

Minutes and proceedings of the meeting of the Town Council of the Town of Hope, Indiana.

Be it remembered that the Town Council of the Town of Hope, Indiana held called meeting at the Hope Town Hall in said town at 7:00 p.m. on November 17, 2014.

A quorum was declared present based on the presence of the following council members: Paula Pollitt (President), Jonathan Titus (Vice-President), Tim Shoaf and Jerry Bragg. Clerk Treasurer, Diane Burton was also present. Absent Greg Sims

The meeting opened with the Pledge of Allegiance by Paula Pollitt and a prayer by Jonathan Titus.

APPROVAL OF THE MINUTES FROM 10/6/14

Jonathan made a motion for the approval of the minutes. Jerry seconded. Motion carries 4/0.

APPROVAL OF THE CLAIMS

Jonathan made a motion for the approval of the claims. Tim seconded. Motion carries 4/0.

OLD BUSINESS

Project Reports

Police Vehicle Equipment Grant

Trena Carter stated all information has been received for the Police Vehicle Equipment. I will be copying that and sending it to the USDA Rural Development.

Town Hall – Cummins Engine Foundation Architectural Program

Trena stated understand that you want to move forward with getting procurement for Engineers/Architects for Town Hall. I know I shared this with Mel and she shared it with you and I printed those out - The Cummins Foundation Qualifications - what you need to do to request to be considered for the Cummins Engine Foundation Architectural Program. I brought copies tonight so I'm going to leave these with you and come to the Working Session so we can talk about this informally.

Place Based Investment

Trena stated believe you have the information from Michael Dean regarding the quotes for the clock. We have delayed receipt of the quotes until the remainder of the work is done on the square. It is to be delayed two weeks, until the next working session. We ask that quotes be here at 4:00 the day of the Working Session with them being open until 5:30 or as soon thereafter as regular business allows. There was an issue with one of the contractors. His concrete subcontractor bailed on him over the weekend so that gives him an opportunity to resource that out. This morning we sent out an addendum for requests for a quote for all of those basically delaying it for two weeks. It was sent to all of those that had received an initial request for a quote. As far as the quotes on the clock, I don't know how you want to handle that. We have the funding lined up or we can postpone that until the next meeting. Michael Dean has sent out requests for quotes from 5 or 6 companies.

Town Clock

Michael Dean was asked by Trena what it meant that it does not meet stated UL? Michael indicated he had specifications that he sent the guys and one was height restrictions. The one you see on there, East Bay, exceeds that by 3'. There is a UL listing that one of the companies suggested that would withstand weather conditions for the complete clock not just the components inside the clock, which I think we should require. Shipping was a concern. There was only one company that met all of the requirements. A company in Indianapolis, The Street Scape, refused to quote it. The Council will take it under advisement. By the end of the year they want to have all the quotes received and determine how we are going to proceed in the spring.

It takes approximately 60 days to build the clock so the sooner we make a decision the better. We want to make a decision in January so that we can award the contract. Tim asked which company Michael Dean was recommending and he indicated Verdin in Cincinnati. The Verdin Company indicated that once the clock is received that an electrician should be able to install it. If you have issues installing they have maintenance guys that will talk them through it over the phone.

Town Water Improvements Project

Trena stated she wanted to go ahead and appoint the Public Hearing officer and Environmental Review Officer for the CDBG portion of the project so that way once we begin the process I can work with the state revolving fund crew or whatever needs to happen to make sure we meet the criteria for the grant.

Tim made a motion to make Trena Carter the Public Hearing Officer and Environmental Review Officer in regards to the Hope Water Systems Improvement Project to be funded through Indiana Office of Admissions. Jonathan seconded. Motion carries 4/0. Trena stated we will work with Strand.

