

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 August 20, 2019.

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

The prayer was given by Nellie Meek.

The meeting opened with the Pledge of Allegiance led by Ohmer Miller.

APPROVAL OF THE MINUTES

Minutes 6/18/19, 7/9/19

Nellie made a motion for the approval of the minutes. Clyde seconded. Motion carries 4/0.

APPROVAL OF THE CLAIMS

Ed made a motion for the approval of the claims. Clyde seconded. Motion carries 4/0.

OLD BUSINESS:

BUILDING & ZONING ADMINISTRATOR

Ohmer Miller stated unfortunately our Building and Zoning Administrator has resigned for personal reasons. We are in the process of reappointing that position. **Nellie made a motion to hire Matt Galbraith to be our Building and Zoning Administrator. Clyde seconded.** Ohmer asked Matt Galbraith if he will accept the position. Matt confirmed. **Motion carries 4/0.** Ohmer asked Matt to share his contact information with our Town Attorney, Scott Andrews.

PROJECT UPDATES

MAIN STREET OF HOPE

Trena Carter stated congratulations. The Town of Hope in partnership with Main Street of Hope has been awarded funding for the Hope Town Square Streetscape Project. Trena shared the process which includes: Trena will be attending a mandatory training, FEEPS information will need to be submitted, grant agreements emailed to Ohmer, Diane and Scott Andrews for review, publish the finding of no significant impact (environmental review). Trena stated we should be able to get everything squared away to sign the contracts by September or October. Trena reviewed the local match which is as follows: \$20,000 EDIT Fund and \$10,000 Riverboat Fund. Trena stated once we have a fully executed grant agreement, we will want to set aside those funds in a local match account. I do have a draft contract for Strand. There will be one for ARa. We will send those to your Town Attorney to review before we take any action on them. Nellie stated thank you so much for everything you have done to help to get this grant. Not just this grant but everything you have done. Hope would not be the same without you. You are always stepping up. You help us in any way you can. (Applause)

OWNER OCCUPIED HOUSING REHAB

Trena Carter stated we are still working on the Owner Occupied Rehab Program. We are able to assist one more homeowner. Three homes have been completed, one is ninety percent complete, one has construction underway and one has construction yet to begin. Trena asked for approval on Client H. The amount requested is up to \$15,000. The amount will probably be around \$7,000 which will use the maximum amount of funds left. The use for Client H is to make modifications to their bathroom to make it more handicap assessable. **Ed made a motion to approve client H. Clyde seconded. Motion carries 4/0.** Clyde asked if the two people we received calls from has been taken care of. Trena confirmed. Nellie asked if that time runs out, will you extend it. Trena answered we have requested an extension until the end of the year. Trena explained the extension process.

WASHINGTON STREET STORM UTILITY PROJECT

Steve Robertson requested approval of pay application #2 in the amount of \$84,087.82. Steve stated there will be a change order and another one or two payment applications coming up. The work is virtually complete. We need to adjust a couple of manholes. We did create a punch list. **Ed made a motion to complete pay application #2. Clyde seconded.** Ed stated the contactors of the Hollman group was an awful good group to work. They've stayed on task and got the job done really well and timely. They are a well-rounded group. David confirmed that it went well and they were good to work with. **Motion carries 4/0.**

2018 CCMG PROJECT

Steve Robertson stated this is for paving of the Town square and a couple of other streets. The sidewalk curb ramps around the square are complete. They did have to replace one section because it cracked. The contract states they cannot pave until October 1st on the Town square. They are opting to not do any of the paving until after that date. They plan to do the west side parking area at the same time. Tentative they plan to mill on a Tuesday and pave on a Wednesday. That project has until December 31st to be completed. The paving should take about one week. We did make a few minor adjustments, planning to get the Main Street grant, on the sidewalks around the park to match up with that design work.

2019 CCMG PROJECT

Steve Robertson stated the new application was turned in on time. I talked to Katie Adams the day they were due to make sure everything was taken care of. Steve went through the timeframe. Steve stated we should expect to hear by the first of September. Ohmer stated when we initially submitted that application, it was returned because it wasn't done to their satisfaction. With the help of Strand, we jumped through hoops and resubmitted it in the timeframe they were looking for. Now it is a waiting game. Steve added it was a group effort.

