

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 6:09 p.m. on July 7, 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

The meeting was called to order by Paula Pollitt.

TOWN MANAGER

Cindy read the Resolution 2014-04 which reads as follows:

TOWN OF HOPE, INDIANA
RESOLUTION NO. 2014-04
A RESOLUTION CREATING THE POSITION OF
AND AUTHORIZING THE EMPLOMENT OF A TOWN MANAGER
FOR THE TOWN OF HOPE, INDIANA

WHEREAS, the Town Council of the Town of Hope, Indiana, has the authority to employ a town manager;
and

WHEREAS, the Town Council has determined that the employment of a town manager for the Town is appropriate because of the growth of the Town and its utilities;

NOW THEREFORE, BE IT RESOLVED by the Town Council of the Town of Hope, Indiana that:

Section 1. The position of Town Manager for the Town of Hope, Indiana, is hereby created.

Section 2. The Town Council is authorized to employ a Town Manager for the Town, pursuant to Indiana Code 36-5-5, to be the administrative head of the town government.

Section 3. The Town Manager shall serve at the pleasure of the Town Council.

Section 4. The Town Manager shall be paid an annual compensation to be determined by the Town Council, payable in the same manner as other employees of the Town. The Town Manager shall be a full-time salaried employee of the Town.

Section 5. A. Except as provided in Section 5B of this Resolution and/or unless provided otherwise by written order, resolution or ordinance of the Town Council, the Town Manager shall have the powers and duties set forth in Indiana Code 36-5-5-8.

B. The powers of the Town Manager shall not include powers under Indiana Code 36-5-5-8 (2) & (3).

Section 6. The Town Council shall have the power to repeal, amend or otherwise modify this Resolution; provided, however, that no such modification shall impair the vested contract rights, if any, of any town manager holding the position at the time of such modification.

Section 7. This Resolution shall be in full force and effect from and after its adoption.

Passed and adopted by the Town Council of the Town of Hope, Indiana on July 7, 2014.

Tim made a motion to accept the Resolution 2014-04. Greg seconded. Motion carries 5/0.

Paula introduced our new Town Manager, Mel Fox. Paula stated Mel is from Greensburg. She comes to us with a lot of experience, a lot of enthusiasm and a lot of contacts that will help the town in our growth. She has ancestors here in Hope. She welcomed Mel and introduced her to the group.

Tim made a motion for Mel Fox to be our Town Manger. Greg seconded. Motion carries 5/0.

Mel stated first I want to thank you all for instilling your trust in me to do this job. I am very humbled, very proud and very excited. I am one of you, growing up on a farm in Shelby County and living in Greensburg. I really am familiar with rural Indiana. I'm reading a book right now where a lady from Oklahoma, her specialty is all about rural towns. Right now the most important thing in trends is the local. Local foods, the local experience. Look what this town has to offer. I'm just very excited. As you said I have ancestors here. I look forward to working with all of you and I will be knocking on your doors to talk to you.

Larry Simpson asked if Town Manager was chosen instead of Town Administrator because of some state codes. Cindy Boll answered if you look in that code section, there is a whole list of powers that the Town Council can have the person have. As in many small towns the two that were accepted out were to do with sole authority for hiring employees and for terminating employees. I think they felt it was very important that the supervisors are the ones that hire their own employees. Paula explained she is in the chain of command above the supervisors. They will have their same job descriptions that they had before. They just report to her and she reports to us.

Tim made a motion that we approve the purchase of office furniture & computer equipment not to exceed \$4,000. Greg seconded. Paula stated if it goes over that just let us know and we can approve it from that point. **Motion carries 5/0.** Diane asked if we can pay for those expenses from Edit Funds. I spoke with State Board of Accounts and he felt we needed to make an amendment to the Edit Plan Ordinance for the salary and if you are wanted to pay expenses, for that as well. You can word it as a startup. We will need the ordinance in place before payroll. I will have it by the next meeting. It was decided that the motion made needed to be rescinded and made to include that the expenses will be paid from Edit Funds. **Tim made a motion to rescind my previous motion. Greg seconded. Motion carries 5/0. Tim made a motion we approve funds to be taken from Edit funds not to exceed \$4,000 for equipment and furniture for the Town Manager's office. Greg seconded. Motion carries 5/0.**

Paula read the letter for the job offer to Melina Fox which reads as follows:

Dear Melina Fox,

Pursuant to our verbal discussion, the Town of Hope is pleased to offer you a job as Town Manager. We trust that your knowledge, skills and experience will be among our most valuable assets.

