

Minutes and proceedings of the public hearing of the Town Council of the Town of Hope, Indiana.

The prayer was given by Jerry Bragg.

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

Be it remembered that the Town Council of the Town of Hope, Indiana held a called public hearing for the annexation of 775 East at the Hope Town Hall in said town at 5:30 p.m. on December 17, 2019.

Scott Andrews stated we here today for a public hearing for a proposed annexation of certain parts of 775 East. Notice of today's public hearing was published in The Republic newspaper. Scott opened the meeting for any public comments, questions or concerns that want to be raised regarding the proposed annexation. No public comments were made.

Clyde made a motion to close the public hearing. Jerry seconded. Motion carries 5/0. Meeting adjourned at 5:36.

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 5:36 p.m. on December 17, 2019.

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

APPROVAL OF THE MINUTES

Minutes 8/28/19, 9/26/19, 11/7/19

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

APPROVAL OF THE CLAIMS

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

Diane stated I have an additional claim approval request. As you know we are combining our Christmas party with the Fire Department. I want to see if the Council is okay with using some of the Visa rewards for some gift cards for the Christmas party. The request is for six \$25 gift cards. **Clyde made a motion to approve the request. Ed seconded. Motion carries 5/0.**

OLD BUSINESS:

PROJECT UPDATES

Owner Occupied Housing Rehab

Trena Carter stated Victoria is preparing the close-out documents for the Owner Occupied Housing Rehab project. It will be closed out by the end of the year. There will be a public hearing in January regarding the program. It will then be monitored.

Hope Volunteer Fire Department

Trena stated I wanted to mention to the Hope Fire Department if they want to go for AFG 2020 Funding, the webinars are now out there for that application.

Downtown Revitalization Grant Project

Trena stated advertisement has to be done and bids received by March 2nd. We have tentatively set up a schedule with Strand; First advertisement will be Jan 28. Second advertisement is February 4. Our Prebid will be held February 6 at 9:00 a.m. here at Town Hall. The bids will be opened, read and taken under advisement at the regular February Meeting at 5:30. There are some decisions that need to be made now or very shortly. Susan passed out packets to the Council. Susan went through the items already approved and submitted including street lights, planters, benches, trash cans and cigarette butt container. Susan proposed twelve banner arms, six planter arms and twelve GFI outlets. Retractable banner arms can be purchased. Ed asked for the cost of the items. Trena shared a quote from earlier in the year. Banner arms are \$410 a pair, planter hanger arm is \$207 and GFI is \$125 per pole. Trena stated this was included in the budget. Susan stated the banners are pricey. Ohmer asked for David Clouse's input. David questioned the height of the GFI and also how the plants were going to be watered. There was more discussion on the GFIs. Clyde questioned if there would be different contractors involved in the projects. Trena answered there will be a general contractor who will be required to provide all of the amenities. There was discussion on banners. Ed suggested the Council making some stipulations on the banners. David voiced concern with more time being spent on Christmas decorations. **Clyde made a motion to approve the twelve GFIs only. Nellie seconded. Motion carries 4/1.**

Susan stated our next topic is wayfaring signage inside the square. At the last MSRP Meeting, Joe Dodd suggested sticking the signs on the corner poles. Susan explained the sign options. Susan recommended the signs have a custom topper of Rural Letter Carrier Hacks. A majority of the Main Street Committee members would like to see, since the poles will be black cast iron, the topper be also black metal. Everything that is metal is going to be black. We would like to do the signs in black with white letters. Susan read the suggestions from the last meeting to put on the signs which includes: Yellow Trail Museum, Hope Police Department, Hope Town Hall, public restrooms, Hope Library, Hope Community Center and Norman Park. Clyde stated I'm still against putting the restroom on there. I can go along with the rest of them. Nellie asked if any of the attendees had suggestions. John Walstad suggested Studebaker and the Moravian Cemetery. Pastor Ed suggested the Food Bank. **Jerry made a motion to approve the following to be put on the signs: Yellow Trail Museum/Visitor's Center, Hope Police Department/Town Hall, Public Restrooms and the Hope Library. There will be four per street light on each corner with a topper for a total of sixteen signs. Ed seconded. Motion carries 4/1.** Susan also discussed the Historic District signs to be placed on State Road 9. Susan stated the committee would like to use the same topper on the two signs; one will be north of the historic district and the other one will be south of the historic district. We would like to just swap out the one that is already on the north side. The one on the south side of the historic district would be best to be as near as State Road 9 as possible on the northwest corner of school property. Trena added we need to tell INDOT where we want these signs because in order to get a permit you have to have not only the design, you have to have a location. Susan stated she will notify the school board. Clyde suggested including the year the town was founded on the signs. Susan stated the designation for the Historic District was in 1991. It was a consensus of the

