

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 May 16, 2017.

A quorum was declared present based on the presence of the following council members: Clyde Compton (President), Ed Johnson (Vice-President), Jerry Bragg, Ohmer Miller and Nellie Meek. Clerk Treasurer, Diane Burton was also present.

The prayer was given by Jerry Bragg.

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

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

**Minutes 3/21/17**

**Ohmer made a motion for the approval of the minutes. Jerry seconded. Motion carries 5/0.**

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

**Ohmer made a motion for the approval of the claims. Ed seconded. Motion carries 5/0.** Diane stated the cost of the audit was included in the claims. The total cost of the audit ended up being \$23,315. The amount that was included in the claims is \$15,844. There will still be \$7,471 that will be taken out of our property taxes to cover the General portion. This covers the audits for 2012, 2013, 2014 and 2015.

Diane requested approval to pay a claim for Strand Associates from SRF for the water tank rehab. It is for March service in the amount of \$7,099.20. **Nellie made a motion for the approval of the Strand claim. Jerry seconded. Motion carries 5/0.**

#### **OLD BUSINESS:**

##### **PROJECT UPDATES**

##### **WATER PROJECT**

Trena Carter, ARa, stated we are ready for the close out for the Community Development Block Grant portion for the drinking water project. I have several documents that need the Town Council President's signature. All of the funds from the Community Development Block Grant have been drawn down and disbursed. Any warranty items will have to be addressed.

#### **TOWN HALL**

Trena stated that project is on hold until we get additional input from the committee and meet with RQAW. We are still in contact with USDA should that project be determined to move forward.

#### **MAIN STREET DOWNTOWN REVITALIZATION PLANNING GRANT**

Trena stated the initial draw of the funds were received by the town on April 12<sup>th</sup>. We are still having additional meetings. The consultants will be at the Main Street Meeting on Thursday. We are looking at having everything complete with a recommendation to the Town Council by July 22<sup>nd</sup>. That still puts us well within the Office of Community and Rural Affairs timeline which is to have the submittal to the

state by August 31<sup>st</sup> for them to review with the public hearing prior to October 31<sup>st</sup>. Our public hearing will be potentially in August or September.

#### **DOWNTOWN ENHANCEMENT GRANT**

Trena stated we are still watching for the Downtown Enhancement Grant. This is something we may apply for. This will be for façades around the square. The application due date is in November so we will have the results of the plan before we decide if that is something we want to apply for or not.

#### **HOPE VOLUNTEER FIRE DEPARTMENT**

Trena stated we are still working with the Volunteer Fire Department. I don't know if they have received word for funding for protective gear. Randy Woods stated we probably won't know until September or October.

#### **OWNER OCCUPIED HOUSING REHAB PROJECT**

Trena stated we have only received seven applications for the Owner Occupied Housing Program. We normally have a ten household benchmark before we submit an application. We will still take applications. Our goal is to make sure we are able to move forward with this. The applications are not due until July 17<sup>th</sup>. I will need applications by June 1<sup>st</sup> so I can enter the application.

#### **WATER PROJECT UPDATE**

Steve Robertson, Strand, stated the warranty period is still in effect. They have been in town and have done warranty work the last couple of days. There are two vaults; one at 600 N and one at Miller's Merry Manor. David and I will be sure they are sealed up good before we sign off on it.

#### **WATER TOWER PROJECT UPDATE**

Steve Robertson stated everything is set up to go in the fall. We are just waiting for the time constraints that we put on the project for that work to be done. Clyde asked if the contract has been received. JT answered we have received a letter but the contract has not come in yet. Steve added it is standard to wait until it is closer to time for the project.

#### **ANIMAL CONTROL FEES (Ordinance 2017-04 2<sup>nd</sup> Reading)**

JT Doane stated before you is Ordinance 2017-04 for a second reading. Cindy did make the modifications to the language requested at the last meeting. **Ed made a motion to approve Ordinance 2017-04. Nellie seconded. Motion carries 5/0.**

#### **GARBAGE AND RUBBISH UPDATES**

JT Doane stated we have officially tagged twenty-four homes to date. Our Building and Zoning Administrator, Greg Potts, has another ten homes that are in violation and we added another home today that met this criteria. The response has been positive. We have received about a 60% response rate. These homes are all tracked in an Excel Spreadsheet. We do have a couple that have not been compliant. I will discuss with Cindy to implement the next steps to enforce that. There was discussion on a particular property that is in violation.