2020 CCMG PROJECT

Steve Robertson stated we received an email last week that they are going to do another round of funding. It will also be a 75/25 match. They are changing part of the application process. You have to do a reassessment of all of your assets. The streets have to be rerated. If you decide to go for that, it is due December 1st. The Council will need to decide if you want to move forward or not. The first step is to do the assessment. The next step is to do the application based on that assessment. We would make some

recommendations. Nellie asked if there will be two rounds of applications. Steve answered I do not believe they are having two. Steve stated the cost for the Asset Management Plan will probably be around \$3,000 to \$3,500. **Clyde made a motion to complete the Asset Management Plan. Ed seconded. Motion carries 4/0.** Ed asked what the total scope is that the money can be used for. Steve stated from what I understand they are expanding it a little bit. Steve Ruble sent an email that outlines some 2020 information. Steve reminded the Council that engineering has to be funded 100%. Clyde asked Trena if there is any funding out there for sidewalks. Trena answered generally not. There was discussion on if sidewalks can be included with the CCMG. Steve will try to get clarification. Steve questioned a program that used to exist, Safe Routes to School, Trena stated yes, that's another INDOT program. They have moved that to Local Public Agency projects. Steve added the problem with a lot of those is you are still paying a large portion of the costs. Clyde asked how other cities replace sidewalks. Randy Sims answered town budget. Randy explained their process. They would split the cost with the homeowner. They did a block at a time. Ohmer stated I was under the impression there was a safe walkway from Goshen Meadows over to the school that was in the plans somewhere. David answered it dead ends halfway between Hauser Drive and Meadow Place. There is an easement between two properties. When they did the second street, there is no easement. There was more discussion on the easement and the need of a sidewalk there. Clyde suggested a cross lane on Schaefer Drive so the students wouldn't have to walk on SR 9. There was discussion on if students would use it. Jonna Shepherd shared two incidents she has seen by Dollar General. Jonna asked if a crosswalk can be put there. Nellie stated the State won't allow it. Matt confirmed it was denied due to not enough traffic. Steve talked about the process and the need of an accident history. Clyde asked David if there are any lots where the town can purchase a right away between two houses. Randy Sims suggested an easement. David will look into the possibility. Ohmer stated let's see if we can come up with a viable solution for this.

EDIT FUNDS RESTRUCTURE (RESOLUTION 2019-03)

Ohmer entertained a motion for the EDIT fund restructure, Resolution 2019-03. **Clyde made a motion to approve Resolution 2019-03. Nellie seconded. Motion carries 4/0.** Scott Andrews stated terms need to be determined. Clyde complemented the members of the current EDIT Committee. Clyde stated they were asking questions and making comments. I think the Council has done a very good job of appointing the members. Clyde suggested picking from a hat for the terms. Scott clarified you can select them for an additional term. It was suggested Ward 1 one year, Ward 2 two years, etc. The Council decided to draw from a hat.

ATLAS COLLECTIONS CONTRACT – UTILITY

Diane Burton stated I know last month you made a motion contingent that Scott reviewed the contract. Scott felt item fifteen needed to be changed. It states Atlas is held harmless from against any and all damages, liabilities, fines brought against Atlas. I brought this concern to the attention of Al from Atlas and he just took that out totally. Scott confirmed that he felt like we were good to go on the contract with that change. He did look at Nellie's concern with number eleven with checks. He felt like that was fine. Scott stated they are going to be making their checks out to the collection agency. Diane stated I feel like we should have a new motion since there was a change in the contract. **Clyde made a motion to approve the contract with Atlas. Ed seconded. Motion carries 4/0.**

MAIN STREET UPDATES

Chelsea Warriner stated we have at least ten residential projects that are being assessed by United Way. As soon as they assess those projects, they will contact the homeowners and let them know if they are going to be able to get their project completed on the Day of Service.

Trena Carter stated Susan wanted to be sure everyone knows that the grant that was received was greatly appreciated because it took community effort. Thank you everyone who wrote letters, who participated in the survey and I reiterate that as well. She also wanted to let you know she attended a Midwest regional conference for Main Streets. She was traveling back this evening. The next Cruise-in to Hope is on Friday, September 6th. Main Street of Hope has worked out details with Whitney Budd to do a movie night fundraiser for the Student Fund of Hope.

COMMUNITY CLEANUP DAY

Chelsea Warriner stated the Community Cleanup Day has been moved to the Day of Service, September 13. They are going to utilize sixteen volunteers from United Way to help with the Day of Service. They will go and pick up brush and will have people pick up trash. Susan is requesting confirmation from the Council to be able to take tires this year and she wanted to know if tires can be taken in the future. Clyde stated I checked with CGS. They do take them for local residents. Anybody else has to pay for them. Chelsea stated the reason she is wanting to know this year for next year is so people can be made aware that this is going to be the last time they can drop off tires. There was discussion on tires. Clyde stated there has to be a point of time we have to cut it off. My opinion is this be the last year to accept tires. David Clouse added I think we are going to be talking about this again next year at the same time because it's going to be a problem again. We have nine tires sitting over there waiting on this cleanup day that's been dumped on town property because they are hard to get rid of. It was a consensus of the Council to not allow tires next year.