Council to have the year the Town was founded. Susan stated if INDOT gives us color choices of green or blue, the committee decided on green to match the clock. The Council agreed. David asked if brown was available. Susan answered she will ask. The Council liked that suggestion. Trena stated we also discussed the strength of the cement. We increased the amount that will be six inches in depth on the west and east side of the square where there will be a lot more of the traffic from different events. Clyde questioned the design. Trena stated you will have to sign off on design and specifications at the January meeting. There will be very little that can be changed at that point. Clyde stated the two sets of stairs need handrails. Trena stated that was discussed. Code is over three steps. They need to be deeper for less likelihood of stumbling. It was determined that you don't have to have handrails. Clyde stated I think you do. I want to make that point. The Council agreed. Clyde questioned the flagpole not being on the drawing. Susan answered the legion guys want to just leave the current flagpole. Trena stated they are going to refurbish the existing pulleys and they will put lighting at the base so the bulbs can be changed easily. Clyde questioned how many square feet of concrete is going to be put in that square. How much concrete is going to be in the square itself less playground, bandstand and shelter house. Clyde stated people need to realize the green area on the square is going to be diminished by quite a bit. I think Joe's drawings are excellent.

MAIN STREET UPDATES

Susan stated we are doing the Deck the Town lighting contest again this year. People that had their house/yards decked out by December 15 were eligible. They didn't have to enter. The fifteen finalist were posted last night. Whoever gets the most votes on the Facebook page for Main Street is the winner. The winner gets the possession of the leg lamp for a month.

2019 COMMUNITY CROSSING MATCHING GRANT PROJECT

Steve Robertson stated I just wanted to give you an update on 2019-2 Community Crossings Grant project. Tony will be presenting our contract at the January meeting. The amount is going to be \$45,000 to \$50,000. Steve explained the reason that it is so much more is mostly due to the number of curb ramps almost doubling. Once the contract is signed, the design will be started on right away. Clyde asked if this can be bid out. Steve confirmed.

AMEND 2020 SALARY ORDINANCE (Ordinance 2019-04 2nd Reading)

Diane Burton stated this is the second reading for Ordinance 2019-04 which is for our salary ordinance. The purpose of this amendment is to change annual salaries to bi-weekly salaries. In the salary ordinance that you were given, the amounts stayed the same. You were just given bi-weekly figures instead of annual figures. This affected the Town Manager, Utility Superintendent, Town Marshal and Deputy Marshals. Nellie made a motion to approve Ordinance 2019-04. Clyde seconded. Motion carries 5/0.

COUNTY DONATION POLICY VEHICLE (Resolution 2019-07)

Matt Tallent stated as we discussed last month the county is donating a 2013 Dodge Charger to the Town. We received a resolution from the County Commissioner's last week. I've taken the Crown Victoria out of service to have it decommissioned. Scott stated the resolution that has been provided to you guys is the resolution accepting that donation. They have done a resolution giving it to us. This is the

resolution accepting it. Matt stated the vehicle is in very good shape. **Clyde made a motion to approve Resolution 2019-07. Nellie seconded. Motion carries 5/0.**

775 EAST ANNEXATION ORDINANCE (Ordinance 2019-05 First Reading)

Scott Andrews stated the annexation ordinance is set for a first reading tonight. We cannot take action on that since tonight was also the public hearing. By statute we have to wait fourteen days before we pass the annexation ordinance. We can go ahead and do a first reading tonight. **Clyde made a motion to approve a first reading for Ordinance 2019-05.** Scott clarified this is for half of a road, 775 East. This is for the east side of the road between Hauser Drive, which is 600 North, and South Street, which is 650 North. The second part is .15 miles north on 775 East between Grand Street and 800 North. This is the west side of the road. **Ed seconded. Motion carries 5/0.**

775 EAST FISCAL PLAN (Resolution 2019-09)

Scott Andrews stated before we approve the ordinance on a second reading, we also have to adopt a Fiscal Plan Resolution. Any time you do an annexation of property, you have to have a fiscal plan in place that indicates the Town will take care of that property. I have drafted a Council resolution 2019-09 that sets forth that fiscal plan. There is not really going to be much that needs to be provided for half of a road. **Clyde made a motion to approve Resolution 2019-09. Ed seconded. Motion carries 5/0.**

STREET LIGHTS SURVEY

Clyde Compton stated a correction to the quote requested for lights. The Council wants a quote on the Meadows including Schaefer and Brookside. David stated when they are all operating, it's not dark. There was discussion on the diagram and the lights on 775 East and Hauser Drive. David stated the ones with the blue dots are the ones I am recommending. David feels the costs will be minimal since there are existing poles. They may have to run a transformer at a lower voltage to operate some of the lights. David stated he should have more information before the next meeting. There was discussion on the need for lights on Schaefer near Liberty Place through to State Road 9.