Steve Robertson indicated that contractually we owe you 7 copies of the PER report. Council decided to send it in to apply to SRF for funding. We found out late last week from SRF that there has to be action taken by the Council that someone can sign that application so that's why you have two things. One of them is a letter that is the transmittal for the application. The first one is the resolution giving you the power to sign so we can send it to SRF. There has to be an action that someone has to sign the application. Trena stated she was looking at the part 4.05 Alternative for All Projects. My question becomes, I know we discussed it briefly, but I want to make sure we are all on the same page, that Strand, based on the solicitation that was done for the Planning Grant, they can be the agent that is the engineer for the town for this project. I want to make sure we are all on the same page for the SRF application. Steve indicated that she needs to clarify when they go for the OCRA grant that that's acceptable or if the town has to solicit engineering, but if they pay Strand, and I'm making some assumptions here. We talked to SRF about this, if the town elects to, you can hire us to do the engineering and pay us out of the SRF loan. We would do the construction out of the OCRA Grant. If you do it that way you don't have to solicit another engineering firm. You use the OCRA money for construction only and the SRF money for engineering and then your portion of the construction. That's what the lady at SRF, Shelly Love, told us. Right now we are just sending in the application, the Council meets and decides if you want to send it out and solicit for engineering or you can hire Strand and pay us out of the SRF monies. Tim asked if SRF does not require us to get quotes for the engineering. Steve stated that SRF says you got the engineering quotes for the PER and that's an acceptable method to them for their paperwork, their loan. Trena indicated it would be a continuation or an addition to their

contract to prepare the PER and that would be sufficient for them as far as procurement. Steve indicated that there is no need to talk about engineering at this time because there will be no need to discuss engineering if you don't get funding. Send to SRF to see if you can get it approved before discussion to see if you have funding. OCRA looks at project specific. SRF looks at the entire project. Paula read Resolution 2014-11.

Jonathan made a motion to adopt Resolution 2014-11. Tim seconded. Trena clarified you have to apply for the entire amount. Steve confirmed. You can reduce the amount once it has been awarded but you can't increase it. **Motion carries 4/0.**

Paula read & signed the letter requesting funding. Tim stated regardless if we do the project, we need to do a rate study. Trena indicated that a rate consultant can look at various scenarios for you. Steve indicated that they can also look at your operating costs and tell you if you don't do the project whether or not you are bringing in enough money to pay for what's going on and they will look at the projects that are not part of this PDR, painting the water tower, equipment costs and they will take that all into account. Most recommendations are that this is not something you should spread out. You should do it every 7-10 years to make sure you are not losing money and that you are planning ahead and setting a budget. This would go towards that. Trena has the name of some firms. We do it but we would prefer that you go ahead and put it out there and then give us the opportunity too because you want to get the best "bang for your buck". They will look at all your books. They are not engineers, they are mostly CPA's. They look at it from an accounting standpoint, not an engineering standpoint. Trena asked if we should put this on hold until we get the results of SRF funding. Tim confirmed. Steve stated if you are going to change rate, Trena has to know that before she sends the OCRA application. Trena stated the proposal would go in no later than March and the full application would go in no later than May. Tim suggested we get names so we can start the solicitation process. Trena will get the council names to Mel by December. Tim said we need a trigger every so often to remind us so we don't forget. Trena said some people have an incremental increase built into their rate ordinance and every 5 years they are to look at it again. Tim stated that Randy did that on his comprehensive plan and it was a good trigger to have. Steve will get Trena info from Brown County.

David Clouse indicated that Eastern Bartholomew Water had a \$.02/thousand increase that we passed on to the November billing. I couldn't reconcile the Eastern Bartholomew bill so I called down there and she said all customers got a decrease and ours went down \$.02 so it's back down to where it was three months ago. Does Debbie adjust the computer again back to where it was? This will affect the average bill payer \$.10 - \$.12 per month. Diane asked if there was ever an increase in our billing. David said that because of the amount of time it took to change the billing that we actually lost money so he wants to know if we leave it where it is or do we make the adjustment? Tim indicated that he felt if it goes up we make the adjustment and if it goes down we make the adjustment. Paula indicated she felt we should leave it the same. It's not a tracking. It was decided that it will be discussed at the Working Session.

Fire Department

Bruce Neal gave the October report which is as follows:

Town/Township Runs – 18

In town – 15/Ambulance Assist – 7/No Fire related runs.

Township – 15 responded 3 times/6 ambulance assists/1 fire
Dispatched out five times today.

Salary Ordinance-second reading

Cindy Boll asked Diane if she had any changes. Diane explained the changes that she had made per the request of the council at the last meeting. The council reviewed the ordinance.

Jonathan made motion to approve Ordinance 2014-06. Tim seconded. Motion carries 4/0.

Shelter House Policy Ordinance-second reading

Cindy Boll stated you should have received an email reformatting it. It includes a \$25 user fee for Non-residents for the Town of Hope and Flatrock Hawcreek School Corporation area. Cindy read the ordinance 2014-08. Paula asked how it will be enforced. Tim made suggestions to change wording to say "for non-residents of Flat Rock and Hawk Creek Townships". Corrections will be made and presented for second reading at the Working Session.

