

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 a called meeting at the Hope Town Hall in said town at 5:30 p.m. on November 21, 2016.

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

The prayer was given by Jonathan Titus.

The meeting opened with the Pledge of Allegiance led by Clyde Compton.

#### **APPROVAL OF THE MINUTES**

**Minutes 9/19/16**

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

#### **APPROVAL OF THE CLAIMS**

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

Diane stated I also need a motion to approve an invoice for Strand to be disbursed from SRF funds. The total amount is \$20,058.35 of that contract administration is \$6,027.00 and Professional Personnel is \$14,031.35.

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

#### **OLD BUSINESS:**

##### **2017 SALARY ORDINANCE 2016-15**

Clyde stated I'm sure you looked over the changes from what we discussed last week. I would like to go ahead and suspend the rules if I have approval from all of you. **Jonathan made a motion to suspend the rules on first reading. Ohmer seconded. Motion carries 4/0. Jonathan made a motion that we approve Salary Ordinance 2016-15. Jerry seconded. Motion carries 4/0.**

#### **PROJECT UPDATES**

##### **Water Project**

Trena Carter stated as Strand will report I think the project is nearing completion.

##### **New Town Hall**

Trena Carter stated we met with RQAW on Thursday, October 27<sup>th</sup> at 10:00 here. Late this afternoon we received a space allocation from them. I have not had an opportunity to review it yet. That will be available for everyone as well.

##### **Downtown Revitalization Planning Grant**

Trena Carter stated the Hope Main Street Downtown Revitalization Planning grant was awarded. The agreement has been received and the award documents have been returned as requested. In speaking

with the State they said we may go ahead and proceed with the execution of contracts for the claim services as well as the administrative services. Trena stated two agreements will need to be signed tonight; one from Storrow Kinsella and one from ARA. Cindy has given approval for both contracts. As a further update, we will want to have council representation on the working group. JT and Diane both are ex-officio members of the Main Street Board as well as myself. Trena requested the council to decide at the next council meeting which council member they would like to be included in that group. Trena stated Meg has presented a tentative schedule as far as meetings with the Main Street board in order to expedient scheduling and everything. ARA's contract is for \$3,200. Storrow Kinsella's contract is for \$41,900.00. As far as benchmarks for the project, planning is to be 60% completed by April 30<sup>th</sup>, 2017. The plan is to be complete and submitted to Office of Community and Rural Affairs for review by August 31<sup>st</sup>. OCRA will review and notify us if there are any revisions that are to be required. Then the resolution accepting the plan with potentially a public hearing for approval of that said plan to be submitted to OCRA by October 31<sup>st</sup>, 2017. We'll still be reviewing the Downtown Enhancement Grant for Main Street in order to move forward with potential façade rehabilitation. I worked with the Hope Fire Department. I reviewed information that Chad Emmitt had put into the system for the Assistant Fire Fighters Grant Program. That was completed and submitted on the 18<sup>th</sup>, last Friday. We are still waiting on the cost. **Jerry made a motion to accept the agreement with SKA. Jonathan seconded. Motion carries 4/0.** Meg Storrow stated we would just like to say thank you. Meg introduced herself, John Kinsella and Louis Joyner, sub consultant architect. Meg stated we are really excited. We are really looking forward to working with you. It is a great town. Thank you for the honor of awarding the contract to us.

**Jonathan made a motion to approve the agreement with ARA. Ohmer seconded. Motion carries 4/0.**

#### **WATER PROJECT UPDATE**

Tony Ankles, Strand, stated the project is essentially done. Tonight I want to address with you is the close out. The first one is the change order. We have processed a change order. I was hoping to have it here tonight but Lykins hasn't returned it to us yet. It is a change order of around \$213,000 for a deduct. I've signed it. Lykins has said they are going to sign it. Tony requested that the council approve Clyde to sign the change order. It will have to go to OCRA and SRF for their approval as well. The second thing is I was expecting a pay application from Lykins. They have about \$47,000 left in the project that they can claim. They also have about \$93,000 in retainage that we are holding until they get everything done at the connection point. They are well aware of the deadline last week to get that in. We will have it hopefully in December. **Jonathan made a motion that we approve Clyde to sign on behalf of the town council when that change order comes in. Jerry seconded. Motion carries 4/0.** Ohmer asked about the timeframe for the valve to be put in. Tony stated he was unsure but he will find out. That is the reason for retainage. Eastern Bartholomew has a little bit of work they need to do at the connection as well. We will have just a little bit of close out paperwork, they will submit a pay app to get their retainage and stuff like that once everything is done. Hopefully we can wrap it up in December or it will more than likely be January. David added they are going to have to come back in the spring and sew grass. Tony confirmed. Tony stated that is what we consider warranty items. There is a one year warranty on their work. Tony stated I like to hold a ten month warranty walk through. If there are things that have occurred that is still under warranty, we can make Lykins aware of that so they have a couple of months to finish it up.

