

**NASHVILLE TOWN COUNCIL MEETING
THURSDAY, APRIL 15, 2021**

Council members present at Town Hall: Vice-President Alisha Gredy, Councilmember Nancy Crocker, and Councilmember Dave Rudd. Council members present by remote access via Zoom: Councilmember Anna Hofstetter (off-line from 8-8:30pm and left the meeting at 9:10pm). Council member not present: President Jane Gore. Also in attendance at Town Hall: Clerk-Treasurer Brenda Young, Police Chief Ben Seastrom and Municipal Operations Consultant Dax Norton. Also in attendance by remote access via Zoom: Town Attorney Jim Roberts, Administration Manager Phyllis Carr, Water/Sewer Operator Robin Willey, and Deputy Clerk-Treasurer Debbie Ferry.

COUNCIL BUSINESS – 6:30 pm

1) OPENING THE MEETING

A. CALL TO ORDER by Vice-President Gredy at 6:30 pm.

B. PLEDGE OF ALLEGIANCE

Vice-President Gredy asked all in attendance to recite the Pledge of Allegiance.

C. ROLL CALL by Clerk-Treasurer Young

D. APPROVAL OF AGENDA

Vice-President Gredy asked if there were any changes to the agenda. Police Chief Seastrom asked to add a funding request to his report. Councilmember Crocker added the wastewater preliminary report under the Consultant's report.

Councilmember Hofstetter made a motion to approve the agenda as amended. Councilmember Crocker seconded the motion. All were unanimously in favor.

2) RENEWAL OF EXECUTIVE POWERS

Councilmember Rudd made a motion to renew the Executive Powers of the Town Council President. Councilmember Crocker commented that she doesn't think they need this anymore. Town Attorney Roberts explained the reason for the executive powers. Vice-President Gredy seconded the motion. Clerk-Treasurer Young did the roll call vote: Councilmember Crocker and Councilmember Hofstetter voted against the motion, Vice-President Gredy and Councilmember Rudd voted for the motion. The motion was tied.

Clerk-Treasurer Young advised by State law she has the ability to break the tie. At the conclusion of a lengthy discussion between the Town Council and the Town Attorney, Clerk-Treasurer Young voted in favor of renewing the Executive Powers. The motion passed.

3) APPROVAL OF THE CONSENT AGENDA

A. CONSIDER APPROVAL OF THE DRAFT UNAPPROVED MEETING MINUTES – 3-18-2021 MEETING

B. CONSIDER APPROVAL OF CLAIMS (ACCOUNTS PAYABLE VOUCHERS)

C. CONSIDER APPROVAL OF RESOLUTION 2021-03 STATE REVOLVING FUND LOAN SIGNATORY RESOLUTION

- D. CONSIDER APPROVAL OF A CONTRACT FOR PROFESSIONAL SERVICES (NEW FOCUS LLC FOR HR/NEW EMPLOYEE POLICY MANUAL – NOT TO EXCEED \$5,000)**
- E. CONSIDER RECOMMENDATION OF BIG WOODS BREWING CO., LLC (60 MOLLY’S LANE) TO STATE ALCOHOL & TOBACCO COMMISSION FOR RIVERFRONT DISTRICT LICENSE**
- F. CONSIDER RECOMMENDATION OF QUAFF ON BREWING CO., LLC (44 N. VAN BUREN STREET) TO STATE ALCOHOL & TOBACCO COMMISSION FOR RIVERFRONT DISTRICT LICENSE**
- G. CONSIDER APPROVAL OF NAEC FINANCIAL SPONSORSHIP OF THE INDIANA STATE FINGERSTYLE GUITAR FESTIVAL**
- H. CONSIDER 1ST ROUND SERVICE AGREEMENT REBID RECOMMENDATIONS**

Councilmember Crocker made a motion to approve the consent agenda. Councilmember Rudd seconded the motion. All were unanimously in favor of approving the consent agenda.

4) CLERK-TREASURER REPORT

A. FUND BALANCE REPORT

Clerk-Treasurer Young noted as part of the Consent Agenda, the Town Council approved the contract with New Focus LLC to produce an updated employee policy manual. She asked the Council’s approval for her to sign the contract.

Councilmember Rudd made a motion to allow Clerk-Treasurer Young to sign the contract. Councilmember Crocker seconded the motion. All were unanimously in favor.

Clerk-Treasurer Young reported that the Fund Balance Report was sent to the Council for their review and asked if there were any questions. There were none.

Clerk-Treasurer Young announced that the State Board of Accounts is requiring all cities and towns to change their fund numbers for uniform compliance. The Department Heads will also be working on the fixed assets of the Town.

5) MONTHLY DEPARTMENT REPORTS

A. POLICE DEPARTMENT

Police Chief Seastrom reported they have had camera equipment failure in some of the Police vehicles. He presented two bids for the new vehicle cameras. The bids are to purchase six cameras and the software and installation. He noted their current working cameras are not compatible with the newer system cameras. Discussion.