#### **EASTERN BARTHOLOMEW WATER RATE INCREASE REQUEST UPDATE**



JT Doane stated there is a current matter pending before the Indiana Utility Regulatory Commission from Eastern Bartholomew that are wanting to raise water rates. Material is available that has information about that process. On this coming Thursday there is a public meeting that is being held at Taylorsville Elementary School at 7:00 p.m. I will be in attendance for that. I submitted a response on behalf of town that I do not want to see the rates raise. JT encouraged the public to submit comments and concerns. JT stated on June 28<sup>th</sup> David Clouse and I will be attending the public hearing in Indianapolis. The request is for a 44% rate increase.

#### **COMMUNITY CROSSING MATCHING GRANT (CCMG) ENCUMBRANCE**

JT Doane stated as you recall we received the 2016 Community Crossing Matching Grants. That work has carried over and is currently taking place as we speak. The project was appropriated in 2016 in the amount of \$59,168.95 as the town match. An approval is needed to carry the encumbrance over to 2017. **Ed made a motion to approve the encumbrance. Jerry seconded.** Ohmer questioned the purpose of the funds. The project and use of the funds was explained. Steve Robertson stated there will also be money available in 2017 and 2018. In 2017 it is going to be a 75/25 grant. Sidewalk work will be an option for a project as well. JT added I have an invite from INDOT to attend a meeting to discuss the formalities of the grant. **Motion carries 5/0.**

#### **NEW BUSINESS:**

##### **MEDICAL INSURANCE**

John Richardson introduced an option of a Health Reimbursement Account (HRA) to be administered through SIHO Insurance. John explained how a Health Savings Account (HSA) allows tax benefits which reduces out of pocket expenses for town employees, however, the deductible must be satisfied before copayments. It doesn't present a problem for any other medical expense. It is just how those expenses are covered by either plan. In order to maintain an attractive plan it was determined that the best solution is to implement a HRA that is designed specifically in this case for individuals with large prescription expenses that meet their deductible through the payment of those expenses through their HSA. Such situations when they should arise will be reimbursed by the HRA up to 55% of the deductible which will eliminate the initial out of pocket expense they would have paid under the prior plan. The HRA will satisfy any negative aspects of the plan while realizing very positive aspects of the plan. Clyde asked does this only cover drugs that are not generic. John answered the specialty drugs are the problem. **Ohmer made a motion to approve a 55% deductible reimbursement. Jerry seconded. Motion carries 5/0.** Diane read Resolution 2017-03 which states:

Whereas, employees covered under the Town of Hope's Health Savings Account (HSA) qualified group health insurance program (with Anthem) receive numerous coverage and savings advantages,  
And whereas, such plan requires the payment of the plan deductible prior to the payment of copays for prescription drugs, resulting in increased cost as compared to the previous plan (with United Health Care),

And whereas, it is the Council's intent to eliminate the increased cost difference between the plans,  
And whereas, such increased prescription drug expense may be reimbursed in a cost effective manner through a Health Reimbursement Account Plan (HRA) administered by SIHO insurance company,  
Now therefore, it is resolved that the Town of Hope agrees to have SIHO administer the HRA program for the benefit of its employees. Diane stated this will actually take effect March 1<sup>st</sup> which is when we switched to Anthem. **Ohmer made a motion to pass Resolution 2017-03. Nellie seconded. Motion carries 5/0.**

### **FARMER'S MARKET PARK REQUEST**

Diane Burton stated I would like to request park usage for Farmer's Markets. It will be first Fridays starting June 2<sup>nd</sup> through October 6<sup>th</sup>. We will of course have our vendors that we normally have at Farmer's Market. We are going to continue the cruise-in which will be on the north and east side of the square. We want to have a tractor cruise-in at some of the markets which will be on the west and north side. We will have a band at each market. We are also discussing having a petting farm. This is under the umbrella of Main Street/Heritage of Hope. **Ed made motion to allow Farmer's Markets to be held on the square. Nellie seconded. Motion carries 5/0.**