NEW BUSINESS:

PARK REQUEST – HOPE RIDE

Paul Ashbrook requested use of the Hope Town Square for the Hope Ride. Paul stated the Hope Ride is a nonprofit. This will be our 32nd annual ride. We are going to have a one stop, rest stop on the square at the midpoint of the ride. It will be posted by the Hope Ride but it is really Dollars for Scholars, the Volunteer Fire Department and some local Boy Scout troops. The date is September 21st from 8:00 a.m. to 3:00 p.m. We have insurance. We do list Hope as an additional insured. We will get portalets based on our volume of riders. Nellie asked if it was on the calendar. Diane confirmed. **Ed made a motion to approve the park request. Nellie seconded. Motion carries 4/0.**

PARK REQUEST – STUDENTS FUND OF HOPE

Whitney Bud requested use of the park by piggy backing with Cruise-in to Hope on September 6th. Whitney stated it's both of our organizations coming together. We will have children's activities at 6:00. The movie will be around 8:30. That will give them time to get their band off of the bandstand and for us to set up the screen. We've talked to Michael Dean about using mics and things that we will need. The food will also be served by Students Fund of Hope. **Ed made a motion to approve the park request. Clyde seconded. Motion carries 4/0.**

GOODIES, GOBLINS GHOST STORIES

Dave Miller requested use of the park for Goodies, Goblins and Ghosts Stories on October 25th. Dave stated I want to thank the Town Council for funding that. I don't anticipate our uses being any different than it has been in past years. We will be having pumpkin painting, story tellers, a camp fire with s'mores, costume parade, trunk or treat, Yellow Trail will be doing a haunted night at the museum, crafts at the library and hayrides. Nellie asked if it was on the calendar. Diane confirmed. **Ed made a motion to approve the park request. Nellie seconded.** Clyde stated I think this is one of best and fastest going events that we do on the square. I would like to praise David for putting it together. Last year it was absolutely fantastic. Dave stated we had somewhere in the neighborhood of 450 people. **Motion carries 4/0.**

PARK REQUEST – HOPE HERITAGE DAYS

Randy Sims requested use of the park for Hope Heritage Days on September 26, 27 & 28. Randy stated this will be our 52nd annual Hope Heritage Days. Not much has changed from the past as far as closing the square down. The Council received the schedule of street closing for the event. Randy reviewed the street closings. **Clyde made a motion to approve the park request. Nellie seconded. Motion carries 4/0.**

2020 BUDGET REVIEW

Diane Burton stated it is time for our 2020 budget. Dates were given for the Public Hearing which will be on September 17th at 5:30. The budget adoption will be on October 15 at 5:30. The Council received folders. Diane stated the forms that I gave you in your folder are the forms that are required by the Department of Local Government Finance. You have all the forms that are prepared at this time. Diane reviewed the forms in the folder which includes: Form 1) a detailed breakdown of the appropriations, Form 2) a listing of the miscellaneous revenue, Form 4A) a summary of the categories from Form 1, Form 4B) rolls the revenue and expenses together. It includes the last six months and all of next year. Diane explained that Form 3 will be included next month. It is the Notice to Taxpayers. Form 4 is the ordinance for the budget adoption. That form will be presented in October. Diane went through the changes recommended which include the following: money set aside in Rainy Day for a police vehicle, 4% increase in salaries and some benefits, 3% increase for the fire department contract, increase in trash pickup due to contract changes, new town hall savings plan, paving, park salary to be paid from EDIT, events, sidewalks and other projects. Diane stated I have already met with the DLGF to review our budget. The General Fund is an increase from last year of \$23,032 which is about a 4% increase. I did request the maximum levy which will give us an increase of \$10,887.00. Ed asked if a new truck was budgeted for the utility department. Diane answered this budget does not include water and sewer. I have already mentioned to David about getting together to work on that budget. The water and sewer budget is not required by the DLGF. I plan to present that budget next month. Ed also asked about a street sweeper. David confirmed the need. Ed asked if that was something that we need to start budgeting for. David confirmed. There was discussion on the street sweeper. David feels the cost will be over \$100,000. David stated a used one is an option as well. Trena suggested a lease purchase. Diane asked about USDA. Trena will check into the Community Facilities Program to receive potentially a 35% grant. Diane asked how much longer David feels the current sweeper will last. David answered it's hard to say. Some of the parts are obsolete. There was discussion on the streets that are swept. Revenue is received from INDOT in the amount of \$720 per year.

