

*Don
Coffey*

TOWN OF ADVANCE

MEETING MINUTES

LOCATION: ADVANCE TOWN HALL

May 22, 2018

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, President, Melody Fry, Dale Thompson, and Jim Caldwell

Clerk Treasurer – Shari Johnson

Marshal: Brad Thomas

Attendees: Council Members: Melody Fry, Dale Thompson, and Jim Caldwell

Marshal: Brad Thomas

Clerk-Treasurer: Shari Johnson

Others in attendance: David Gregory, Jeff Hopper, Dan Bewley, Lisa Henry, Nancy Hopper, Keith Cromwell, Rick Combs and Troy Elless

Councilwoman Fry called to order the Council Meeting at 7:00 p.m.

Pledge of Allegiance

Rules of Order

Councilman Thompson made a motion to approve the meeting minutes from the April 9, 2018 Meeting. Councilman Caldwell seconded. All in favor, motion passed.

Police – Brad Thomas, Marshall

Marshall Thomas thanked the Council for the opportunity to attend the conference in Colorado and had the opportunity to do a lot of networking.

WAM – We All Matter is the name of the after school program. \$15,000 worth of grants were awarded to the program with \$10,000 from the Community Foundation and \$5,000 from REMC.

Funds for the youth program are being run through Old Union Church with \$3000.00 now in their account as a non-for-profit. Kiwanis in Thorntown requested Marshall Thomas to speak at their meeting.

On June 6th, a zip line will be run for kids with good grades. The schools gave permission for grades to be reviewed for the zip line. Grades will be compared from semester to semester. Also, a four day boot camp will be run.

FOP will be donating a Defibrillator for the new police car. The monies donated for the defibrillator was requested to be used for the zip-line and a new laptop for the police car. CT Johnson stated that the Council approved in November that the funds could be used for other police department needs. CT Johnson requested Marshall Thomas meet with her about appropriations.

The decals for the police truck were donated costing \$2,500.00. The sheriff's department verbally committed \$2,000.00 towards a body camera.

CT Johnson questioned the liability insurance for the zip-line and Marshall Thomas stated the zip-line company would provide.

CT Johnson discussed labor laws regarding law enforcement and the town would be exempt from the labor laws due to the police department having less than five police officers.

Clerk-Treasurer – President Johnson

No comments were presented on Fund or Appropriation reports. Once April is reconciled, the water fund should be in better standing with INDOT reimbursement for the SR 75 project.

Councilman Caldwell made a motion to approve the adjustments in the amount of \$157.45. Councilman Thompson seconded. All in favor, motion passed.

CT Johnson shared the audit comments and her replies and that the audit is now available on-line.

Internal Controls are still being worked on as well as CAP replies for audit repeat findings. If audit comments are found more than twice in audits, then CT Johnson explained she would have to answer to a board as to why the finding is still happening.

CT Johnson requested suggestions from the Council for complaints against Ray's Trash. Discussion ensued. Councilman Thompson suggested the Town not having trash service and everyone doing their own. CT Johnson stated that when Smith's carried the contract, there were no complaints.

Discussion ensued.

CT Johnson advised the office would be closed on July 3rd, as the 4th the office is closed.

CT Johnson also advised that claims need to be presented 5 days before the Council meeting to pay and that copies of the budget for 2018 that everyone approved were available. She also requested if everyone has needs such as copying or faxing to please be considerate of the Clerk's office work flow, and her office will accommodate everyone's requests.

UMAC- Troy Elless gave report

Water loss for April was 392,000 gallons at 35% loss. Mr. Elless hopes construction on 75 will find many leaks.

Mr. Elless explained the Cross Connection Ordinance requested to have by IDEM. This Ordinance protects customers from foreign matters coming back on the resident's water. The main concerns are schools and Co-Alliance and they must submit back flow reports.

Hydrants were flushed in April and the Consumer Confidence report was completed and will be mailed by the CT's office.

Councilman Thompson questioned why the water loss was so high and that would be reviewed.

Peerless Midwest would be conducting a flow test.

Mr. Elless stated he had spoken with Gary Ladd, Town engineer, and several companies were contacted regarding the skirting and no quotes could be obtained. Councilman Thompson stated he would look at the skirting with Mr. Elless.

Mr. Elless is responding to violations.

With increase rain, the infiltration has been hard for the plant to handle. Our plant handles 30,000 gallon flows, and flows have been much higher. The Town needs a plan to improve and a plan for the I & I and will meet with Mr. Ladd.

Councilman Caldwell was still adamant against raising sewer rates.

ISC – Councilwoman Fry read report

Two service requests were completed and two poles were placed in April on Roark. One emergency request was completed as well as several power outages.

Tree trimming will begin in late May. By the end of 2018, Advance should have a tree-free electrical system.

Hopper – Keith Cromwell presented report

Mr. Cromwell stated that septic pumping needed to continue. Councilman Thompson said to begin pumping.

Work completed were leaks, water turned on and off, mowing and septic pumping.

The Ed – Rider from IMPA will be reintroduced in June.