### **2015/2016 ORDINANCE CODIFICATION**

Diane Burton stated I would like to request a supplement to our Code of Ordinances. In 2012 and carried on into 2013 we recodified our ordinances so we are trying to keep that up to date. We did a supplement in 2015 which updated our 2013 and 2014 ordinances. Now I would like to request a supplement to include our 2015 and 2016 ordinances. The intent is to update the ordinances every two years. The quote to do the update is between \$1500 to \$2100. **Jerry made a motion to approve the update to the Code of Ordinances. Ohmer seconded. Motion carries 5/0.**

### **OWNER OCCUPIED HOUSING REHAB UPDATES**

JT Doane stated very briefly as Trena Carter stated earlier on the Owner Occupied Housing updates, I do want to stress there are applications that are up here that have pamphlets and contact information from ARa. We are very close. As Trena indicated, we have seven applications. We need ten to be able to take advantage of the program. If you know of anyone, I'm available to help if they want to come by town hall. We can do a conference call with Victoria or we can make some arrangements for Victoria to come here. Whatever we can do to facilitate this. We need to take advantage of this. We have until June 2<sup>nd</sup> to finalize the application.

### **NEW FOCUS HR CONTRACT**

JT Doane stated before you is a contract with New Focus HR. As you recall during the latter part of the spring and early summer we had Kristen out here from New Focus that assisted us with updating our employee handbook and updating the job descriptions. She presented Clerk Treasurer Burton and me with a contract to continue that relationship on an annual basis for a fee of \$125.00. This fee includes updates in the employment arena and any materials we need. She will also keep us apprised of changes in laws. I recommend entering the contract with New Focus HR. **Ed made a motion to approve the contract. Ohmer seconded. Motion carries 5/0.**

### **TOWN MANAGER REPORT**

JT Doane read some of the highlights from his Town Manager's Report which are as follows:

- HOPE PHARMACY AND WELLNESS CENTER: CONTINUE TO MARKET AND PUBLICIZE FOR PHARMACY; REFERENCED ON RADIO SHOW; LESTER PLANS ON ATTENDING IN FUTURE TO DISCUSS THE SERVICES; NOTED PRICE MATCHING AND ACCEPTING OF ALL INSURANCES.
- Received our Community Development Block Grant (CDBG); other details to follow and time frame; plan due August 31, 2017; PUBLIC WORKSHOP HELD ON APRIL 27, 2017, 6-8 PM AT



MORAVIAN CHURCH TO DISCUSS DOWNTOWN REVITALIZATION PLAN; STORROW AND KINSELLA WILL PRESENT. MAIN STREET OF HOPE CONTINUING TO GATHER ADDITIONAL MATERIALS FOR DEVELOPMENT OF PLAN.

- TOWN WIDE TRASH SERVICE CONSIDERATION: SEALED BIDS RECEIVED ON FRIDAY, APRIL 7 AT TOWN HALL; OPENED WITH VENDORS PRESENT, READ BIDS; INDICATED MATTER TAKEN UNDER ADVISEMENT.
- INDOT Community Crossing Matching Grant (CCMG): *BOTH GRANTS AWARDED!!!!!!* for the 2016 road plan devised from the Asset Management Plan (See Attached), Grant applications as follows:

Grant Application 1:

JACKSON STREET FROM UNION STREET TO AIKEN STREET;

WASHINGTON STREET FROM WEST END TO MAIN STREET;

HARRISON STREET FROM GRAND STREET TO JACKSON STREET;

Project Cost Estimate: \$92,035.00

LPA Match Amount: \$46,018.00

Grant Application 2:

BUTNER FROM SOUTH OF MIDWAY TO HITHCOCK;

MIDWAY FROM STATE ROAD 9 TO BUTNER;

HITHCOCK FROM BUTNER DRIVE TO HITHCOCK COURT;

HITCHCOCK FROM NORTH END TO SOUTH END.