## SEWER LINING PROJECT

Ryan Mackos, Strand, stated basically this is a quick update on where the sewer lining project stands right now. They've finished all the initial videotaping. They have identified one point repair which ended up being repaired last Monday or Tuesday. They subcontracted with Jeff Minors. Insituform is hoping to be out early December to look at getting the sewers lined. The contract gives them until April.

## WATER TOWER PROJECT

JT Doane stated the water tower was last serviced in 1998. It is based on a 20 year cycle so in 2018 we will have to have the tower taken care of. Back in 2013 Strand had prepared an assessment of our water tower and its needs. On July 29<sup>th</sup> I asked Strand to put together a cost analysis so that we would have an idea going forward and with the potential that with any excess funding that we have from the water project that we can utilize toward the water tower. Tonight I am pleased to report that it is feasible. We currently are looking at funding available from the SRF funds of \$331,140.00 that can be used toward the water tower. It is my recommendation to you, council, that we proceed forward with Strand Associates devising plans and setting up a process to get bids for the painting of the water tower. This will include blast and recoat of the interior and clean and overcoat of the exterior. Our Superintendent, David Clouse, confirmed that is the extent of what we need done with our water tower to be compliant with where we need to be by 2018. It is my recommendation to the council to allow Strand to proceed forward with generating the plan for this and to go ahead and get bids now. It is not likely that we will be able to get this done this year, however, we could get locked in for a schedule for the spring to go ahead and get that done and have that earmarked. Discussion on the process and timeframe. Ryan stated generally the contracts are set up for about three months to do everything that they need to do. It is not necessarily that it will be down for the entire three months. Best case it will be about six weeks. Ryan provided more detail on the process. **Jonathan made a motion that we utilize the funds that are remaining that JT proposed reallocating those funds toward the water tower. Ohmer seconded.** Tony stated we did talk to Carrie this morning. You have \$400,000 remaining in total funds for the project. Of that about \$70,000 is OCRA grant money. The other \$330,000 is SRF money. I clarified with Carry today what the OCRA funds can be used for. Carrie stated it cannot be used for the water tower because it was not part of the initial contract. There are some things we can use it for but there is a ratio, 19% OCRA funds to 81% SRF funds. They have to maintain that ratio. If you spend the additional \$70,000 OCRA funds, you have to spend \$4.00 for every \$1.00 of OCRA, so you would have to spend \$280,000 of SRF money but OCRA will not let you spend it on a water tower. It's kind of a catch twenty-two. Everybody did a really good job on the project. Obviously by little over \$200,000 deduct change order, there was a lot of money saved by the town. But it comes back to the fact that we may not be able to use all the OCRA funds. I talked to JT, David and Diane and I'm here tonight to talk to you guys so you guys understand before you take a vote. If you want the full \$330,000 to go toward water tower painting, you are not going to be able to use the \$70,000 in OCRA funds. It will have to go back to OCRA. Trena added if you remember there was approximately \$100,000 that we had requested in addition near the very end when we got the income survey back. To me it is kind of a wash at that point. Tony stated I asked about purchasing water meters but again for every \$1.00 of OCRA, you are going to spend \$4.00 of SRF. That just cuts into your \$330,000 that you have for the water tower money. Trena added if you recall when we first did this project, we talked about if there were any excess funds with SRF, you have a little bit more latitude to potentially buy the meters or to look at painting the water tower. To me it is more beneficial for the town to basically deobligate the OCRA funds and utilize the SRF funds. Tony stated

included in this amount is the \$23,000 or so in material costs and testing that can be reimbursed at that ratio. Once the \$23,000 is reimbursed it will go back into the water operating fund. **Motion carries 4/0.** Jonathan stated it should be in the record what a great job Strand has done, Trena, David, JT, Steve and right down the line. I couldn't be more pleased at what has been accomplished over the last few months. The council agreed. Jonathan added you guys mean a lot to us.

