

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 November 3, 2014.

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

Purpose of meeting: Working Session

The meeting was called to order by Paula Pollitt.

WATER PROJECT

Diane Burton did a cost analysis for the Council for a family of 6-7, 4, 2 and 1 to get the average charge currently, without OCRA options 3 & 4 and with OCRA options 3 and 4 showing the increase with these options. This information was shared with the Council. Steve Robertson, Tony Akles, Mel Fox and Trena Carter met to discuss different aspects of the Project and came up with an outline and recommendations. Tony provided an overview of this meeting to the Council. A copy of the different funding options was handed out. Tony went over the options showing the amount with the OCRA Grant and the amount without the OCRA grant should the grant not be received. A chart was also presented showing the cost improvement with less water loss. It was strongly recommended that Hope go after the OCRA grant. Once the grant is received, Hope has 18 months for the project to be completed. If Hope utilizes the State Revolving Fund along with applying for the grant, Strand (if chosen to do the engineering), could start earlier, before the grant is announced. Some of the preliminary work could be completed, saving time once the grant is awarded. With OCRA, a local match is required for the Project. OCRA requires the local match be secured prior to applying for the grant. The application will probably be due in May of 2015 so the Town has to decide what to do for the additional funding prior to that date. Tony presented the recommendation that the town not only submit the Preliminary Engineering Report (PER) to OCRA for approval but go ahead and submit it to the SRF for their review and score as well to get them moving forward in the process of determining if they can commit money to the town for the project. Tim asked if funds used in the engineering project are part of the local match. Tony assured him they are. Tim's concern is that if we pay for engineering and then not end up going forward with the project due to not obtaining funding, we threw the money away. Tony said that the application to SRF should be submitted prior to the end of the year to get a guarantee of funding before any engineering work is started. No engineering work will be done until the SRF loan is secured. The SRF approval doesn't commit the town to anything. It is a sort of pre-approval of the funds. The process of applying for SRF loans was explained. The interest rate cannot go below 2%. However, if the rate jumps up for example to 2.25 before the loan is closed, there are incentives in place that could take the rate back down to 2% if necessary. This would involve addition work in the form of a Business Case and will be addressed only if needed. After the determination of approval of the loan in early 2015, the town will have to look at procuring the services of a Rate Consultant. Strand has done some preliminary rates but they are not rate consultants. They have a person on staff that can do that; however, they recommend different proposals for this service be obtained. Next year, SRF is going to require an Asset Management Plan of anyone that obtains a loan through them. An Asset Management Plan can be either pretty short or pretty lengthy. There is no guidance on this from SRF yet. An Asset Management Plan would involve identifying all the pipes in the ground. David Clouse has this information. The age of the pipes is also needed. At times, the SRF requires a Capital Improvement Plan. Tony is in hopes that this will not be required. The Asset Management Plan doesn't have to be presented until the final loan disbursement. Total funds of the project should be applied for through SRF in case the OCRA grant does not come about. Again, applying for the funds does not commit the town to anything. Options on Rural Development (RD) funding were discussed; however, the recommendation is for the SRF funding, due to lower interest rates. The only benefit to

using RD funding is that the loan can be stretched out to almost 40 years. In conclusion, the following recommendations on how to proceed were made:

- 1) Submit the application to OCRA
- 2) Submit the pre-application to SRF (Strand will help fill that out)
- 3) Conduct a rate study
- 4) Consider how to maintain the water tower (If it is found that the OCRA grant is received, SRF has stated that we could potentially add the repairs/needed maintenance of the water tower to the SRF loan)