NEW BUSINESS:

DENTAL/VISION INSURANCE

Andrew Hunt, Shepherd Insurance, stated tonight I am here to present your renewal for the dental and vision policies. Really there is no major change. Andrew reviewed the renewal packet given to the Council. Andrew stated there has been no change in the rates. The only major change is with network benefit. SIHO changed their vision plan to EyeMed network. EyeMed is the largest vision network within the country. **Clyde made motion to approve the dental and vision renewal as recommended. Nellie second. Motion carries 5/0.**

ELECTION OF OFFICERS

Nellie nominated Jerry Bragg for Council President. Ed seconded. Nellie stated Jerry has been on the Council for six years and has not served as our Council President. Ohmer added I think it is the responsibility of every council member to take a turn as Council President. **Motion carries 5/0. Jerry nominated Clyde Compton as our Vice-President.** Jerry stated Clyde and I have been on the Council quite a few years together. **Ed seconded. Motion carries 5/0.**

TRANSFER OF FUNDS (Resolution 2019-08)

Diane Burton stated this has become our typical end of the year transfer. We have some funds left in the General Fund. I am recommending tonight that we transfer funds to our Rainy Day Fund. You are allowed to transfer 10% of your General Fund annual revenue to Rainy Day. Resolution 2019-08 reads as follows: BE it ordained by the Council of the Town of Hope that the following transfer of funds be made: From 101001122 GENERAL Health Insurance \$12,000, from 101001123 GENERAL Workers Comp \$8,000, from 101001341 GENERAL Liability Insurance \$5,000, from 101002114 GENERAL Police Salaries \$5,000, from 101001221 GENERAL Gasoline – Police \$5,000 to 436001301 RAINY DAY Projects \$35,000. Diane stated we've been building our Rainy Day Fund to have as a cushion. The Rainy Day Fund can be used for any lawful purpose. Mark asked what the balance is right now in the fund. Diane answered about \$119,000. **Clyde made a motion to approve Resolution 2019-08. Ed seconded. Motion carries 5/0.**

WATER/SEWER BUDGET

Diane stated our water and sewer budget was given to you a little late. We can just review this tonight if you want or if you want to make a decision that is great. I know you probably didn't have a lot of time to look it over. We will start with the Water Budget. You received a budget summary. The total expenses that I am recommending for 2020 is \$675,054. There is a form included that lists all the appropriations and budget amounts. The last sheet are the budget items given to me by David. The big items included in this budget are the meters and a new truck. The next section on the budget summary is the estimated total revenue based on this year which is \$602,840. The total currently in water operating and water savings is \$216,889.38. The last section shows the total revenue for 2020 minus the total expenses for 2020 which is a negative \$72,214. We are at a negative number but we have some purchases and equipment that needs repaired. There is money in the operating balance to do that. Also when planning the budget we plan for the high end. Some good news for our Water Fund is our debt reserves will be satisfied next year and we only have two more years of purchasing meters. **Ed made a motion to approve the water budget as recommended. Clyde seconded. Motion carries 5/0.**

Diane stated the sewer budget is in the same kind of format. The total expenses I am recommending for sewer is \$333,554. The next form is the appropriations showing how that is being split up. Some things to highlight in that is we are budgeting for a rate survey, half the cost of the new truck and meters. The estimated revenue for sewer is \$257,535.00. The operating balance is \$396,167. Our revenue minus expenses ends up being a negative \$76,019 after taking care of some of those needs for next year. After expenses if everything was maxed, we would still have an ending balance of \$320,148. **Clyde made a motion to approve the sewer budget. Jerry seconded. Motion carries 5/0.**

CONTRACT RENEWAL – BUILDING AND ZONING ADMINISTRATOR

Nellie Meek made a motion to renew the contract with Matt Galbraith as Building and Zoning Administrator with a 2% increase. Nellie stated I think Matt has done a wonderful job. **Jerry seconded.** Clyde added Matt has done a fabulous job. Scott Andrews stated I have had a lot of dealings with him since he has been appointed. He is very accessible and answers questions. **Motion carries 5/0.**

CONTRACT RENEWAL – TRASH PICK-UP

Ohmer Miller stated Jeff Yarnell is the one who picks up the trash on the square. He does a good job. He is always there when we need him. Ed made a motion to renew the trash pick-up contract with Jeff Yarnell. Nellie 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.

Jonna Shepherd stated I would like to commend David Clouse and his crew. Last week they had several water main breaks. I saw them out all day working in the cold. I appreciate their work that they do. JoEllen added appreciation for the snow removal.

David Clouse stated when we had that four hour meeting in the park, afterwards while in the park we noticed the storm sewer area around the water fountain has settled in. They have asked for some local names of somebody who will do that due to the small amount of dirt needed and distance of the contractor. David provided them with a recommendation.

Pastor Ed stated as the chairman of the Ministerial Association I want to bring to your attention since Christmas is the most wonderful time of year and joyous but there are those in the community that are not joyous at all. This Saturday, the 21st, the Ministerial Association is sponsoring a Blue Christmas Service. This will be the third year we have had it. The first year we had ten people show up. Last year we had sixteen. It's not to help them be joyous but to acknowledge their grief. Their loss. If you know of anybody who is struggling with this time of the year, make them aware. The service is from 5:00 p.m. to 6:00 p.m. at the Methodist Church.

Meeting adjourned at 7:19 p.m.



Attest

