

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 January 21, 2020.

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

The prayer was given by Jerry Bragg.

The meeting opened with the Pledge of Allegiance led by Jerry Bragg.

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

**Minutes 11/26/19**

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

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

**Nellie made a motion for the approval of the claims. Ed seconded. Motion carries 5/0.**

#### **OLD BUSINESS:**

##### **PROJECT UPDATES**

##### **Downtown Revitalization Grant Project**

Trena Carter stated I sent you an email on the 10<sup>th</sup> of January regarding the fact that we do need to include GFI banner arms and plant hangers. We also have to have something going on with the flag pole which we are going to upgrade it. I spoke with our liaison with the Office of Community and Rural Affairs who spoke with the director of the Community Development Block Grant Program. If it was in the application and we take it out, there is a possibility they could require a repayment of some type. We are in the process of completing a Visitor's Center Grant application for additional local funding to go toward this project. It will be a backup fund in case of an overrun. I have completed most of the application with Susan's help. Who do you want as your contact person? It will be coming through the Town of Hope since you are the fiscal agent for the grant process. Trena suggested Diane. The Council agreed. Trena stated I sent you information on the awards ceremony for the grant award. Susan said she would be happy to attend. We need a town official to attend as well to accept the certificate.

##### **2019 COMMUNITY CROSSING MATCHING GRANT PROJECT**

Tony Akles stated we submitted our task order agreement to the Town for the design of the 2019 Community Crossing Grant. The fee is a little higher than last year. You have twice as much road and more than twice as many curb ramps. Jerry asked about type curb ramps and if they are the same as what was used on the square. Tony confirmed. Jerry voiced there has got to be another choice. Tony answered cast iron is an option. There was discussion on the options. Jerry asked for that to be included to give the Council time to think about it. Clyde stated I think \$45,000 is way too high. One of the items you have on here stated prepared bidding document for road and milling. If I'm not mistaking we paid your company \$3,000 to do that in the last two years. Three years ago you did it for nothing. Tony stated



this is different. These are the contract documents that the contractors use to bid on and use to prepare their fees off of. Clyde stated this says you will provide up to sixty hours of service. Tony confirmed just for observation. Clyde questioned the time of the project. Tony said this is going to take a little longer because of the curb ramps. Our fee is an hourly fee. We only bill out what is used. Clyde stated the contract says you not responsible for the contractor's construction, methods, techniques or failure to perform the construction work in accordance with the contract. Tony confirmed. Tony explained we will point it out to them but we are not responsible for the work that they do. They would need to tear it out and redo it but we are not in control of their crew. Clyde suggested to the Council that the engineering be bid beforehand and get quotes from other companies to see if we are getting our bang for the buck. Clyde stated we need to know what we are going to pay for it before we do it. Now we are stuck due to time and we are going to have to pay it. Clyde suggested even the possibility of skipping a year since the number of streets left to do is few and a higher rating. Tony stated the first round is open for 2020 until February 7<sup>th</sup>. They will have a second round in July. Clyde stated we need to get the cost factor up front. Tony stated you can't get the bids though until you put contract specs and documents together. What we prepare are estimates based INDOTs cost estimator. That is how we come up with our cost. You don't know the true cost until you bid out, until they have plans and specs. **Ohmer made a motion to accept the Task Order Agreement with Strand. Ed seconded. Motion carries 5/0.** Tony gave the Council the schedule for the Community Crossings Grant. Tony asked Scott if the bids can be opened at 10:00 a.m. instead of being opened at the Council meeting. Scott said as long as it published for that time. Tony confirmed. Tony stated I also gave you (Council) a picture of the northwest corner of Washington and Elm. This is where some of the new ramps are going to go. The sidewalk is pretty torn up. Now is probably the time to replace it. It is about fourteen to fifteen feet of broken up sidewalk. We can include this as part of the design with the Community Crossings Grant. **Nellie made a motion to include the fifteen feet of sidewalk in the grant as recommended. Ed seconded.** Ohmer asked for the cost that this would add. Tony answered probably less than \$1,000. Diane asked if we would only be responsible for 25% of that. Tony confirmed or possibly even less than that. **Motion carries 5/0.**