The Hydrant Meter Policy is being held over until June for re-publication of the Public Hearing.

Councilman Caldwell gave an update on the Solar Park. The panels will be delivered by June 1st. The easement was being updated by legal counsel and to be presented. Abatements will be requested and to move forward.

Mr. Cromwell questioned why there are three padlocks at the Water Tower and CT Johnson wanted to make sure that everyone had access/key to get in.

Park – Dan Bewley

Mr. Bewley stated the parks department is receiving BIDs for restroom completion and items in restroom were disposed of.

The Jamestown Legion donated tables and chairs to the Parks Department.

Trash was picked up at the park by Hoppers from vandalism.

Councilman Caldwell requested a completion date of the restroom. Mr. Bewley stated there was no date, but everything was ready to go.

Councilwoman Fry read a suggestion of Deputy Kellogg that the shingles in the garage be donated to Habitat for Humanity. Marshall Thomas advised he would contact Habitat.

Fire – Keith Cromwell presented

For the month of April there were 7 EMS, 1 MVAs, 2 Fires, 2 Alarms and one person locked in car.

Councilman Caldwell discussed ISO ratings.

Claims:

Councilman Thompson made a motion to approve the claims for May 22, 2018 in the amount of \$82,461.30. Councilman Caldwell seconded. All in favor, motion passed.

Old Business:

Changes to the Employee Handbook were tabled.

Employee Insurance Stipend was tabled. CT Johnson stated that in February, insurance was dropped due to only one employee needing insurance. She reviewed stipends and she is ineligible for any changes in the salary ordinance. Marshall Thomas expressed that his insurance costs were increasing by \$500.00 due to his insurance changing in August. CT Johnson requested documentation be presented for the Council to review for Marshall Thomas and that this year the funds would be available for a stipend for Marshall Thomas. However, because Marshall Thomas is strictly out of the General Fund, insurance would need to be reviewed before January 2019.

Councilwoman Fry stated a meeting will be held on Wednesday May 23rd, at the AVFD at 6:00 p.m. to answer resident's questions.

CT Johnson stated that only one appraisal had been obtained for the bailing at sewer plant. Discussion ensued.

Code Enforcement infraction letters to be sent with letters being written by President Johnson and mailed by June 15th. Complaints about properties have been made to the Health Department. CT Johnson questioned who would be monitoring code enforcement and Councilman Caldwell stated that would be Marshall Thomas' responsibility. Letters for mowing would be mailed out by CT.

Councilman Caldwell stated that the Police Department Standard Operating Procedure had been reviewed and made a motion to approve APD's SOPs. Councilman Thompson seconded. All in favor, motion passed.

Councilman Caldwell declared the section from Oak to Ash Street be a road and made a motion to declare. Councilman Thompson seconded. All in favor, motion passed.

CT Johnson stated that Amy Noonung, legal counsel, was reviewing.

Councilwoman Fry read Ordinance 02-2018: An Ordinance to Protect the Advance Public Water System from Contamination Due to Backflow of Contaminants Through a Water Service Connection into the Public Water System.

Councilman Thompson made a motion to suspend the rules of adoption and consider Ordinance 02-2018 on its first reading. Councilman Caldwell seconded. All in favor, motion passed.

Councilman Thompson made a motion to approve Ordinance 02-2018. Councilman Caldwell seconded. All in favor, motion passed.

New Business:

Councilman Thompson made a motion for Hoppers to purchase additional flags for empty poles along 75 for \$20.00 each. Councilman Caldwell seconded. All in favor, motion passed.

Councilman Caldwell discussed repairs needed on bathroom, stairwell and column of the Town building.

Councilman Caldwell made a motion to approve the estimate from Josh Ford for \$1950.00, Alec Maxwell for \$1000.00 and Jeremy Babyak for \$2600.00. Councilman Thompson seconded. All in favor, motion passed.

Discussion of what work will be completed by Marshall Thomas for the conservation club. An agreement for the grant is being written by legal counsel and a lease for that part of the building. CT Johnson stated the upstairs could be utilized for other events. Marshall Thomas stated the group might want exclusive use of the Town building and CT Johnson stated that would be lost revenue for the Town.

Discussion was held in regards to Calumet utilizing the empty gravel lot at Wall and 75 to house equipment when not in use during the INDOT project and Councilman Thompson stated he would prefer equipment be stored at utility building and not the empty lot.

Councilman Caldwell made a motion for IMPA to house solar panels at the water tower temporarily until installation. Councilman Caldwell seconded. All in favor, motion passed.

Councilman Caldwell made a motion to surplus lab equipment. Councilman Thompson seconded. All in favor, motion passed.

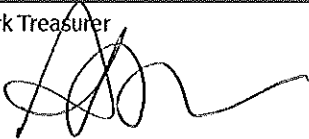
Billing Disputes

No billing disputes presented.

Councilman Thompson made a motion to adjourn the meeting. Councilman Caldwell seconded. All in favor, motion passed. Meeting adjourned at 20:33.

X

Clerk Treasurer



X

President

