

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 May 5, 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.

PYRAMID NETWORK SERVICES – VERIZON WIRELESS

Michael Schubert, Pyramid Network Services contracted by Verizon, stated what I do is find land for cell phone towers. Right now the site that Verizon is at is north of Hope. It needs to be off loaded a little bit. We need another tower in the area. There are three options for Verizon. According to their engineers this is the exact location of where they would want to be. Verizon would like to proceed with the water tower. They like the option of being able to throw their equipment on top of your water tower. Saves us from having to build a tower. Verizon would like to proceed with this with the water tower. They are prepared to offer around \$900 per month in return for space for us being able to put our antennas on top of this water tower. Michael showed a picture of what the installations will typically look like. Michael stated we will have a structure that houses all our electrical equipment. This will also house a backup generator in case of emergencies and power outages. It's an 11 foot X 26 foot prefabricated structure. We can work out whether we would want to put on our own little section within the compound so we can have our own access to it or if we just wanted to go ahead and use what's already provided. Right now Verizon's project is by 2015 is to have started to expand their coverage two to three times. There will be quite a few sectors on top of the tower. It will be in three different locations. David Clouse stated it has the Hope letters on two sides. It would be nice if they didn't block those. Michael answered I'm sure that is something that would be able to be figured out. If we put up the antennas, then we would repaint over the Hope and then paint in between the antennas. They are definitely more than willing to work with you guys as far as your request. David stated there will be three up there. The school has one up there too. Bruce asked how it is secured to the top. Michael answered it's a metal structure, just basically your A frame, they'll attach the antennas onto that and then the sleighs are actually installed on top of the tower. I'm pretty sure it's bolted on. This is something I don't think they would do unless they had to do it. Jonathan stated I think the catwalk can work. The main thing we wanted to make sure David is their equipment on the ground. I think there's room. David answered the spot he had highlighted I think would be fine. Jonathan stated and then they need to have access to it. David answered we can double lock. Michael said we can alter the fence a little bit. The shelter facing where the door is, if we had a fence that was just our own. David stated we don't own any property outside the fence. Paula asked when would they plan on starting this. Michael answered all these projects are on the fast track. As soon as I have the yes, they're going to be coming out here, the engineers are going to need to look at it and start planning their construction project. David stated our engineers will need to know what you've got. Michael suggested instead of waiting a couple of years to paint it, have it done prior to the installation of the antennas. I will ask Verizon if that is something they'll pay to do to help keep things rolling on the project. The lease term is five, five year terms so this is a twenty-five year lease. Tim said do you have a rough contract that we can show our attorney. Michael said the lease draft is drafted once we have that yes they want this. They're ready to go. They're really interested. That's when we go to the attorney and say we need to draw up the lease and then we deliver it to you guys. David stated he didn't have any major reservations.

Jonathan made a motion to begin negotiations between Michael and David as our point of contact. Jerry seconded. Motion carries 4/0.

HARTSVILLE POLICE COVERAGE

Tim stated his big concern in contracting with Hartsville is liability. Jonathan stated there will have to be some type of legal agreement. Tim also had concern with State Board of Accounts and if we can subcontract our police officers out. Matt stated I spoke with her (Nancy Berkenstock). They just want us to go over there just if there is a call. Not patrol over there. Not be over there during our shift just if there is a call over there. We go over there anyway. Anytime Hartsville calls, the Sheriff's department sends us anyway because we are closest. We're over there regardless of whether we're getting paid to be over there or not. Discussion. Diane stated I don't know why State Board of Accounts would have an issue. I'm not sure about the liability insurance. I will check on that. Paula stated I will give Cindy a call and see what she thinks. Matt suggested for them to contract through the reserves. One or two days a week a reserve could go out and use Hartsville's vehicle and their equipment. Diane clarified your saying have them pay a reserve. Matt stated I'm saying let them donate to a reserve fund that we have. Diane stated that was one point she (Nancy) made was she believes they have to pay as part of their budget.