#### **DOWNTOWN REVITALIZATION GRANT PROJECT**

Tony Akles stated I originally had the Prebid meeting scheduled for February 6<sup>th</sup> but with the awards ceremony conflict, we would like to move it back to February 5<sup>th</sup> at 1:00 p.m. It is still within the guidelines of everything. The Council is more than welcome to be at the meeting. If more than two attend, we will need to post the meeting. You don't have to be there. David and Diane will need to be there. This will be for the contractors to come over, look at everything and ask questions. The Council agreed. Susan Thayer Fye presented the Council with the final decision on content for the signage. Susan requested final approval on the design of the top of signs done by Rhett Whittington. Susan clarified there will be four signs on each corner of the square attached to street lights and two INDOT signs. Susan presented three potential options. Susan stated when I asked the opinion of Main Street members, it was about equal. The Council discussed the options. Susan stated a color preference of a black sign with white letters. **Clyde made a motion to select sample #2. Nellie seconded. Motion carries 4/1.** Susan stated we did receive eighteen pages of rules for the signs. Nellie asked about the rule stating there was a maintenance fee on the signs. Tony asked if there is currently a maintenance fee on the signs. Diane answered no. Tony stated we will check on it. Susan stated if INDOT won't allow a separate topper on the sign, we can incorporate it into the sign as a visual. Jerry stated we'll wait to hear what they say. Jerry asked for Council approval on abbreviating department as Dept. per request of Susan due



to space. The Council agreed. Clyde asked if there was an answer yet of how much green space we are going to lose in the park. Tony answered Zak is calculating it. We should have an answer on Thursday. Clyde asked if handrails had been added as requested. Tony confirmed. Tony stated Joe Dodd is going to work that into the plans. Clyde asked if we could add rails at this point of the project, why can't we take something out. Trena answered because we have not bid the project. You cannot modify the scope. Trena explained how the grant works. Trena stated they will make sure you have done what you said you were going to do.

#### **MAIN STREET UPDATES**

Susan Thayer Fye stated Ground Hog Day falls on Sunday, February 2<sup>nd</sup> at 830 a.m. I encourage you all to attend. We will have recorded Polka music. The school was not able to get enough interest from the band. This was Doctor Sweet's big event so we are doing a tribute to him. The Fire Department is having a free will offering breakfast at the Hope United Methodist Church afterwards. Last year we had television coverage from channel 13 and 8. If you know of anyone who can live stream the event, let me know.

#### **775 EAST ANNEXATION ORDINANCE (2<sup>nd</sup> Reading 2019-05)**

Scott Andrews stated this is the second reading of Ordinance 2019-05 which is the proposed annexation of two sections of 775 East. You approved the first reading at our last meeting. We need to have a vote to approve it on the second reading then I will get with Diane to publish the ordinance and record it.

**Clyde made a motion approve the second reading of Ordinance 2019-05. Ohmer seconded. Motion carries 5/0.**

#### **EMERGENCY RESPONSE PLAN**

David Clouse stated I don't know if you have had time to review the documents I sent you involving the Emergency Response Plan. This plan is a requirement of IDEM. It's all brought up to date. It is good information to have if I'm not here and something happens and Jerry or somebody had to run the show. It is step by step. Clyde commented I think this is the most detailed emergency plan I have seen before. It goes way beyond the Utility Department. I think it should be the complete Town. I think you did a tremendous job. **Clyde made a motion to approve the Emergency Response Plan. Nellie seconded. Motion carries 5/0.**

David said there are two copies. One for Town Hall and one for our office. Ed Johnson asked Ed Stone if he served on the Safety Committee here at one time. Ed Confirmed. Ed Johnson asked if they developed a city set of standards. Ed confirmed. Matt Tallent stated I have a copy. I can get that to you. That is one of the things that Chad and I have been discussing is sitting down and working on a new emergency preparedness plan for the Town.