What is needed from the Council at this time is a decision as to what alternative they want to recommend so that Strand can finalize the PER and get it to OCRA and SRF. Strand recommends Alternative #3 as it is halfway in between. Paula stated that if we go after Alternative #4, we can get everything fixed that needs repaired. If we go after Alternative #3, we still have to go back later and go after the rest of the repairs and the labor costs and material costs are going to go up. OCRA has a minimum of 7 years before a town can re-apply for a grant. Tim asked if Alternative #4 would also help with fire protection for Goshen Meadows. Tony said that yes, it will aid in the form of a second connection for Goshen Meadows. Currently, there is only one connection for Goshen Meadows. Tim stated that Alternative #4 will aid in obtaining our ISO rating better and this will in turn help with insurance rates. Mel stated that she had asked her husband to be at the meeting because he was the USDA Rural Development State Director for 8 years. He has reviewed the alternatives. He recommends Alternative #4 with the SRF loan and OCRA grant. This is based on 8 years of experience doing these types of projects. **Motion was made by Tim Shoaf to proceed with looking into Alternative #4 and submit the pre-application for the SRF loan. Jerry Bragg seconded. Motion carried 4/0.** Tony complimented the Council on their input on this Project.

GOLF AND UTV ORDINANCE (SECOND READING)

Paula stated this is the second reading of Ordinance 2014-05—Golf and UTV Ordinance. The Ordinance was read by Paula. Tim commented on Section II, #1—Golf Carts/UV's (the definition of such)—the definition should read "A vehicle designed and manufactured for operation on a golf course or for sporting/recreational purposes. He also questioned the portion of Section III which reads "no person shall operate a golf cart or UV with a bench seat and steering wheel in the town except for..." Tim questioned why this section is included. Jonathan recommended deleting "with a bench seat and steering wheel". Tim also questioned the requirements for seat belts. Comments were made that they are not made with seat belts. **Jonathan made a motion to approve the ordinance with corrections. Jerry Bragg seconded the motion.** James Rudicell stated that his Mule is old enough that it doesn't have a title. He has it insured under his Homeowner's insurance. He had 2 questions: 1) Since he has paid and registered his UV with the BMV, does he also need a separate permit from the town of Hope and 2) Since the vehicle is insured under my Homeowners policy, do I have to carry my Homeowners insurance policy with me on the UV at all times. Tim answered you have to have a permit with the town. There was discussion regarding the insurance. Tim stated that there must be a specific coverage declaring the vehicle is covered for street usage. Matt Tallent stated that as long as there is a VIN, it is not necessary to provide the title since the vehicle does not have one due to its age. Tim stated that since an individual must be a resident of the town, they must have a permit from the town to drive the vehicle on the streets. Jonathan stated he wants to publicly applaud Tim for his diligence and keeping the Council on their toes, helping to craft the best ordinance possible. **Motion carried 3/1.** Cindy will take care of publishing the ordinance in the Republic.

SALARY ORDINANCE

Jonathan Titus made a motion to proceed with the Salary Ordinance #2014-06 at 2%. Tim seconded the motion. Diane Burton requested that the Deputy Clerk Treasurer salary range be increased by \$1.00. Tim stated that he would like to see the Utility Superintendent and the Town Marshal have equal salaries. Paula agreed with Tim.

Jonathan stated other towns pay the Superintendent more due to the fact that it is harder to replace a Superintendent. **This reading of the Ordinance includes the raise in salary for the Deputy Clerk Treasurer and also states that the Town Marshal salary is not to exceed being equal to the Utilities Superintendent. Motion to approve the first reading carried 4/0.** There will be a second reading of this Ordinance at the regular Council meeting.

RENTAL PROPERTY REGISTRY ORDINANCE (2nd Reading)

