

**NASHVILLE TOWN COUNCIL MEETING
THURSDAY, JULY 21, 2011**

ATTENDANCE – Council members present – President Robert Kirlin, Vice-President Charles B. King, Councilmember Sean Cassidy and Councilmember Jane Gore. Council member not present – Councilmember Arthur Omberg. Also in attendance –Town Superintendent Roger Bush, Chief Administrator Phyllis Carr, Town Marshal Stephanie Loerzel, Town Attorney Jim Roberts and Deputy Clerk-Treasurer Debbie Ferry.

REGULAR COUNCIL BUSINESS – 7PM

1) CALL TO ORDER by President Kirlin at 7:02pm.

2) PLEDGE OF ALLEGIANCE

President Kirlin asked all in attendance to rise and recite the Pledge of Allegiance.

3) ROLL CALL by Deputy Clerk-Treasurer Ferry.

4) APPROVAL OF AGENDA

President Kirlin advised there is one minor change under Old Business; they are postponing the discussion regarding walking thoroughfares and Molly's Lane. President Kirlin explained they are still waiting on a plan from those that are requesting to close Molly's Lane and will table this discussion until they receive a plan.

President Kirlin asked if there were any other changes to the agenda. No other changes voiced. Councilmember Cassidy moved to approve the agenda as amended. Councilmember Gore seconded the motion. All were unanimously in favor.

5) APPROVAL OF THE MINUTES

President Kirlin advised the following minutes had been submitted for approval: June 16, 2011 meeting, June 23, 2011 meeting, July 1, 2011 meeting and July 7, 2011 meeting. Vice-President King moved to approve the minutes as presented. Councilmember Gore seconded the motion. All were unanimously in favor.

6) COMMUNICATIONS

A. Written

Nothing presented.

B. Audience

An audience member asked when the Council receives written plans for Molly's Lane proposal, could the plans be posted on the Town's website. President Kirlin advised the proposal would be a public record and they will make them available on-line. President Kirlin noted it will be on the agenda for the August meeting as it automatically carries over but they will not discuss the proposal unless they have the plans.

7) TOWN MARSHAL – STEPHANIE LOERZEL

A. Council Inquiries

Town Marshal Loerzel spoke about parking tickets and reported she e-mailed a letter to the Council from a person that had received two tickets. The person was supposed to be in attendance this evening but is not. Town Marshal Loerzel asked in the e-mail if the Council would agree with her to void one

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ticket and have the person pay for the other ticket. The ticketed person can only pay \$1 per week and is willing to do so. Discussion. President Kirlin asked what the Council wanted to do with the tickets and commented if it is not a reoccurring problem then he doesn't have any problem voiding both tickets. Vice-President King agreed with President Kirlin.

Councilmember Gore moved to void both parking tickets. Vice-President King seconded the motion. Councilmember Cassidy noted the officer tried to talk to the resident before writing the ticket and no one would answer the door. All were unanimously in favor of the motion.

Town Marshal Loerzel spoke about an Animal Violation Ticket for proof of vaccination and proof of registration for a dog. The owner could not provide the documents and the police department has had problems with the owner keeping his dog on his property. The ticket is \$50 but the Council offered to dismiss the ticket if the owner purchased a Town dog license. The owner still has not obtained a license as he does not have renters insurance which is a requirement to obtain a license. Discussion.

President Kirlin commented that they should follow ordinances. President Kirlin asked Town Attorney Roberts what they should do. Town Attorney Roberts advised this is an unlicensed dog and therefore it is a nuisance under their ordinances, therefore they could seize the dog. Discussion. President Kirlin asked that this issue be referred to Animal Control. Town Marshal Loerzel advised she will speak with Tony West of Animal Control.

Town Marshal Loerzel spoke about illegal parking on Van Buren Street. She is not comfortable citing motorcycles that are parked there where there is absolutely no curb as it is crumbled away without yellow paint and it is not clear this is a no parking area. President Kirlin advised a work order was written today and he wants it executed ASAP to go out and buy a can of yellow spray paint and where the curb is broken down spray paint it. Vice-President King suggested they stripe the pavement instead. President Kirlin asked Town Superintendent Bush to solve the problem tomorrow.

