300-400 hours) at the police academy.

The new Tahoe will have decals made soon and maintenance has been completed.

Henry Maye began working and his uniform is in and a vest has been ordered.

M. Thomas stated that police time off needs to be written differently than for other employees. He stated that a police work week should be flexed in hours. He did state that DOL has exemptions for units that have less than 5 employees. M. Thomas stated police policies were written and would like them to be adopted.

Councilman Caldwell stated M. Thomas's time should be able to be flexed.

CT Johnson stated that holiday carry-overs need to be used within a certain timeframe and that police policies for timecards needs to be in the manual so the CT knows how to handle.

Councilman Caldwell stated the handbook needs to be updated.

President Johnson stated his concern is Advance is a small town with a small budget and the Town can't carry over from year to year and that the Town has the coverage it needs.

CT needs to look over funds and what the prior use was to make money accessible. M. Thomas stated that money needs to be encumbered for a new vehicle.

CT Johnson advised M. Thomas a meeting needs to be had to discuss budget. President Johnson stated a Code Enforcement meeting needs to be held in July.

Clerk-Treasurer – Shari Johnson:

No comments were presented on Fund or appropriation reports. On the Fund Report, the water utility is close to being out of the red and the sewer report is skewed due to the skirting installation not being paid yet.

Councilwoman Fry made a motion to approve the CT adjustments for -\$157.45. Councilman Caldwell abstained due to the AVFD adjustment. President Johnson seconded. Motion passed.

CT discussed CCMG and that she will most likely enter the next funding cycle this year.

ADA is being reviewed by Dax Norton.

Councilman Caldwell stated that CCMG should have sidewalks included and residents need to quit parking on the sidewalks and stated no parking signs need to be placed on the streets.

Discussion ensued.

T.M. Wells would be coming to the Town on the 20th to review for Ledgers and training with Alliance was attended.

Hopper – President Johnson read the report:

In the month of May line locates were done. Weed spraying, mowing and pumping at Sewer Plant and Lift Stations were done. Locates were done at bridge. Utility disconnects and reconnects were completed.

Upcoming jobs are to put stone at edge of blacktop streets, septic pumping, sump pump at Town Hall, move sign and change a meter pit.

Councilwoman Fry made a motion to approve Hopper invoices of \$7920.00 and \$3610.00 for pumping of Sewer Plant and Lift Stations for skirting installation as cost was above original approved amount. Councilman Caldwell seconded. All in favor, motion passed.

IMPA/ISC – President Johnson read report:

In the month of May 3 requests were completed including tree trimmed and fixing low hanging wires. No poles were replaced in May as well as no outages. The system inventory has been completed. A suggested fee was presented to Century Link and a reply is awaited.

No commissioners report to present.

Park – Dan Bewley:

Mr. Bewley advised he had three areas to report; replacing sign to park, Amy Hemmerling with Boone EDC to assist with writing a grant for the Solid Waste Management and installation of a security system at the park.

President Johnson proposed to the Council that the Council share the cost of a security system installation. Councilwoman Fry made a motion to pay ½ of a security system for the park using CCI Funds of \$2500.00 and approve a quote from Securall Tech for \$5977.00. Councilman Caldwell seconded. All in favor, motion passed.

The grant Ms. Hemmerling is assisting the park would be payable in 2020. CT Johnson advised the Park board to match the grant and write in budget for 2020.

Fire – Keith Cromwell:

For the month of May the Fire Department had 2 fire alarms, 4 EMS runs, 2 Maz-Mat and 3 MVAs. The tanker report was completed.

Claims:

Councilman Caldwell made a motion to approve the claims for June 18, 2019 claims in the amount of \$142,005.61. Councilwoman Fry seconded. All in favor, motion passed.

Old Business:

ITRON agreement is still pending and ICloud are still pending.

Employee Handbook recommendations were tabled.

New Business:

Ed Charleton reported for WAM for May.

The computer center was completed as well as the awning installation. The library box at the bus stop is to be installed.

Upcoming events are a Community Safety and Health Day/Public and Safety Day giving away smoke detectors. Tornado/evacuation plans are being completed.

CT Johnson stated a key pad on the door would need to be reviewed and she needed to go through files to get so that a floor jack could be installed.

Councilman Caldwell made a motion for WAM to secure their own propane tank, and pay the Town \$800.00 in overage cost of the propane utility as of March 2019. Councilwoman Fry seconded. All in favor, motion passed.

Mr. Charleton requested to upgrade the electrical service to WAM from 100 AMPS to 200 AMPS. Councilman Caldwell made a motion to approve WAM to upgrade service to 200 AMPS to meet their needs. Councilwoman Fry seconded. All in favor, motion passed.

Councilman Caldwell advised WAM did not need to make a monthly report at the Council meetings unless WAM was wanted to bring items for the Council to consider per the lease if requesting changes to the building.

Councilman Caldwell made a motion that WAM would not have to pay Water or Wastewater charges as the minimums were rarely met. Councilwoman Fry seconded. All in favor, motion passed.


Billing Disputes:

No disputes were presented.

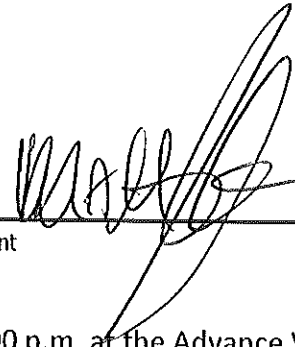
Request to Speak:

No requests to speak were presented.

Councilwoman Fry made a motion to adjourn the meeting. Councilman Caldwell seconded. All in favor, motion passed. Meeting adjourned at 21:14.

X 

Clerk Treasurer

X 

President

The next Council meeting is scheduled for July 8, 2019 at 7:00 p.m. at the Advance Volunteer Fire Department, 106 E. Wall St., Advance, IN.