As an employee of the Town of Hope, you'll be eligible to receive the following beginning on your hire date:

- An annual salary of \$45,000 which is \$1,730.77 to be paid on a bi-weekly basis.
- Paid holidays as outlined in the Employee Handbook.
- Paid time off as outlined in the Employee Handbook.
- Benefits including healthcare and retirement as outlined in the Employee Handbook.

Consistent with Town practices, we require all employees to sign and adhere to the expectations outlined in their job description as well as the Employee Handbook. Additionally, as with all of our staff, employment with the Town of Hope is on an at-will basis and can be terminated at any time by you or the Town with proper notification.

To accept this job offer, sign and date where indicated below.

The Council for the Town of Hope looks forward to welcoming you aboard. You will report directly to the Town Council with a strong working relationship with the Clerk Treasurer.

Agreed and Accepted:

The letter was signed and dated by Mel.

CLAIM APPROVAL

Diane stated I have two claims. They are for expenses for directing traffic on June 23rd during the valve replacement on State Road 9. One for \$100 for David Boston and one for \$100 for Derik Hughes for a total of \$200.00. Tim questioned the claim. David Clouse explained we hired two off duty policeman to flag while we were digging by Shaton's.

Tim made a motion to approve the claim. Greg seconded. Motion carries 5/0.

4 WAY STOP- HIGH & SCOTT STREET

Matt Tallent stated I've set up there twice a day from 8:30 to 9:30 and sometime in the afternoon usually either noon or 1:00. I always sit for an hour. I haven't clocked anyone over eighteen miles an hour on Scott Street. Tim stated Randy Sims did send me the documentation he got through whatever they deal with on streets and stuff and there was a pretty lengthy argument not to use stop signs for speed control. Jonathan stated I have not heard another complaint since that night so I don't know if the word got out that Nellie showed up. Maybe the word got out that Matt was up there some. Diane stated Rick Everroad mentioned you might want to do a speed bump versus a stop sign. Discussion. Tim stated if it happens again, go talk to the repeat offender. Jonathan asked Matt to talk to Nellie. Matt stated he has had conversation with her.

NEIGHBORHOOD CLEANUP

Tim stated what prompted me on this, we're repeatedly fighting trash around these houses, falling down buildings and all that stuff. We've ran into several things. One thing we have a heck of a time identifying who the property owners are. Matt Galbraith answered sometimes. Absentee landlords are hard to track down. Repossessed property are very, very hard to track down. We've got at least two cases Cindy is trying to find property owners on. Tim stated I would love to identify every property in Hope and who the owner is, who the tenant is. That way Matt knows who to send the letter to. Tim asked If it's a rental house with a problem, who all gets notified on that. Matt answered the landlord. Legally the landlord is responsible. Tim stated I understand that but we could still notify the tenant that the landlord is going to get fined. Matt confirmed. Matt stated how I find property owners is through the Bartholomew County GIS. It is very accurate on property owners unless it is repossessed. Discussion. Tim stated Diane gave us this today. It's a workshop dealing with this problem. It looks like it could be very informative. I'm to the point I'm tired of fighting these guys in court. If it gets bad enough, we'll go in there and clean it up and put a lien on the property. Discussion. Paula stated it seems to me that Columbus and Indianapolis both have issued some rules on properties that have been abandoned, that the city can tear them down. I think we need to look into that. Matt stated I think you may have that authority because the City of Columbus goes through their Board of Works. You are the Board of Works for the town. Tim asked Matt what his process is. Matt answered we'll do a follow-up investigation. If they don't do it within two weeks of that, it goes to Cindy. Tim suggested just giving them fifteen days and if it's not cleaned up, put a lien against their property for all cost incurred. Greg suggested sending the first notice to tenant and the landlord. Discussion. It was decided that Mel and Tim would