Project Cost Estimate: \$22,629.00

LPA Match Amount: \$11,315.00;

- PAULA A. POLLITT MEMORIAL ANIMAL SHELTER FUND: RECEIVED 1<sup>ST</sup> AND A 2<sup>ND</sup> DONATION; CURRENTLY AT \$525.00; WILL CONTINUE TO PUBLICIZE; CONTINUE TO PUBLICIZE ANIMAL SHELTER FUND.
- ATTENDED IMMA CONFERENCE IN PLYMOUTH, INDIANA; SHARED MATERIALS RECEIVED FROM AIM WITH TOWN COUNCIL PERTAINING TO VARIOUS LEGISLATION; INSIGHTFUL INFORMATION PERTAINING TO LEADERSHIP.
- *TOWN HALL COMMITTEE MEETING HELD ON 03/16; FURTHER DISCUSSION AND MEETINGS TO BE SET; PLAN ON SCHEDULING ANOTHER MEETING IN NEAR FUTURE WITH RQAW TO DISCUSS TOWN HALL LAYOUT.*

WATER TOWER PAINTING AS FOLLOWS:

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FALL PAINT: Task	Anticipated Date of Completion
Design Services	February 17, 2017
Bidding Advertisement	February 20, 2017
Bid Opening	March 15, 2017
Notice to Proceed	September 5, 2017
Substantial Completion	December 5, 2017
Final Completion	December 30, 2017

- MEETING HELD WITH ECONOMIC GROWTH TASK FORCE MEETING HELD IN MAY DISCUSSION OF FOCUS ON HOUSING DEVELOPMENT AND SENIOR HOUSING; DISCUSSIONS FURTHER WITH THRIVE ALLIANCE AND ALSO REACHING OUT TO HOME DEVELOPERS.
- WCSI Radio Show: next meeting, Thursday, 6/1, 8:30 AM;
- ATTENDED IRWA CONFERENCE ON 04/25 ATTENDED COURSES ON TRUE COSTS OF WATER & WASTEWATER AND FINANCING OPTIONS FOR RURAL WATER SYSTEMS

### **ZONING ORDINANCE**

JT Doane stated Jeremy Gibson and Billie Clark were planning to be at the meeting tonight to discuss having a mini potbelly pig but an emergency came up. Information regarding service animals was given to the council. JT discussed this information with Cindy Boll as well. JT stated Ordinance 2016-01 does prohibit a pig from being in the town. It is the intention of Jerry Gibson and Billie Clark to classify this pig as a service animal. They have spoken with a physician and apparently are in the process of receiving a recommendation for the pig to be classified as a service animal. They have tried to reach out to find a home for the pig. JT researched service animals and provided the council with this material. It does state under the Americans with Disabilities Act that pigs cannot be recognized as service animals. The council discussed the situation. Susan Thayer Fye stated I have dealt with the Human Rights Commissioner. You don't have to prove a lot to declare an animal as a service animal. You don't have to have a doctor's permission. It is pretty loose on what can be designated as a service animal. Clyde referred back to the ADA which states differently. Lisa Hughes stated I have spoken with them and I have seen the pig. They have a disabled daughter and a special needs son. The pig lives in the house and uses potty pads. They rescued this pig from a bad situation. Their lease is up in February and they plan to move to the country. The kids overheard a conversation about it and it devastated them. The council had more discussion about the situation. It was a consensus of the council to stay within the ordinance. The council allowed the family until next council meeting to find a home for the pig.

### **UNITED WAY**

JT Doane stated Angie Huebel is unable to be here tonight due to a family emergency. She said she will plan on attending the next council meeting. United Way was in town on May 5<sup>th</sup>. They helped out a few residents here around town. They also made some other arrangements with a couple of others to assist and help within the community. They are very anxious to help more in the town. We've talked about some other opportunities in the near future to help residents. They are a very beneficial and advantageous group to have in the community. If there is anyone that you know of that needs some help, have them contact the town hall.



## **OPIOID EPIDEMIC**

JT Doane stated this is something that we don't generally want to talk about but sadly it is in the community and it is in other communities. Over the last couple of weeks we had a community forum in Columbus about the opioid epidemic and also this past Friday Mayor Lienoop and other mayors and town managers and also our Town Marshal Tallent attended a meeting at Columbus City Hall. JT read the following quote from Governor Eric Holcomb: The opioid crisis is negatively impacting the lives of Hoosiers, their families, our communities – even our economy. I commend lawmakers for supporting my initiatives and delivering a package of legislation that provides a holistic framework for us to attack this epidemic. JT discussed the bills that was passed at a recent session by our legislatures; HEA 1438, SEA 226 and HEA 1540. JT stated the governor set up a task force which was part of the meeting we attended in Columbus. Mayor Lienoop, Commissioner Lienoop and Jim Bickel are a part of that group. JT has ASAP packets available. Executive director, Jeff Jones, will be attending a meeting here at town hall on May 22<sup>nd</sup>. Town Marshal Tallent and Superintendent Sean Price will also be a part of that meeting to discuss ways that we can be involved and collaborate to help. Clyde added it is a topic we need to discuss. It can't just be hidden in a closet.