Cindy Boll stated that the first reading of this Ordinance #2014-07 was at the meeting on October 20. There have been a few corrections since that time. Jonathan read the Ordinance with the corrections. Tim made a motion that we adopt 2014-07. Jonathan seconded the motion. Ed asked if the fee to register has been removed. Tim answered there is not a fee in this Ordinance. Ed asked if he had to provide a list of tenants. Tim responded that only the landlords must be registered. Steve asked if all of the information requested had to be provided, stating that some landlords may not have a fax number or email address. It is understood that this may occur and if so, this information is not required on the form. Steve asked if the landlord must live in Bartholomew Co. or, if not a Bartholomew Co. resident, an agent must be hired to manage the property. The Council decided to remove the portion of the ordinance requiring Bartholomew Co. residency. Ed asked what the difference is between this and the county registration. Tim and Paula explained that the registration for the Town of Hope provides all of the contact information for landlords and streamlines the contact process in case of emergency. Randy asked if there is a provision that if the landlord doesn't pay the \$250 fine, can it be added to their taxes and if not, how is this going to be enforced. Cindy stated only certain things can become liens; however, it is possible to get a judgment against the person. This becomes a judgment lien against the landlord and if the person sells the property, this shows up in the records. Cindy stated we are looking at the first of the year for this to be put into use. There is going to need to be some educating and communication with the landlords. **Motion made by Tim to accept Ordinance #2014-07 Rental Registration Program with corrections as stated. Jonathan seconded the motion. Motion carried 4/0.** Cindy will take care of publishing this Ordinance in the Republic.

FIRE DEPARTMENT CONTRACT

Cindy Boll stated that she and Mel talked about the Fire Department Contract and felt that they would bring it to the attention of the Council now. They want to remind the Council of a few things. It would be great to have the terms of the contract figured out by the first of the year. She reminded the Council that last year, Paragraph 4 and 5 were tweaked as far as goals and expectations. She recommends reviewing the past year and discussing the Contract. Tim stated that he would like to see it ironed out before January 1. Cindy stated the Advisory Committee might be a good place to start the discussion. The Advisory Committee is scheduled to meet November 6 at 7:00 p.m. The Advisory Committee consists of the following people: Rick Everroad, Chairman; Bruce Neal, Fire Chief; Matt Tallent, Town Marshal; Paula Pollit, Council President; Spencer Gross; Georgia McCarty; John Beeker; Jim Tedder; Ed Johnson; and Levi Garrison.

FOURMAN ENTERPRISES PROCEDURE/TAX ABATEMENT

Cindy asked if there is any public comments regarding the Tax Abatement for Fourman Enterprises. Randy Sims asked if there is a map designating the business park as an Economic Development area. Cindy stated that at some point in the past, there was a designation of that area. Matt Galbraith may have this map. The Council will check with Matt to see if he has the requested map. Randy stated that the map should be signed every time a change is made. The current zoning map has an official date of 1993. There are written changes that have not been put on the map. Steve stated that surveyors should be making the changes to the actual maps. **Tim made Motion to reconfirm the Fourman Tax Abatement. Jerry seconded. Motion carries 4/0.** The tax abatement is for a ten year period.

WEST DRIVE/HOPE AMERICAN LEGION

Jonathan Titus, an officer of the American Legion, stated there has been some damage done to the Legion property by Rumpke trucks. First the officers of the Legion went to Rumpke and they agreed to pay to repair this damage. The legion asked if I would bring it to the council and see if there could be improvements made to the road. I spoke to David. David and Mel looked at it. Based on the conversations I've had with our street supervisor and our town manager, I would like to suggest we consider making West Drive a one way. Jonathan explained how the road was narrow and how it is used a lot by trucks. There was discussion on how this would impact the use of this road. There were concerns on how this was going to impact the trucks. Steve Robertson suggested American Legion figure out a way to block off or narrow their entrance. The council agreed.

SHELTER HOUSE POLICY AND USER FEE

Mel Fox reviewed the Shelter House Policy amendment that she and Diane updated. Residence will go to the police department and pay the \$5.00 deposit. They will sign a registry so we know who has the key. They will also sign when they turn the key back in. If the bandstand music needs turned down, someone from the Police Department can turn it down. Mel suggested the user fee be increased for residence outside of Hope area. It is currently \$10.00. Fees were discussed. **Tim made a motion to increase the fee to \$25.00 for any nonresident of Hope usage for the shelter house. Jonathan seconded. Motion carries 4/0.** This was a first reading for this ordinance amendment.

Meeting adjourned at 7:38 p.m.

Attest