Town Marshal Loerzel commented in the eleven years she has worked for the Town they have not increased the parking ticket fees and she would like to know what she needs to do to get this process rolling. President Kirlin suggested Town Marshal Loerzel check with other communities of the same size and report back to the Council what she would like to do. Town Attorney Roberts noted he will need to amend the ordinance as well and asked Town Marshal Loerzel to make a proposal and he will do an ordinance.

Officer Jeff Brown addressed the Council regarding the National Night Out program. He explained this national event is to get the community and police departments to work together to stomp out crime. The event is held the first Tuesday of August, this year being August 2, 2011 from 6-9pm. He explained that several local communities have held this event.

Officer Brown would like to hold the event at Washington and Jefferson Streets at the Nashville Christian Church Fieldhouse. For this event, Reserve Officer Clevenger will cook barbeque and they will also offer baked beans, potato salad and soft drinks. Officer Brown is hoping to incorporate the State Police and possibly a canine unit; they will also invite the Brown County Sheriff's Department along with the Nashville Fire Department and EMS. Officer Brown reported they will also include games and music and a bicycle parade for the children. Parking will be available in the church parking lot. Town Marshal Loerzel advised they may request to block off Washington Street from Van Buren to Jefferson Street.

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Town Marshal Loerzel explained the Department will need money from the Town Council in order to purchase items for the evening. She asked for \$500 to \$600 for the event.

Vice-President King moved to issue a warrant in the amount of \$500 out of the Riverboat Gambling Fund to the Police Department for the National Night Out event to be held August 2, 2011. Councilmember Cassiday seconded the motion. All were unanimously in favor.

President Kirlin asked if they have heard of the new youth group in town called BETA. He suggested Officer Brown contact them and see if they want to be a participant in the event. An audience member suggested they post the event on Facebook as well.

Vice-President King asked if Town Marshal Loerzel had ordered new vehicles yet. Town Marshal Loerzel has not ordered them yet but she will have to meet with Clerk-Treasurer Young regarding available funds but they are still looking into vehicles. Vice-President King asked that they continue to look into the SUV type vehicles. Town Marshal Loerzel reported the Brown County Sheriff's Department is no longer selling them a SUV, but she is looking at one with the Greenwood Fire Department.

NEW BUSINESS

1) INDIANA LANDMARKS – AGREEMENT FOR PROFESSIONAL SERVICES

Chief Administrator Carr advised the only change on this agreement from last year are the dates, the cost of the agreement, \$4,000.00 remains the same. President Kirlin noted these funds are in the budget for Indiana Landmarks to continue working with the Town's Development Review Commission. The current agreement ended on June 30, 2011. President Kirlin asked that they receive the agreement on a timelier basis next year.

Vice-President King moved to renew the contract with Indiana Landmarks for an additional year at a cost of \$4,000.00. Councilmember Cassiday seconded the motion. All were unanimously in favor.

2) ANY OTHER NEW BUSINESS THAT MAY COME BEFORE THE COUNCIL

Nothing presented.

OLD BUSINESS

1) OFF PREMISE SIGNAGE ORDINANCE

President Kirlin advised this was presented at the last Council meeting and they talked about it a little bit but nothing was finalized. He asked Town Attorney Roberts for any updates on this. Town Attorney Roberts presented a rough draft for the Council to discuss. He spoke about the prohibition of off-premises signs and explained this is something that was originally written into the County's zoning ordinance back in the late 1970's. Town Attorney Roberts noted this has been incorporated into the Town ordinance but there are reasons that would encourage the Town to consider permitting off-premises signs as drafted and submitted without any restrict on the size of off-premises signage. Town Attorney Roberts explained this could permit, in a properly zoned area, after review by the Development Review Commission, a billboard. His first thought is that the Council should determine a limit on the size of this sort of signage. Town Attorney Roberts reported the Council has been debating what a directional sign is and if this ordinance was passed in such a way that there was a reasonable limit put on the size of off-premises signage the question of directional signs would be alleviated. However they would need to go through the steps of limiting the districts to B1, B2 and B3 and require a special exception and add an additional restriction as to the size of the sign

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President Kirlin clarified that Town Attorney Roberts is suggesting to roll off-premise signs as the same definition as an informational sign. Town Attorney Roberts does not currently see in the ordinance a definition of a directional sign. Discussion. President Kirlin suggested, with Council's permission, to have Town Attorney Roberts work up a definition in the ordinance regarding off-premise signage and informational signs and to make a limitation regarding the size of signs. Vice-President King would like this draft done as soon as possible.