attend a workshop, Prevention and Redevelopment Strategies for Abandoned and Problem Properties. Jonathan stated it's the same people we keep going after. Mel stated I think Tim Moed, a State Rep in Indianapolis, is a big driver of some of this as I recall. If you look down at the next one I like that idea what you all say, Preventative Measures. July 1st is when all new legislation will take effect. Tim stated Diane had brought up the thought of somehow getting involved in people taking some pride and rehabbing some houses and letting it get contagious. Before we can lure people to do that we got to show that your property is going to hold value. I think we are going to have to stick some teeth in it. Matt Galbraith stated you won't get any argument from me. Discussion. Tim stated I would still like to look into getting a town wide trash pickup. Tim asked Mel to look into it and the possibility of billing through the utility bill. It would get rid of that excuse, well I didn't have a way to get my trash out of here. Tim stated when we looked at it before it was going to save a household \$4 a month. Paula said what if you don't need it. Greg said my parents are the same way but we need to clean up the town. Tim stated you might negotiate dumpsters for cleanup day once a year. Discussion. David asked if you are going to do it on commercial. Tim asked could we make it just attach to residential. Tim stated I don't think we want to get into commercial pickup. Greg stated my wife and son went to a Sherriff's sale a couple of months ago. There was like twelve pieces of property that was being sold. Nine of the twelve was in Hope, Indiana. I don't know if any of them sold. Discussion. Tim stated Franklin I think has some investors. They would buy an old house and would basically clean it up, gut it, paint the outside of it, have it looking good and sell it. The buyer can see the light at the end of the tunnel. The group that did it had very little invested because all they did was bought the property and did more elbow grease than anything. They just cleaned it up and put a paint job on it. You've got to make it desirable enough that somebody will come and put that investment into it. Discussion.

ANIMAL CONTROL

Tim stated to Jenny we haven't touched based with you on procedure. What we expect. What you expect. I don't know how clear we are on things as far as where we are picking animals up, where we are taking them. One thing on taking critters to the Humane Society, how are we setting on budget. Jenny said last month is going to make it go really high. I think there was twenty-one animals taken in to the Humane Society in May and June. Greg asked the cost per animal. Jenny answered \$45.00. Tim clarified when we take these animals in, these are animals that people do not claim. Jenny confirmed. Some owners have paid. Diane asked how often they invoice. Jenny answered they're really late on it. Diane stated that makes it hard to budget. Tim asked how we are on our budget. Diane confirmed that we are fine on our budget. Jenny stated Bartholomew County Animal Control stated I really need to carry pepper spray and a medication called Ace (which knocks dogs out). Discussion. Jenny stated the Humane Society won't accept Pit Bulls without being drugged up so they won't get hurt. We have a lot of Pit Bulls in this town. Tim suggested communicating to Diane what you are doing so she can watch the budget. Discussion. Tim asked if she is charging fines. Jenny answered it depends if it's accidental or if they have a good reason. If it's a repeat problem, they are going to get a fine. Mel asked if she has been able to work with any of the rescue facilities instead of taking them to the Humane Society. Jenny answered I was really good with CARE and then I had to leave and that got ruined. Tim asked weren't they the ones that just wanted to turn them back into the neighborhoods. Jenny answered yes but there fixed and they don't last very long. It only cost \$10 to \$15. Larry asked if the town requires tags. Jenny said yes but it's not really enforced too much. Jenny stated I think micro chipping would be great. That would make money, it would be easier on me because I could scan them because there are so many of them scanned right now and I don't have a scanner. Micro chipping is easy. Tim suggested that Jenny get some pepper spray from the police department. Jenny confirmed it was ok to use the pepper spray. Tim answered if the dog is in a position to get peppered sprayed, they (owner) don't have a complaint. Paula stated Jenny does a good job.

Matt Galbraith stated in our building code we have a building permit we issue for above ground pools. How I'm interpreting above ground pools that need a building permit is if you're sitting in a filter system, you're upgrading your electrical then a building permit is needed. What do you want to do for above ground pools that do not need

any type of electrical upgrades. You blow them up, fill them with water and plug them in with an extension cord. The council agreed with Matt that no permit is needed in that situation.

Meeting adjourned at 7:18 p.m.

Attest