#### **NEW BUSINESS:**

##### **ADDITIONAL STREET LIGHTS**

David Clouse stated I was asked to find out the cost for some extra street lights. David reviewed the areas and the cost determined. A summary was provided to the Council. David stated it is not a cheap endeavor. We are going to be dropping the charges on forty-two street lights in Town on this project. They will be metered and LED so they will be a considerably less amount. Even if you paid these upfront charges, the savings of those forty-two going away in two years will have paid back the upfront money. It is then \$98 a month if you pay the upfront charges. Average wise that is pretty close to what we have

now. We currently have 178 street lights not including REMC lights. There was discussion. Clyde clarified the total upfront cost is \$10,489.00. David confirmed. David added the transformer has to be paid upfront. The poles can be added to the bill but it will have to be paid forever. **Clyde made a motion to approve the purchase and for it to be paid upfront. Nellie seconded.** Ed expressed he feels this is a need. David asked Diane if there is funding. Diane stated it can come out of MVH. Clyde asked if some of it can come out of EDIT. Diane confirmed. Diane stated I will look at the status of MVH since this was not previously budgeted for. **Motion carries 5/0.**

#### **SALARY INCREASES – UTILITY SUPERINTENDENT & TOWN MARSHAL**

**Nellie made a motion to appoint Matt Tallent as Town Marshal with a 3% increase and appoint David as Utility Superintendent with a 3% increase. Ed seconded.** Clyde stated I think it is unfair to the other employees to give them 3%. Ed thought she had said 2% and withdrew is second. **Motion dies. Ed made a motion for a 2% increase for both positions. Clyde seconded.** Nellie stated I think these two men are so valuable to this Town and so are a lot of other people here. They do go above and beyond what their jobs call for. They make our job so easy because of what they do. I just want to thank them. Ed Johnson stated Pastor Ed wrote a really nice thank you letter to the Town Marshal and to David for the things that they have done. That shows the appreciation of the Town. **Motion carries 5/0.**

#### **METER INSTALLATION AGREEMENT**

Diane Burton stated I have Meter Installation Agreement between the Town of Hope and Phillip Humphrey. It's for a sewer tap in the amount of \$750 for 222 Harrison Street. David explained the situation. **Ed made a motion to approve the meter installation agreement. Clyde seconded. Motion carries 5/0.**

#### **EDIT REQUESTS**

Clyde Compton stated the Edit Committee drew names on how long they are going to serve. Ward 1 was two years, Ward 2 was four years, Ward 3 was one year and the At Large was three. After these are served it will then go to four years so it will always be staggered. Whoever is sitting in that seat at that time will appoint someone to take that place or reappoint.

The first request was for the Building Façade program. The request was for \$5,000. I asked the committee if they had enough information since they were all new committee members and the Edit rules have changed somewhat to vote now or if they wanted to take this information home and table it until next meeting. Unanimously they wanted to table it. The second request is for the Main Street Executive Salary for \$10,800 and \$100 for copy paper. The committee voted 5/0 in favor of proceeding with this. **Motion carries 5/0. Ohmer made a motion to discontinue the Building façade Program.** Ohmer stated it does not serve the whole community. **Nellie seconded. Motion carries 4/1.**

#### **2020 COMMITTEES**

**Ed made a motion to approve the 2020 Committees as presented. Ohmer seconded.** Diane stated I will add wards to the Edit Committee as presented tonight. Nellie questioned Personnel Committee. Nellie stated we had discussed adding a Council Member. **Motion denied 0/5. Ohmer made a motion to approve the amended list with Jerry added to Personnel Committee. Clyde seconded. Motion carries 5/0.**



### QUESTIONS/COMMENTS ABOUT SUBMITTED REPORTS

\*A Police 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.



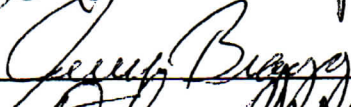

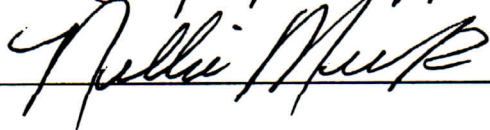
### PUBLIC COMMENT

Marty Jordan stated as a homeowner on North County Road 775 if the annexation does take place, do the homes on west side of the road become part of the Town of Hope. Scott Andrews answered no. Scott stated it is just the road itself is the only thing that is annexed. Marty stated so the Town of Hope will resume the responsibility of the two bridges. Scott answered no. Scott stated that is not part of the annexation. It covers .19 Miles.

Nellie stated I want to say to Matt Galbraith I think you are doing a fantastic job. Thank you!

Meeting adjourned at 6:39 p.m.

  
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Attest

  
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