

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 called meeting at the Hope Town Hall in said town at 5:30 p.m. on October 6, 2014.

A quorum was declared present based on the presence of the following council members: Paula Pollitt (President), Jonathan Titus (Vice-President), Tim Shoaf, Jerry Bragg and Greg Sims. Clerk Treasurer, Diane Burton was also present.

Purpose of meeting: Working Session & public hearing for the Police Department grant.

The public hearing was called to order by Paula Pollitt.

The public hearing was called because the town on behalf of the Police Department is applying for a grant/loan. A sign in sheet was circulated. Trena will submit the grant to the USDA when Matt gets the quotes to her. It will be submitted and then we will wait until they get their new fiscal year funding. Trena informed Marcia Comer with the USDA that the town is planning to fund the remainder (65%) of the cost. Matt Tallent stated part of the grant is going for a mobile data terminal system that hooks our police cars and our dispatch center to Central Dispatch in Columbus. It is a system where we can communicate back and forth with Central Dispatch via the computer. We will be able to run our own driver license checks and warrant checks. The other part is we're looking to buy a new vehicle. We are wanting to trade in our Tahoe and 2008 Crown Victoria. Diane stated the vehicle quote amounts which are: The Ford Interceptor \$30,185, Chevy Tahoe \$32,475, Dodge Durango \$29,995. Trena asked the public if they have any comments or questions on the proposed purchases or process. Diane Jekel asked when the new fiscal year is for the USDA. Trena answered October 1st through September. Once the application is in and the funds are released, we will be in the queue already. They will let us know when grant funds will be available. Paula Pollitt stated I think it is a great idea. It is going to bring us up to date and make things a lot faster. **Tim made a motion to give Paula the authority to sign the grant documents. Jerry seconded. Motion carried 5/0.**

The public hearing adjourned at 5:37 p.m.

The Working Session was called to order by Paula Pollitt at 5:37 p.m.

WATER SYSTEM IMPROVEMENTS PROJECT

Trena reminded everybody that the public hearing for presentation of the plan will be at 6:45 prior to the council meeting on October 20. Trena asked Steve Robertson today whether he has sent out the plan yet and he said he has not. He said he is going to forward it to Mel and Diane and then Mel will distribute it to the Council by the end of the week for review prior to the public hearing. If Council has any questions regarding the information, these can be addressed at the public hearing.

PARK IMPROVEMENTS

The grant for park improvements was discussed. Randy Sims passed out copies of the plan proposing installing new electric, providing earthen terracing for the bandstand, 4 art pads, and a clock. Tim Shoaf expressed interest in adding sewer lines and a sprinkler system at the same time as the improvements for the grant. Trena advised that this could be addressed as an additional project rather than modifying the current project since the current project, as the state has it defined, is pretty set. Also discussed was adding restrooms near the shelter house. Tim understands that adding the restrooms can be done next spring, but would like to add plumbing while the ground is disturbed. He would like to see anything disturbing the ground be done at the same time. The time frame to complete the grant project is 18 months. Trena stated that the grant program is aware that waiting until after Heritage Days to begin the project was necessary. A report is due to the grant committee on October 17. Trena wants to make sure they know that now that Heritage Days is passed, we will be getting quotes for this project and

are ready to proceed. Tim and Trena suggested that David Clouse seek quotes on the sprinkler system. Trena stated a second project we may look at would be new walkways, making them accessible, and expansion to the shelter house. David Clouse advised that something else that needs to be done is repairs to the yard hydrant on the south end and the water fountain and drain needs to be replaced. The concrete needs repairs. The water runs away from the drain instead of to the drain. Trena advised that if the water fountain is replaced, it will need replaced with a handicap accessible fountain. Randy stated in regards to the grant project that he will have to get quotes out and have them back by the October 20 Council meeting. The bids could be reviewed at that meeting and Council can either award the contract that night or a special Council meeting could be held the next week to award the contract. He would like to get started as soon as possible. David addressed the issue of the spruce trees in the area of the proposed terraced seating being too close to each other. Moving the trees was suggested by Randy. This will be explored. The depth of the electrical and plumbing is of concern. These must be deep enough as to avoid problems with stakes being driven into the ground. This was understood by Council members.

HOPE POLICE COVERING FOR COUNTY SHERIFF'S DEPARTMENT

Tim Shoaf stated that he has concerns with the HPD covering for the Bartholomew County Sheriff's Department. He doesn't think the HPD should respond to any non-emergencies out of town, such as serving warrants, giving breathalyzers, or anything of this nature due to putting the HPD in jeopardy legally. Tim would like to make it policy that the HPD will only respond out of the city limits in an emergency situation. Matt Tallent was in disagreement with this and cited examples where this was inadvisable. Diane Jekel asked who do we go to on the county level to get more accountability and responsibility. It was suggested that the County Commissioners and County Council be addressed with this issue. Greg agreed with Tim on this issue, stating that it is Hope's taxpayers' money that is going out and beyond for this service. Matt said the HPD is bound by the Council decision. If the Council doesn't want them to take the calls, they won't take the calls. He stated that the HPD is in it to protect life and loss. If somebody calls that needs help and the county is not near, we are the next one up. That's how I feel, that's how all the police officers feel. Until the county gets better equipped with men and women, I don't see taking us off of those calls. Paula Pollitt stated the first time that you don't take a call and somebody dies, we will be in trouble again. Tim is concerned with legal fees coming out of our pockets for situations that are not our job. Greg suggested that Mel Fox get involved. He asked that Matt provide her with the last 30 to 60 days worth of calls and what they were. Mel will go to the Commissioners with information on what has been responded to in the last 30 to 60 days. Bruce Neal stated that the county officers help them when they have calls. Michael Dean asked how much do the county police officers help Hope officers. Matt said more than you would think but, like Tim said, that is their job. Mel asked Tim, let me understand, you really want us to be protected so that if Matt and the other officers go out, no matter what the distance, that we're not putting ourselves in a position again where we are having legal fees and all that, correct. Tim confirmed. Mel asked Cindy is there any way we can ask them to have a written legal agreement with us that protects us in that arena. Cindy stated I think that is a topic for conversation, certainly.