POLICE DEPARTMENT VEHICLE DONATION

Matt stated basically what I'm going to have to do if we want the vehicle, I have to write a letter to the County Commissioners. The vehicle is the same year as the one we just bought, 2010. I've got a list of everything we will need for the vehicle. With the vinyl wrapping and striping of the vehicle it comes to \$5,125.93. What I would like to do is take the Tahoe out of service completely until winter time. We have to have a four wheel drive come winter time. Bring the Tahoe back in service at winter time. At the first of the year look to trade the Tahoe and the 2008 Crown Vic in on a newer four wheel drive. Jonathan stated to me it sounds like a pretty good deal for that amount of money to upgrade our fleet. With the amount of miles we tend to put on, I would think your mileage is a little bit better on a newer one. Discussion. Tim asked if we have the money in the budget to do it. Matt confirmed. Larry asked if you don't want the vehicle anymore does that go back to the county. Matt confirmed. Tim asked for the status of the 2002 Crown Vic. Matt answered we are going to have another auction on the 17th. If nobody shows up for this auction, WW Auto has offered us \$500 cash for the vehicle.

Tim made a motion to allow Matt to generate a letter to the County Commissioner requesting the vehicle. Jonathan seconded. Motion carries 4/0.

NORTH STAR BRANDING

Jonathan stated after reviewing it I would prefer as a town we not necessarily pursue. I'm comfortable letting the chamber know about it if it would be something they want to go after. The council agreed the chamber would be a better fit. Diane will email the information to the chamber.

PERSONNEL POLICY

Paula stated I've had some issues so I'm having to retype the whole thing. Tim asked is that including our drug testing policy. Paula confirmed it will. Tim asked is that in effect yet. Paula stated everybody has signed the drug policy. We're just trying to work out a date for the baseline. Discussion. Diane stated a correction came up when making the health insurance change. The policy needs to be a changed from 91 days to 90 days. It's on page 16 per Lisa with Richardson & Associates. Also it talks about vacation time for part-time employees. Can we be a little clearer on who we're giving that to. It's very vague and we have a lot of very part-time dispatchers. Tim stated I thought you had to be full time to get benefits. Diane stated that's fine but that's not what the policy states. Diane read the policy which states: Part-time employees shall be considered eligible for vacation pay proportionally to that employee's pay and hours scheduled to work. Discussion. Diane stated in talking to Brenda about it, she thought an average of sixteen hours would be fair. If someone is just filling in or working one day a week do we want to give them vacation time especially if it's not consistent. Discussion. They decided to discuss this at the next meeting. Diane asked if the spouse does not have health insurance with the town but they do have dental and

vision, does the employee contribution get based on health insurance or based on if they have any insurance with the town. The council confirmed it is based on any insurance; health, dental and vision.

TOWN ADMINISTRATOR OFFICE

Tim asked where are we wanting to put the Town Administrator. Paula asked if we have had some applicants. Diane answered we have eight. Tim stated there is an area in the back room or the room that is housing the break room right now. Jonathan stated I want them on the square. They decided on the room that is currently the break room. The council decided the room needs to be painted and new flooring. They will get Whittington to put in the flooring. The council asked what amount requires three bids. Diane will contact State Board of Accounts and find out. Jonathan suggested asking David for referrals. Tim will find someone to paint the room. Jonathan stated once we reach the cut off, we can screen the applicants and select two or three for interviews. The council scheduled the date to review the applicants. There will be an executive meeting at 5:30 on June 2nd prior to the Working Session which will begin at 6:30. Diane will email all the applications to the council so they can begin to review them.

PUBLIC COMMENT

Bruce Neal stated I talked with Tim up at the fire house. It looks like we may have all the Is dotted and the Ts crossed by the end of the month. We are going to have an open house. We're not exactly sure when. The building is something we can all be proud of I hope.

Meeting adjourned at 6:42 p.m.

Attest