#### **154 ELM STREET**

JT Doane stated I just want to briefly inform the council the status on 154 Elm Street property. As you recall at our last council meeting, we had received a bid. I recommended that we reject that bid with the potential of listing the property in the near future to see what other offers we could potentially get on it. We had another offer come in on that property. It wasn't a written offer so that is something that I will have to receive a little more detail on but we have two potential interest in the property. I hope to by the December meeting have a further update on the status of that property. Clyde asked so it's not been relisted. It's just word of mouth. JT confirmed right now it is word of mouth. JT stated concern that if we have to go through the process of listing with an agent there is a percentage of what we receive on the property that is going to go to that listing agent. So ideally it would be in our best interest for one of these two that are potentially interested in the property to pay what we have discussed we would like to receive for the property and then proceed forward with the sale of that property. Jonathan clarified that the two names listed in the report are the two individuals that have had an interest in the property. JT confirmed.

#### **INDOT COMMUNITY CROSSING MATCHING GRANT**

JT Doane stated at our November 17<sup>th</sup> Working Session, we discussed the quotes that came in on the Community Crossing Matching Grant, the two awards, that we received. I made a recommendation that we proceed forward with O'Mara. I spoke with O'Mara to let them know they were granted the project. One of the representatives will be in town on Tuesday, November 29<sup>th</sup> to take a further look at the sidewalks and at this juncture which obviously mother nature having shifted as she has, he indicated that its more probable that this will be something that will be targeted for the first of the year. He did say that obviously our quote will be locked in and can go ahead and get that scheduled. Again, I will have more information from our November 29<sup>th</sup> meeting and will be able to inform you at your December Council Meeting if not sooner.

#### **PAULA POLLITT ANIMAL SHELTER UPDATE**

JT Doane stated I am pleased to report that the build out has commenced. Brian Greenlee and his staff are working on that. If you have an opportunity at some point, please go take a look at that. It has definitely evolved quite a bit from being the old well house. The sign is behind our honorable Town Council President, Clyde Compton. I appreciate David Clouse and his work with Cleam Signs and in addition David requested we have our sign made for our park that reflects the ordinance that you, the council, passed earlier this year. That sign after we finish the animal shelter will be placed on the building and as I have articulated in prior council meetings, Diane has been in contact with Ms. Pollitt's sister to invite her and any other family members that would like to be here for a ribbon cutting ceremony once we get the shelter ready and completed. Clyde stated that sounds good. I think she would be pleased.

## **NEW BUSINESS:**

### **SIHO DENTAL & VISION BENEFITS RENEWAL**

Diane Burton stated you guys received the information on the SIHO renewal in your packets. Lisa Richardson is stating that we really don't have a lot of options with the size of our group. But as you can see from that renewal, the premium did not change much at all. It increased just a couple of dollars on dental and less than a dollar on vision. Our renewal is December the 1<sup>st</sup>. I want to make sure the council is okay with moving forward on that. Jonathan asked do you know the breakdown as far as how many people we have. Diane stated I do not because as you can see it is different for 20 and older and I haven't received an invoice with the new premiums yet to give you an exact but it is going to be pretty minimal. **Jonathan made a motion based on the recommendation we allow Lisa to go ahead with the renewal. Ohmer seconded. Motion carries 4/0.**

### **DEPUTY TOWN MARSHAL UPDATE**

Matt Tallent stated I just want to give you all an update on the process. One of the Deputy Town Marshals resigned on November 3<sup>rd</sup>. We started an ad in the newspaper for hiring a new Deputy Town Marshal. We received five applications back for that position by the deadline, the 19<sup>th</sup>. The 20<sup>th</sup> we did our physical agility test and our written tests with the five applicants. The next day we did our first oral interviews with them. Right now we are going through job history, references and background checks. Jonathan asked if it the applicants are people we are familiar with. Matt answered two of the applicants are people that have either been on the department or are currently on the department as a reserve. Three of them, no.