BEAUTIFICATION PROJECT – Approval for Cigarette Butt Holders

Mel Fox addressed the issue of cigarette butt debris in the town, especially on the west side of the square. Very few containers for the cigarette butts are provided. She is placing a trial cigarette butt container near the liquor store and the restaurant to see if it helps with the problem. If it helps, she will look at adding additional containers around the square. The council agreed with Mel's plan.

NEW WEBSITE APPROVAL – MLT Technologies of Columbus

Mel reminded the Council of the website development companies we have talked to over the past few months, asking the Council for their ok to go with a contract with MLT Technologies for the development of the website. MLT Technologies was the least costly and most accessible of the companies and do an excellent job with their websites. The total price of website development is \$4450 with a discount from Tom Cuneo because of his love for

the community of Hope. **A motion was made by Jonathan to accept the proposal as presented. Greg seconded. Motion carried 5/0.**

TOWN COUNCIL MEETING TIME CHANGE

Mel recommended that the time of the Town Council meeting be changed to 5:30 beginning in January of 2015. Cindy Boll will check the existing ordinance to see if it needs to be amended to reflect the time change. All were in favor of the time change. Jonathan recommended putting this on the agenda for the December meeting for a final discussion.

GOLF CART/UV ORDINANCE

Cindy Boll stated that if the town wants to allow golf carts/UV's on the streets, we have to have an ordinance in place outlining the regulation of these vehicles. Matt advised that since there must be an ordinance, until such ordinance is passed, he would like to restrict the use of both. Discussion followed regarding the use of these vehicles. **Greg Sims made a motion that the Council pursue putting an ordinance together for golf carts only. Tim Shoaf seconded.** Jonathan Titus requested more time to research the issue and may be in favor of the use of both vehicles. **Motion denied 2/3. Paula Pollitt made a motion to research an ordinance for both golf carts and UVs. Seconded by Jonathan. Motion carried 3/2.** The ordinance as written by Mel regulating the use of both types of vehicles will be researched. Until an ordinance is passed, neither vehicle is allowed on the streets of Hope.

UNSAFE BUILDING ORDINANCE

Cindy reminded the town that there is an Unsafe Building Ordinance in place that was adopted June 18, 2012 that needs a good deal of tweaking to be useable. She and Mel will meet this week to discuss this and Cindy will have an amended ordinance ready for the next Council meeting. Mel advised that the ordinance needs to be amended to reflect new legislation as presented at the IACC meeting. Diane Burton needs the ordinance updated to reference IC36-7-9-14 regarding the fund for the money if property is sold so she can comply with State Board of Accounts.

SCANNING & DESTROYING DOCUMENTS

Diane Burton addressed the topic of the overflow of documents stored in the back room. She went to a meeting regarding destroying records and found that none of the records can be destroyed. She has contacted a company by the name of GRM that specializes in document management and storage. The company was founded in 1987 in New York City and has been in the management solutions for storage for 25 years. Diane sent to the Council cost estimates on the type of documents that she would like to have scanned to clear some of the clutter in the back room. She stated that she doesn't want the price of \$12,500 on the vouchers to scare the Council, as this is an estimate on 50 boxes and what Diane would like to propose is to start with the AP vouchers since they are in the 11X17 large binders. Diane would like to have the company do 1 box (1 year) and get a true cost. Next year, she would like to do 10 boxes to start clearing out some of the older boxes. The cost to do just the AP register for 1 year would be \$887.35. This includes the \$250 one time setup fee and \$500 for 2 external hard drives. One hard drive is to be kept at Town Hall and the other is to be kept at the GRM facility in a fire safe location. This is the only company Diane has researched as they have tight security when dealing with confidential information. Diane clarified that the \$250 is the setup fee per document type. There would be \$250 setup for each document type such as vouchers, payroll, etc. **Jonathan made a motion to accept the bid of \$887.35 from GRM for scanning and destroying documents for one year. Greg seconded the motion.** Diane requested that this be part of the November/December meeting to approve scanning of 10 years of Accounts Payable registers (1 year to be done this year and 10 years to be done in 2015). This must be submitted to the state commission in November for their approval as well and she doesn't want to have approval for 1 box from the commission for this year and then wait until November of 2015 for approval of the 10 years. She would like to request approval from the commission for

the entire process at one time. **Jonathan withdrew his motion and Greg withdrew his second. Jonathan restated his motion that Council approve scanning and destroying 10 years of Accounts Payable registers through GRM. Greg seconded. Motion carried 5/0.**

Additional notes:

Tim Shoaf asked Cindy Boll that copies of Cindy's documents pertaining the Town of Hope be kept at Town Hall for quicker and easier reference.

Diane Jekel advised of the Chamber's After Hours event at Strawberry Fields on Thursday, October 16 at 5:30 – 6:30 p.m. This will be a meet and greet with local candidates coming up on the new ballots and Mel will go over the Comprehensive Plan for the Town.

Meeting adjourned at 7:32 p.m.

Attest