President Kirlin suggested directional signs be no larger than 2' x 4'. Vice-President King commented they should go with a smaller size. President Kirlin wondered if they should have uniform signs or all different sizes. Councilmember Cassiday suggested they decide on size and does not have a problem with a four square foot sign. Town Superintendent Bush advised he is allowed to approve a sign that has a maximum of four square feet per side. President Kirlin asked how many off-premises signs a business may have. Councilmember Cassiday commented that the off-premise sign should be attached to a permanent structure.

Town Attorney Roberts reported with the way he has drafted the ordinance the off-premise sign would require a Certificate of Appropriateness from the Development Review Commission and they should give them guidelines to use. Discussion.

Council agreed that off-premise signage should be limited to two per business at a maximum and these signs may have the name of the business on the sign. The sign may be a maximum of 4 square feet per side and attached to a permanent structure.

President Kirlin opened up the discussion to members of the audience. Beverly Hines asked why Nashville needs more signs. President Kirlin commented that many signs are illegal and they are trying to control what is being put up. Another audience member commented that she is impressed with the current caliber of signs than what were displayed when she was younger. She finds the directional signs to be helpful to people. Councilmember Cassiday commented that he agrees there are too many signs but he feels they need to do something so they don't have a billion more. Debbie Gibson spoke and said from a business point of view, she believes a two sided sign should be considered two signs. Town Superintendent Bush explained this would not mirror the current ordinance. Discussion.

Councilmember Gore asked about some of the existing signs that are not in compliance, and if those signs would be grandfathered. Vice-President King advised if the signs are legal now they should be grandfathered for a time but if the sign is illegal they should take it down anyway. Town Attorney Roberts read from the draft ordinance to the Council and audience. He explained the intent of the ordinance is to get off-premise signage under very strict control.

Town Attorney Roberts reviewed what the Council has requested: signage must be attached to a permanent structure, shall not exceed a total of four square feet of both sides, no business shall have more than two off-premise signs. Vice-President King would like to add to the guidelines that two signs could not be right next to each other, they should be in different locations. President Kirlin noted informational signs are legal at this time.

Connie Percifield asked if the off-premise signage would be included in the amount of signage allowed at each business. Vice-President King advised off-premise signage is a separate issue and will not affect the allowable signage. Ms. Percifield noted for a time there near the Nashville House was a little stand with plexiglass that had maps of the town and asked if that won't be better to put that type of stand around town. President Kirlin reported they talked about that at previous meetings and there was

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a lot of uproar in doing this type of thing and he will not address it again. Ms. Percifield believes the stands could be done in a tasteful way and would look better than signs all over town. Discussion.

Town Attorney Roberts reported he will have a redraft of the ordinance for the August meeting and they may be in a position to get a hearing before the Planning Commission for their input.

2) SEWER EXPANSION PROJECT

Darrin Wells of Strand Engineers reported most of the major structures are now in place at the treatment plant. Mr. Wells advised due to the problems with getting the equipment delivered on time, Mitchell and Stark have requested a time extension and he presented the change order to the Council for their review. Mr. Wells explained OCRA has extended the deadline for the project until October 31, 2011.

Town Superintendent Bush asked if Mr. Wells has spoken with the contractor about going ahead and finishing up the structures and everything else possible. Mr. Wells believes the electrical equipment is the big problem at this time. Town Superintendent Bush voiced concern in that ever since the extension has been given he has noticed the work down at the plant has slowed and he does not like that as it requires Mr. Wells to be present on a daily basis during the extension and they are also taking up a lot of space. He would like the contractor to get the work done and then wait on the equipment rather than taking longer to get the work done. Town Superintendent Bush reported he has temporary facilities in place that are causing him operational issues. IDEM is going to get tired of seeing the violations on the NPDES permit reporting form and come down on him. Mr. Wells asked to meet with Town Superintendent Bush tomorrow after the pay meeting and get the problem solved. President Kirlin asked to see an e-mail by Monday as to how they are going to solve the problem.