## **CANINE USE CONTRACTS**

JT Doane stated you have two Animal Use Agreements before you for Daisy and Duke who are our two Canine Dogs. The contract is the same we have had in the past. There is a \$10.00 annual fee to renew the contract. Daisy's contract is from February 17, 2017 through February 17, 2018. Duke's contract is from April 19, 2017 through April 19, 2018. **Nellie made a motion to renew the Animal Use Agreements for Daisy and Duke. Ed seconded. Motion carries 5/0.**

## **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.

Ed asked for an update on the sewer problem on Washington Street. David Clouse stated everything has been taken care. The homeowner seems satisfied. David explained the situation and process.

## **DEBBIE HATTON AWARD**

Debbie Hatton was recognized for receiving the 2017 "Bonna Burns Bookkeeper of the Year" Award. JT Doane stated it was my privilege to prepare this letter to nominate Debbie for the 2017 "Bonna Burns Bookkeeping" Award along with Clerk Treasurer Burton and Utility Superintendent Clouse. JT read the following nomination letter:

It is deemed a privilege to formally provide a recommendation and detail in terms of the invaluable and impeccable service that Mrs. Debbie Hatton provides to the Town of Hope for the past twenty years of dedicated service!! Mrs. Hatton is extremely professional, articulate and thorough in her engagement and communication with the public at the Utilities Office. She maintains a sincere and genuine approach in handling any and all matters. There is a high level of confidence that job duties are handled in a timely, thorough and efficient manner. Mrs. Hatton regularly advises customers accordingly with various financial concerns towards the appropriate agency and/or entity that may be more suitable to respond to their concerns. Mrs. Hatton exercises due diligence and analytical approaches with customer

usage reports for determination of various abnormalities in billing cycle that may indicate a leak. Mrs. Hatton maintains systematic, uniform and thorough financial records for water and/or waste water utility. Mrs. Hatton consistently meets reporting requirements set forth by the Indiana Utility Regulatory Commission. By way of a specific instance that occurred recently, Mrs. Hatton was reviewing customer usage reports and determined an abnormality in billing for a local church; she notified that church immediately and it was determined they indeed had a leak; the church rectified the leak; an amended Town Ordinance set forth a policy of handling irregular billing based on a leaking issue for future occurrences in our Town!

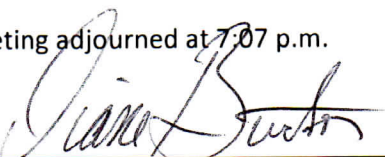
JT stated the Town Council sharing in that same appreciation and gratitude to you, officially proclaimed May 2<sup>nd</sup> as Debbie Hatton Day. Pictures were shown of Debbie receiving her award at the IRWA conference and her lunch on Debbie Hatton Day. Odetta Cadwell, IRWA, stated this is the first nomination that we have ever received for any of the awards that we give that had three people sign it. The committee was very impressed with that. Bonna Burns was a long-time bookkeeper for Stucker Fork Water Utility. Unfortunately she passed away about 25 to 30 years ago. She was heavily involved with IRWA. At that time we decided to establish this award to honor her. It was a great privilege to award this to Debbie. Applause. Debbie stated thank you. It has been my privilege to be an employee for the town for almost twenty-one years.

#### **PUBLIC COMMENT**

Jonna Shephard stated concern about a vacant lot across from her on Scott Street that has a pond. The water is getting stagnate and she has concern about mosquitoes. JT will contact the property owner at 314 Scott Street.

Randy Wood, Fire Chief, stated I have deep regrets to inform you that we lost one of our very young fire fighters either late last night or early this morning. He was a fire fighter for about ten years. Randy will pass on the information about the arrangements.

Meeting adjourned at 7:07 p.m.



Attest