Councilmember Rudd made a motion to buy the cameras with funds from the Rainy Day fund. Councilmember Crocker seconded the motion. Vice-President Gredy, Councilmember Crocker and Councilmember Rudd voted in favor of the motion. Councilmember Hofstetter voted against the motion. The motion passed 3-1.

Police Chief Seastrom asked if the Council will allow Clerk-Treasurer Young to pay the bill for the cameras. Councilmember Crocker made a motion to have Clerk-Treasurer Young pay the bill when it comes not to exceed \$21,514.00. Councilmember Rudd seconded the motion. All were unanimously in favor.

Councilmember Crocker asked how they can get some of their cash reserve back into the Rainy Day Fund. Clerk-Treasurer Young explained that the Town Council will have to pass a resolution by the end of the year to transfer the funds. She noted there is a limit to the amount they can transfer and she will get that information to the Town Council.

B. PUBLIC WORKS (STREETS, UTILITIES, MRO)

Water/Sewer Operator Willey advised they have been doing line locates and cleaning out valve boxes preparing for M.E. Simpson to come in to find leaks within the Town's water system. He noted that the Town workers have already located some leaks and are working on making the repairs. The crew found a large leak under State Road 46 and have isolated the issue. This should help lower the amount of water loss on our system.

Water/Sewer Operator Willey reported they had a demonstration at the plant of a rotary fan press last month. An IDEM inspector, Vice-President Gredy, Councilmember Rudd, and Administration Manager Carr were also in attendance of the demonstration. Water/Sewer Operator Willey has been approached about another way to process sludge and they will try to schedule that demonstration within the next few months.

Regarding the Martin's sewer reimbursement request, Councilmember Crocker made a motion to reimburse the Martin's as requested. Councilmember Rudd seconded the motion. All were unanimously in favor.

The Council thanked Water/Sewer Operator Willey for being so proactive with the utilities.

C. ADMINISTRATION

• RIGHT OF WAY REQUEST FOR BIKE FEST – KARA HAMMES

Ms. Hammes, owner of Brown County Barn Burner, is working with the owners of the Brown County Bike Shop to put on a community bicycle festival on August 7, 2021. They want to have families and younger bike riders to learn bike skills, helmet safety checks, bike maintenance checks, bike safety skills and have different biking amenities. Ms. Hammes met with the Town Park Board today to ask permission to use Lincoln Pinch Park for the event. They voted in favor of the bike event being held in the park. Ms. Hammes asked the Council's approval to close Jefferson Street between Washington Street and Pittman House Lane for the event. Discussion.

Administration Manager Carr advised that the right-of-way request is to block S. Jefferson Street from Washington Street to Pittman House Lane. Councilmember Crocker made a motion to approve the right-of-way request but asked Ms. Hammes to think about having people at Pittman House Lane and Johnson Street to help direct participants crossing the street. Councilmember Rudd seconded the motion. All were unanimously in favor.

• TREE REMOVAL REQUEST – TREEDOM

Administration Manager Carr advised that the Town needs to remove a Bradford pear tree that is on the corner of S. Van Buren and E. Franklin Street. The tree removal company would like to remove the tree, chip the wood and grind the stump on May 3rd or 4th between 8:30-11:30pm. Since the Town has a noise ordinance this will need the Council's approval.

Councilmember Crocker made a motion to approve the tree removal request. Councilmember Rudd seconded the motion. All were unanimously in favor.

• **PURCHASE REQUEST FOR OLD PUMP STRUCTURE – WOLTERS**

Administration Manager Carr reported that a couple years ago the Rotary replaced the old pump house at the Village Green. The old structure is currently sitting on S. Jefferson Street. Bill Wolters, owner of the Olde Bartley House building, would like to purchase the old pump house structure and put it behind his building. This would cover the old well on his property and complement the area. Administration Manager Carr advised that Mr. Wolters will be going before the DRC next week for the improvements he wants to make to the property behind his building. Discussion.

The Council asked Administration Manager Carr to get ahold of Bird Snyder to see what the old pump house might be worth. She is also to check with Mr. Wolters to see how much he will give or donate for the old pump house. Administration Manager Carr will update the Council on this topic at next month's meeting.

• **1ST ROUND SERVICE AGREEMENT REBID RECOMMENDATIONS**

Administration Manager Carr read aloud the recommendations for the second rebids of the first round of service agreements:

Wastewater Excavation, Installation and Repair:

- 1) Reed Excavating & Septic Service
- 2) Patton Plumbing LLC
- 3) Sub-Surface of Indiana, Inc.

Heavy Equipment Repair:

- 1) TK Services LLC dba Trash Kans LLC
- 2) Best Equipment Company

Administration Manager Carr advised that they only received one Tree Maintenance Service Bid from a company in Cloverdale, Indiana. She would like to request that they work with our local tree companies in town: Treedom and Stinson Tree Service.

Councilmember Rudd made a motion to approve the recommendations. Councilmember Crocker seconded the motion. All were unanimously in favor.