### **MAY 2017 LODGE EVENT (PARK)**

Randy Paetzel stated Town Council, JT, Diane and the citizens of Hope Indiana from my family to yours I want to wish you guys a Happy Thanksgiving and count your blessings. Be thankful for what you guys have. There are a lot of struggles out there in the world. Let's be thankful for what we've got. Randy read the letter from the Camon Lodge which states: I hope this letter finds you in good health and in happy times. Camon Lodge No. 343 in the order of the Eastern Star Clifford Chapter 587 would like to reserve the town square (south and east side) along with the bandstand and shelter house for May 6<sup>th</sup>, 2017 from 9:00 a.m. to 3:00 p.m. The purpose of this request is we would like to host a car show fundraiser for the lodge. If you guys agree and I hope you do, we would like to get the Town Council there on May 6<sup>th</sup> at 9:00 and make this the first day of summer for the town of Hope and maybe have a ribbon cutting. We are going to try to make this a big thing. I know when you get the town involved in fund raisers like this, Main Street really looks at this. We are going to have nice prizes, food, a band and some other activities that we haven't finalized yet. We might have a bouncy house. Ohmer stated if you have a bouncy house and you're going to have a car show, so it's going to be an all-day event. Randy confirmed. Randy expanded December 16<sup>th</sup> Camon Lodge and Eastern Star is packing food up for Clifford, Saint Louis Crossing and some Hope people that is in need. Last year we gave out around twenty-five boxes. All the money we raise goes back into the communities. Ohmer stated I honestly don't have a problem with your activity. I think it's great. I think the square is not used enough. Although I will caution you that you will have to have a certificate of insurance. Randy confirmed. Randy requested some cones. Matt confirmed area. Randy stated he will get with him when time gets closer. David mentioned the trash will need to be hauled off. Randy confirmed. David added to let him know how many cones he will need. The council agreed to the use of the shelter house. Randy stated he will

inform the council of more details when the event is closer. Jonathan stated I really appreciate what you and your family have done out there with the sign. It looked great for the fall and it looks like we are ready for winter as well.

#### **TREES IN THE PARK**

JT Doane stated I received a revised bill for our trees in the park. It is my understanding it has been about a ten year time frame since we have had that done. It is a need. It is something that David Clouse and I had discussed. Mr. Thompson came out and did an assessment of the park. He initially submitted an invoice for \$8100. I had a discussion with him and told him I would feel a little more comfortable if he could by chance minimize that cost some. I was able to get that cost minimized from the \$8100 to \$7500 for that to be done. Mr. Thompson indicated that it is doubtful with scheduling right now that they can get this in this year. I spoke with our honorable clerk, Diane Burton, on where this funding would come from. It will come from the Riverboat Fund. \$35,000 has been budgeted for 2017 in that fund. Ohmer asked if our Ashes were affected by the Ash borers. David answered Davey treats them every two years. Ohmer asked what the status is and if he is seeing any infestation? David replied no. Ohmer asked if we have three catalpas and how much they were going to be trimmed. David confirmed and stated remove the dead wood and thin the top. **Jonathan made a motion that we approve the funding for this work to be done. Jerry seconded. Motion carries 4/0.** Ohmer asked if there has been consideration of adding any trees. David said I haven't, no. Meg Storrow stated in the planning process, part of our work will be to look at the town square, the park to see if we have recommendation for trees, for removals or for addition. We may be able to inform that decision in the spring. Ohmer stated he felt the catalpas are really trashy. There was discussion on the catalpa trees. Trena stated Meg is a landscape architect so she is well aware of tree species. Randy Paetzel stated if you put new trees in, our family we would like to put one in and pay for it. I would like to see some numbers before I really say yes. Trena stated we would want to be sure they are strategically planned and that's where the plan would come in.

#### **STORM WATER AMENDMENT ORDINANCE 2016-16**

JT Doane stated council before you there is an amendment to our Storm Water Ordinance. One thing that was discussed some time ago that we found in the recording of the minutes, there was a lot of discussion about concern for grass clippings being out in the road and what they can ultimately do in quantity if they get into our storm water. However all that discussion in minutes never formally came to fruition by way of into our ordinances. Before you is an amendment to the storm water ordinance. David Clouse and I also had a discussion about this as well. We have the language in there that includes grass clippings and other items that we don't want to see out in the road that could again have a negative affect if it got into the storm water. Section 9-102 goes through the prohibited discharges as it specifically lists there grass. Below that Section 9-103 shows violations and penalties that can be assessed for violations. I spoke with Cindy today. She gave her blessing on how I drafted this ordinance. **Ohmer made a motion to approve Ordinance 2016-16. Jonathan seconded. Motion carries 4/0.**