Mr. Wells spoke about the collection system side of the project and reported the contractor is finishing up the restoration. He, Chief Administrator Carr and Jim Watson with Central Engineering completed the walk-through today. Mr. Wells advised he will be putting together a punch list of items to still be completed. He reported Central Engineering has submitted a change order to extend the contract time for the substantial completion date of July 14, 2011 due to wet weather during the spring. Mr. Wells advised they also have a change in the contract price with a deduction of approximately \$49,000.00.

Councilmember Gore asked about a house at the east end of Coffey Hill Road where the homeowner filled in around the tanks. The homeowner wanted the work done before the contractor was able to do the work and the dirt is not compacted very well. She would like the contractor to go out and fix the area. Mr. Wells added this to the list of things to do.

President Kirlin asked for a motion to accept Change Order 3 from Mitchell and Stark. Vice-President King moved to accept Change Order 3 from Mitchell and Stark. Councilmember Gore seconded the motion. All were unanimously in favor.

Town Superintendent Bush advised they are down to two people who have not connected the power to the lift stations and he is hoping to get them on board by next week.

President Kirlin asked where they are at with the claim from McDonalds. Mr. Wells believes the claim has been forwarded onto Central Engineering. Town Superintendent Bush reported the claim is for \$1,100.00 for the loss of business due to an electrical line being cut. He explained this is governed by State guidelines on line locates and it does not involve the Town but it does involve the contractor and the utility.

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President Kirlin asked for a motion to accept Change Order 4 from Central Engineering and Construction for a deduction in the contract. Councilmember Gore moved to accept Change Order 4 from Central Engineering and Construction. Councilmember Cassidy seconded the motion. All were unanimously in favor.

Councilmember Cassidy moved to approve the claim for Strand and Associates in the amount of \$4,146.43 contingent upon the receipt of funds. Councilmember Gore seconded the motion. All were unanimously in favor.

Councilmember Cassidy moved to approve the claim for Central Engineering Construction Association, Inc. in the amount of \$73,223.99 contingent upon the receipt of funds. Vice-President King seconded the motion. All were unanimously in favor.

Councilmember Cassidy moved to approve the claim for Mitchell and Stark Construction, Inc. in the amount of \$428,135.55 contingent upon the receipt of funds. Councilmember Gore seconded the motion. All were unanimously in favor.

3) PARKING AND PUBLIC FACILITIES REPORT

Commission President Lamond Martin reported he sent scheme number two of the parking facility at Pat Reilly Drive to the Council and he offered to answer any questions they may have. He advised the lot will have 91 parking spaces along with spaces for RVs and buses along with four to five handicapped parking spaces. Vice-President King asked if they really think the buses and RVs will use the spaces if they are not pull-throughs. Commission President Martin reported they discussed this topic at length and their experience is that they do not like pull-throughs when an automobile can park behind them. They believe this is the best use of the space they have. Discussion.

President Kirlin asked how many trees would be in the area. Commission President Martin advised they are still contemplating this and this is simply a draft. President Kirlin commented that this looks like a parking lot in downtown Indianapolis and he doesn't know how to solve it. Vice-President King noted if they have it with two entrances on Pat Reilly Drive they could have 8-10 more spaces in the center and traffic would still flow around it and out. Councilmember Cassidy commented this looks a lot better than the Washington Street parking lot. President Kirlin would like to see green space. Commission President Martin reported there will be green space in the center of the lot that they can put grass, trees, mulch and etcetera. Discussion.

President Kirlin agreed with Vice-President King and would like to see an entrance and exit on Pat Reilly Drive. Commission President Martin commented that he does not believe they have enough room for both an entrance and exit off of Pat Reilly Drive.

A resident suggested they put in two light posts to match what has been installed downtown. President Kirlin asked if this could be done. Commission President Martin advised they have discussed this but have some other issues they need to address such as additional restroom facilities. To put underground utilities in for future lighting is fine before they asphalt but the Commission does not feel comfortable paying \$10,000.00 per light post to match what is downtown. Discussion. President Kirlin asked for Commission President Martin to come back to the Council next month with more definitive plans for landscaping and parking spaces and he would also like to see two light poles added to the plans.

President Kirlin asked that they get to the cleaning of the eaves of the restrooms as they are in bad shape.