Verizon Agreement Update

Cindy Boll stated she hasn't heard anything. She sent a follow-up request and got a reply that it's held up in legal. Steve had lengthy conversation with second contact person, Jason. He is still not grasping the information. It's in the hands of the legal department. Cindy is going to follow up with Verizon.

NEW BUSINESS

Amend Unsafe Building Ordinance – First Reading

Cindy Boll stated it needs fine tuning. Unsafe Building Fund has been established due to needing a place to put money from selling property. This is a Stop Gap Amendment that establishes an Unsafe Building Fund under our existing Unsafe Building Ordinance so the State Board of Accounts will not hold up any transaction of the Elm Street property. Tim asked if we could spend money out of that account to clean up the property and then put it back. Cindy read section 7-113. This will be presented for a second reading at the Working Session. Mel and Cindy have discussed how the Elm Street property needs to be sold.

Resolution to Transfer Funds

Diane read Resolution 2014-10. The resolution was to transfer money from Edit Fund Fica/Medicare in the amount of \$300 to Edit Fund Health Insurance in the amount of \$100 & Edit Fund Unemployment in the amount of \$200. Diane reminded them that we did a transfer of fund back in July when Mel came onboard. These were oversights on my part. I was thinking she wasn't going to participate in the health insurance but I didn't think of short term disability, so this portion is for her short term disability which kicked in after 90 days. The workforce development usually that's the first part of the year but she wasn't here the first part of the year when quarterly taxes were done, that's to cover that for two quarters. **Jonathan made motion to approve Resolution 2014-10. Jerry seconded. Motion carries 4/0.**

EDIT Committee Report

Tim Shoaf said they had a request from the Yellow Trail Museum for Christmas of Yesteryear. The request was greatly reduced. Mel did some guidance with them and they have corporate sponsorships

to take care of the greatest part of it but they are requesting \$400 for Greenery swags & bows. **Motion carries 4/0.**

We had a request from Heritage of Hope. The Star Journal building was rented by Star Journal and with Larry's demise it left a vacancy and he sub-let to a lot of places. Left things in limbo and need time to recoup. We want to get the Visitors Center up and going. Between what the sub-lets are bringing in what the rent is with the utilities, we are looking at some money just to keep it up and going for six months until we can fill the void where the Star Journal was. Request is to not exceed \$8,823.00. Total will be determined by actual receipts. Heritage of Hope is willing to act as the receiver to keep things going. **Motion carries 4/0.** Tim acknowledge appreciation to Heritage of Hope for administrating the job.

Sale of Elm Street Property

Mel Fox is in conversation with Cindy on process and what we need to do to move forward. I will have more information to present at the Working Session.

Time Change for Town Council Meeting

Mel Fox did a survey through email and the majority stated 5:30. Mel recommend that we have our Town Council Meeting at 5:30 for 3 or 4 months beginning in January before the ordinance is changed to make sure this doesn't pose a hardship for anyone. This time worked for all the council members. This time will be stated at the organization meeting which will be at the Working Session.

Cigarette Butt Holders and Signs

Mel Fox would like to order ten yellow cigarette butt containers by the Hispanic restaurant and liquor store. She is requesting \$328.15 to buy signs that say "Please Do Not Throw Cigarette Butts on the Ground". Mel feels like we are making progress. Mel stated that the May family is going to donate the first bench in honor of the May Family. We are working on getting enough donations to do one for Larry Simpson. The council agreed on the containers.

QUESTIONS/COMMENTS ABOUT SUBMITTED REPORTS

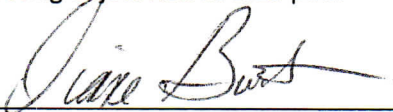
*A Police, Animal Control, Utilities and Town Manager's report has been given to the council prior to the meeting to review and kept on file at the Clerk Treasurer's Office.

David stated that the company they are purchasing the new salt spreader from has agreed to give them a \$200 credit for turning in the old salt spreader. Committee agreed to trade in.

PUBLIC COMMENT

Bruce stated I think it's great that the town is coming around and picking up the leaves from his neighbor's yard. Thank you!

Meeting adjourned at 8:13 p.m.



Attest

Jonah R. G.
Luis B.
Clyde Compton
Paula Pollitt