#### **TOWN MANAGER REPORT**

JT Doane stated I have just a couple of remarks. A lot of this you have already heard through the agenda. We've been getting some letters out to properties that are in violation with vegetation or something unsafe. I want to commend our Building and Zoning Administrator, Greg Potts. He and I have met at least once a month and have had multiple conversations on properties we have had concerns on. I also

applaud our Utility Clerk, Debbie Hatton, in all her work and the vegetation letters we got out to different residents about their property. On November 15<sup>th</sup> I had the honor to attend a roundtable with our State Treasurer, Kelly Mitchell. I had an opportunity to hear more about the Indiana bond bank and some different financial options that can be out there potentially. I had a meeting with Thrive Alliance, which is a housing development group on the same day. We met about potential for a project here. I look to have more detail on it in the future. Clerk Treasurer Burton and Utilities Superintendent David Clouse and I set down and developed a layout plan for a 2017 water and sewer budget. We got some excellent news for the town of Hope. I was nominated Vice-President of the Indiana Municipal Managers Association which is within the Association of Cities and Towns. I was voted in as Vice-President at the Indiana Association of Cities and Towns conference. I look forward to serving as Vice-President with that group. I had the pleasure on the 16<sup>th</sup> to attend the District 10 Fireman's Meeting. I was a guest speaker. In addition to having the pleasure to speak, I had some great food as well at that event. I want to commend Dave Miller on the Goodies, Goblins and Ghosts Stories Event. It was a great success. Many families got to come out and enjoy that event. I've been approached by the Columbus Chamber to serve on the Board of Directors as ex-officio. I think this will be a great opportunity not only for the town and the potential of meeting other businesses and entities in Columbus but also too it will be good for trying to revive and rebuild the Hope Chamber. On December 1<sup>st</sup> at 8:30 a.m. I will be at WCSI, John Foster, for our monthly radio show. I had the pleasure along with Clerk Treasurer Diane Burton, Council Member Ohmer Miller and our Council President Clyde Compton to attend the Hauser High School Veteran's Program. I had an opportunity to make a presentation thanking the veterans on behalf of the town. I had an opportunity to go to the Yellow Trail Museum and thank some of our veterans who attended lunch there. There has been discussions with Yellow Trail Museum about the Indiana Rural Letter Carriers Association Museum. I look to have more details on that at some point in the future. We had some discussions about ways we can get that back here and set up for those to come in and tour that. Clyde asked didn't OCRA put Hope in their newsletter. JT confirmed. JT stated in October I received an email from our contract with OCRA. Hope was selected as the spotlight community for their October Newsletter. I directed over some pictures of the square here in Hope and also drafted an article that talked about our Main Street and how it came to be and different things that Main Street has accomplished. It was a great opportunity to give us that well deserved attention. Clyde requested a copy of it. JT will forward that to the council, post it on our social media and will work with John Clark to get that published as well. Jonathan stated JT commended our Building and Zoning and if you will pass on to Greg, excellent report we received here. Some good updates. JT stated today is our honorable Town Council President's birthday. With that being said I think before we close out this meeting, we should sing Happy Birthday. Clyde has done and does so much for the town. I think we are honored to have him as a council member. What he does as a council president is amazing. Happy Birthday was sang to Clyde.

#### **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.

Jonathan asked Matt Tallent if he has a date for the Pass the Bucket campaign. Matt answered not yet. I'm still working a date that we think we will have a good turnout. As soon as I get a date, I will email the council. Jonathan asked David do you have an estimate for continuing with leaf pickup. David answered it started two weeks late so probably mid-December.

Ed Johnson asked on the Sewer lining project does cold weather affect that any. Tony Ankles answered no it doesn't. It's actually cured by hot water. Ed asked David if the tower out at the Hope Warehouse is it still in use or did they shut it off. David stated yes, it's still in use. It feeds our tower. Ed asked if we would have some backup there. David answered actually when our tower shuts down, we draw in from Hartsville and Miller. Ed stated you're not going to get much pressure from Hartsville. David stated that's what has been filling our tower for two months, not as full as the one from the warehouse.

Meeting adjourned at 6:47 p.m.

Attest

  
  
  
  