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4) CHAMBER OF COMMERCE REPORT

Chamber of Commerce Representative Bob Everman reported the Chamber membership is growing and they are going to have a booth at the County fair. Chamber of Commerce Representative Everman advised the Chamber presented a proposal to the Community Foundation and were awarded a grant. The grant is to do a sticker for storefronts that will participate in giving a discount to current and retired service people.

5) DEVELOPMENT REVIEW COMMISSION REPORT

Chief Administrator Carr spoke on behalf of the Development Review Board and reported one COA was approved in-house, two COA's were approved at the last meeting and six sign applications were approved.

President Kirlin has heard questions about the light blue paint on the soap shop. Chief Administrator Carr advised this is a color on the Town's color palette so the paint was approved in-house. President Kirlin wondered if a color changes the appearance of the front of the store where does that come into play. Town Superintendent Bush will review the guideline regarding this issue and get back with the Council.

6) TREE BOARD

Chief Administrator Carr reported trees will start coming down on Monday, July 25, 2011. She sent letters out, two notices in the paper and will call the first three tomorrow. President Kirlin advised if any of the trees being cut are semi-solid there is a person that is interested in carving something on the eight foot stump. He asked Council's decision on this matter. Councilmember Cassiday and Councilmember Gore agreed to allow the carving with many restrictions. Vice-President King believes they should pass on this at this time. Council agreed to pass on the carving at this time.

7) ANY OTHER UNFINISHED BUSINESS OR COMMENTS THAT MAY COME BEFORE THE COUNCIL

Councilmember Cassiday asked for signs on Snyder Hill to stop trucks from using this newly paved road. President Kirlin advised they need an ordinance as soon as possible. Town Superintendent Bush suggested limiting the weight to 14,000 pounds. Town Attorney Roberts will draft a weight limit ordinance for Snyder Hill Road. President Kirlin asked who will enforce this. Councilmember Cassiday advised the Town police can enforce this and INDOT will bring out portable scales.

A resident spoke about an area on Van Buren Street near the gas stations that is not marked and asked if there is something that can be done. Councilmember Cassiday advised since this is on the State Highway the Town does not have any control over the lack of marking. Chief Administrator Carr will provide contact information for the resident to contact INDOT.

REPORTS FROM DEPARTMENT HEADS

1) TOWN SUPERINTENDENT – ROGER BUSH CHIEF ADMINISTRATOR – PHYLLIS CARR

A. Task List

Town Superintendent Bush reported he had sent Councilmember Omberg copies of some model personnel policies to find the ones he likes. Town Superintendent Bush feels the Town's current personnel policies to be lacking and he would like to go through it and revamp it.

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B. Quotes

None presented.

C. Service Agreements

Town Superintendent Bush advised they will extend their service contracts through the end of the year at which time they will be processing the agreements. State regulations that have come out mandate that any public works projects that come out between now and the end of the year have to be paid prevailing wage.

Vice-President King moved to extend all service agreements from the present deadline to the end of the year pending approval by the individual contractors. Councilmember Gore seconded the motion. All were unanimously in favor.

D. Utility Reports

Town Superintendent Bush reported he did not get these out until today and they are now before the Council for their review.

President Kirlin asked if the water issue on Johnson Street has been repaired and resolved. Town Superintendent Bush advised it has been taken care of and explained the process they had to go about getting it fixed. Councilmember Cassiday asked that water be again tested at his mother's house and to make sure the water meter is not spinning.

President Kirlin noted they are not seeing the percentage of water lost on the reports. Town Superintendent Bush reported Brown County Water had a problem with their meter so they had to average and he cannot do a percentage based off an average.

President Kirlin asked why the Brown County State Park's meter is still broken. Town Superintendent Bush reported he has talked to them twice about fixing the meter.

President Kirlin asked about the two hour parking signs that are to be installed on East Washington Street. Chief Administrator Carr advised they have been ordered and are waiting for them to come in. President Kirlin would like the signs installed as soon as they come in and then asked about street signs. Town Superintendent Bush looked at what other communities are doing and they are all going to the sticker type. It is a very strict requirement that they must adhere to and they have to have a plan in place by the end of the year. Town Superintendent Bush noted they have until 2012 to get the plan in place and have to have them installed by 2015. Once the plan is in place, he will go to LTAP for help in filling out a grant application for the funds.

President Kirlin and Town Superintendent Bush summarized the street signs would still be on wood, routed out flat on the bottom, and an engineering sticker would be placed in the base. President Kirlin asked for a sample of the sign to be presented at the August meeting.