TRANSFER OF FUNDS (RESOLUTION 2019-04)

Diane Burton presented Resolution 2019-04 which states the following: Be it ordained by the Council of the Town of Hope that the following transfer of funds be made: From 257001442 LIT PS Police Equipment \$2,000 to 257001311 LIT PS Training \$2,000. **Clyde made a motion to approve Resolution 2019-04. Nellie seconded.** Ohmer asked Matt if they ever train with adjoining groups like the Sheriff's Department. Matt answered when the Sheriff's Department offers training that we are able to go to, yes. Recently we had several of our officers train with the Edinburgh Police Officers. They invited us to their training. A lot of their training is done in house. **Motion carries 4/0.**

EDIT REQUEST

Clyde presented the EDIT request. David Webster, HSJ Online, requested funds for articles in the amount of \$1,188, Facebook boosts in the amount of \$520, "We are Hope" articles in the amount of \$396, promotional magnets in the amount of \$305 and CDs in the amount of \$258. The Total request is \$2,667. The committee approved the request 5/0. Nellie questioned what "We are Hope" is. John Clark explained we are trying to find a way to fund our content. John explained their structure in paying for free lancers. John also explained the CDs are for a fundraiser. Clyde shared their total budget for the year is only \$16,000. I find that amazing. **Motion carries 4/0.**

QUESTIONS/COMMENTS ABOUT SUBMITTED REPORTS

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

David Clouse explained a situation of a customer leak that has been going on since June. They have been paying the bill and stated they can't afford a plumber. David stated the leak is increasing. It's a public nuisance on the sidewalk. I have had complaints about people having to walk in the highway to walk around it. We have an ordinance that deals with that. We can shut it off. I just want some direction on how much more time to give her. Scott recommended a written letter stating the amount of time she has. Randy Sims recommended the township trustees office. There was discussion on the situation. David explained she is a tenant and questioned who is actually responsible for the repair. Scott clarified it will be the person that the service is listed under which is the tenant. Clyde expressed concern that she would be able to file something with the health department. Scott feels our ordinance covers us. Matt Galbraith shared the health department process. He doesn't feel the health department would require it to be turned back on. Clyde suggested to waive disconnect and connect fees as long as it is repaired in a two week period of time. This was the consensus of the Council.

Clyde asked about adding gravel on the alley beside the Town Hall. David explained there is an old layer of asphalt. It is not a good situation to put loose gravel on top of it. Clyde questioned the possibility of having the asphalt removed and just putting gravel down. David stated that is possible or we could put a cold patch if your concern is the potholes. Clyde voiced concern with the appearance of it. Clyde asked for an estimate to have the asphalt removed and replace it with gravel.

David expressed concern of the cost of the recycle bin. The contract is a six month contract. Diane stated we have had a couple of months where there has been two pickups. It is \$395 per load. David stated it's been averaging seventeen days. David stated more and more people are realizing it is there.

David discussed concerns from an audit with our liability insurance. One concern is the Multi-Pondo. Parts can no longer be purchased for it. A new one is \$2830 plus shipping. The slide at Norman Park is too close to other playground pieces. It needs to be removed or moved. The swing is too tall. It can be lowered. Peat gravel is an unapproved play surface. David recommended replacing it with mulch. There was discussion on playground. New signs are also needed. The current signs have faded and additional information is now required on the signs. **Ohmer made a motion to replace the Multi-Pondo and the appropriate signage be put up. Clyde seconded. Motion carries 4/0.** Ohmer asked the Council members to look at Norman Park to consider David's recommendations and come up with a solution to the issues.

Scott Andrews asked for guidance regarding a violation where the original notice was given to the tenant. The ordinance states it can be given to the property owner as the case may be. The property is located on the corner of Market and Seminary. Matt Galbraith suggested the notice be sent to both. Matt Tallent confirmed the owner did receive it the first time. Nellie is going to see if she can get a copy of it. Scott stressed we want to be sure she received a notice. There was also discussion on the Billy Davis property.

Ed Johnson complimented Matt Tallent on getting rid of car he had previously expressed concern about. Matt stated I will warn you, I will probably have to tag it again.


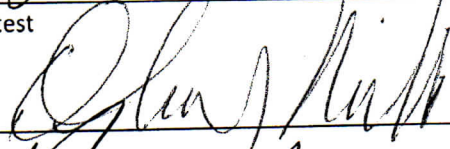
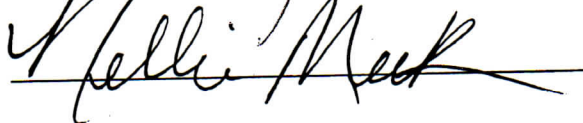
Pastor Ed asked if the Town has decided on a date for Halloween observation. Matt Tallent answered we always have it on October 31st. Pastor Ed stated the Hope United Methodist Church on September 8th is going to recognize first responders at a special service and a meal from 12:00 to 2:00.

Randy Sims stated Mr. Buner has taken care of the concerns Mr. Hadley expressed at the last Council Meeting as far as drainage.

Matt Galbraith requested a time to meet with the Council to discuss the requirements of his position. Ohmer suggested a work session be scheduled.

Meeting adjourned at 7:44 p.m.

Attest

Levy Bragg
Clyde Compton
William E Johnson