President Kirlin asked about the irrigation system for the hanging plants on the light posts. Town Superintendent Bush reported they will have a very lengthy process in winterizing the system so they do not have another freeze up like they did last year. Vice-President Kirlin asked if all the plants are being watered. Town Superintendent Bush advised all the plants are being water, they were being under watered but they have adjusted the watering schedule.

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Vice-President King asked what is going on with the light on Main and Jefferson on the north east corner that does not come on. Deputy Clerk-Treasurer Ferry commented that she reported this light was not working back in February and they have changed the bulbs several times. Town Superintendent Bush will find out why the light is not working. President Kirlin asked when the light pole will be installed on the northwest corner of Main and Jefferson. Town Superintendent Bush will find out from the manufacturer when it will be available for delivery. Vice-President King and President Kirlin would like the timing changed for when the lights go on and off. Town Superintendent Bush explained the current timer is a very complicated system and he may change it back to a simpler timer with a light sensor.

E. Truck Purchase Award

Town Superintendent Bush reported that he sent out a memo and the Town Attorney agreed that Bloomington Ford was the best piece of equipment for their money; therefore he is recommending purchasing this truck. Vice-President King asked if the price of the truck is at the Indiana One price. Town Superintendent Bush will check into the pricing with Bloomington Ford.

F. Council Inquiries

President Kirlin asked Town Superintendent Bush to start working on his budget.

2) TOWN ATTORNEY – JIM ROBERTS

A. Council Inquiries

Town Attorney Roberts reported it is his understanding that they are going to do a resolution to change Old Schoolway to Robert "Buck" Stogsdill Way. Town Superintendent Bush advised the sign has already been ordered.

Town Attorney Roberts asked for some input from Council and Town Administration in order to establish districts. He needs to know how the annexed districts will be placed and believes they should redistrict the Town as soon as possible. Town Superintendent Bush advised during the annexation process those newly annexed areas were assigned a district. At this point, redistricting should be done according to population as practical. He noted they are to use the most current census as well and will get this information to Town Attorney Roberts by next week. Discussion. Town Attorney Roberts noted the 2010 census does not include the annexed areas but they can use those numbers as a base and add in the annexed areas.

Town Attorney Roberts reported he has does some research on the alley vacation and explained since this alley is a public way, there is a very rigorous statutory procedure that must be followed. The vacation can only be initiated by an adjoining landowner whose property the way passes. The formal petition by the adjoining landowners for vacation is then brought before the Council and the Council can then decide on vacation after following all procedures to vacate the alley. President Kirlin asked the Council if the Town Attorney should send a letter to the landowners informing them of the required process. Council agreed the letter from Town Attorney Roberts should be sent to the landowners.

3) CLERK-TREASURER – CLERK-TREASURER BRENDA YOUNG

A. Council Inquiries

Councilmember Cassidy moved to approve the claims for the period of 6-10-11 through 6-30-11 and for the period of 7-01-11 through 7-14-11. Councilmember Gore seconded the motion. All were unanimously in favor.

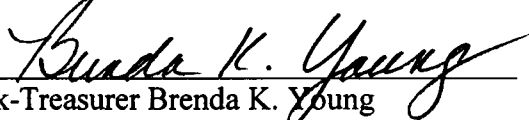
4) ANY OTHER UNFINISHED BUSINESS OR COMMENTS THAT MAY COME BEFORE THE COUNCIL

An audience member asked if the letter that Town Attorney Roberts is sending out to one of the landowners should really go to all the landowners in the alleyway. Town Attorney Roberts explained if someone files a petition to vacate the alley, the notice will be sent out to all the affected landowners by the petitioner. If the petitioner does not follow all the state requirements their request will be denied.

ADJOURNMENT

Councilmember Cassidy moved to adjourn the meeting. Councilmember Gore seconded the motion. The meeting was adjourned by President Kirlin at 9:14pm.

The audio recording made at the Town Council meeting on 7-21-11 is retained in the office of the Town Clerk-Treasurer.


Clerk-Treasurer Brenda K. Young


President Robert Kirlin


Vice-President Charles B. King

Councilmember R. Sean Cassidy


Councilmember Jane Gore


Councilmember Arthur Omberg