D. UTILITY SERVICE BOARD (ATC CONTRACT)

Utility Service Board President Roger Kelso advised they are focusing on some basic things. One item is M.E. Simpson will be on-site in the next couple of weeks to do the leak survey at a cost of about \$2,500. Water/Sewer Operator Willey and his crew have already located a couple significant suspected leaks and will have to work on fixing these complicated leaks. USB President Kelso explained the process of cleaning out valve boxes to identify leaking issues.

Another focus is the DNR expansion of water and sewer at the Brown County State Park. An engineering meeting is scheduled for April 28, 2021. The USB will be talking with the Town Council about the potential impacts to the Town with this expansion. A substantial portion of this project will also include the I&I removal in the downtown area. This will relieve some of the capacity that is going into the treatment plant.

USB President Kelso advised that they are reviewing the Master Plan as well as potentially coordinating with the Brown County Regional Sewer District.

USB President Kelso welcomed Bob Kirilin to the Board and welcomes his expertise to assist them.

E. CONSULTANT (GEOTECHNICAL EXPLORATION PROPOSAL)

MOC Norton advised the Council has before them the Geotechnical Exploration Proposal which is a part of the project with the State and the I&I project. He explained the contract with ATC is to do the geotechnical exploration. USB President Kelso wants to make sure that they communicate with the Clerk-Treasurer what invoices are applicable to the project so they can apply for reimbursement. MOC Norton agreed that this work is reimbursable by SRF.

Councilmember Rudd made a motion to approve the ATC contract. Councilmember Crocker seconded the motion. All were unanimously in favor, with Councilmember Hofstetter not present at this time.

F. TOWN ATTORNEY

Town Attorney Roberts advised the Town is currently maintaining Blueberry Drive as if it were a public road. He has reviewed the plat of this area and Blueberry Drive was never dedicated to the Town. They can ask the landowners to dedicate the road to the Town and the Town can then continue to maintain the road.

Town Attorney Roberts explained they will need to obtain a survey of the road so they can describe it on a document that would then dedicate it to the Town. He has talked with the County Surveyor and he will not charge for this work and can get it done within the next 30-45 days.

6) UNFINISHED BUSINESS

**A. CONSIDER ORDINANCE 2021-03 AN ORDINANCE REGULATING THE USE OF
MOTORIZED SCOOTERS AND THE LICENSING OF SHARED USE MOTORIZED
SCOOTERS**

Town Attorney Roberts advised a scooter company has contacted Town Administration Manager Carr about bringing scooters into the Town. They talked about this at last month's meeting, and he has now prepared an ordinance to regulate scooters in Town. He noted the proposed ordinance does not ban scooters from the Town using the public roadways. However, they can regulate the town's sidewalks, pedestrian walkways and parks. Town Attorney Roberts explained the proposed ordinance prohibits the operation of scooters on the town's sidewalks, pedestrian walkways, or public parks. He noted the proposed ordinance also deems these scooters as a business and shall be subject to the provision of the Town's business licensing ordinance. Discussion.

Councilmember Crocker made a motion that they are banning motorized scooters for the next three months. At the end of the three months, they will have developed parameters that suits our Town. Town Attorney Roberts advised they need an ordinance to limit the use of scooters. Discussion.

Councilmember Rudd made a motion to have the first reading of Ordinance 2021-03 by title only. Councilmember Crocker seconded the motion as long as they all agree to amend it in the future. All but Councilmember Hofstetter voted in favor of the motion. The motion passed 3-1. Councilmember Rudd read Ordinance 2021-03 by title only.

Councilmember Crocker made a motion to suspend the rules and have the second reading of Ordinance 2021-03 by title only. Councilmember Rudd seconded the motion. Councilmember Hofstetter voted against the motion. Town Attorney Roberts advised that they cannot have the second reading of the ordinance as the vote was not unanimous.

Councilmember Crocker then made a motion to ban motorized scooters for one month and at the next meeting they will have an ordinance to give parameters to motorized scooter businesses. Discussion.

Town Attorney Roberts suggested they pass a moratorium on licensing these scooters for a month which could be done by way of resolution.

Councilmember Crocker made a motion to adopt Resolution 2021-06 creating a moratorium in the licensing of motorized scooters until the June 17, 2021 Town Council meeting. Councilmember Hofstetter seconded the motion. All were unanimously in favor.

Town Attorney Roberts asked that the Town Councilmembers send him their input on the proposed scooter ordinance via email. Councilmember Crocker advised that she would work with Police Chief Seastrom and MOC Norton updating the scooter ordinance.

B. CONSIDER BICYCLE-PEDESTRIAN AD HOC COMMITTEE CROSSWALK RECOMMENDATIONS

MOC Norton advised that the Bicycle-Pedestrian ad hoc Committee has explored an RFP for a decorative crosswalk design at the intersection of Main and Jefferson Streets. They received a quote for about \$80,000 which is pretty standard for this type of work. Town Administration Manager Carr presented a quote for standard crosswalk with piano keys in the amount of \$1,300 to do the Main and Jefferson Streets intersections. The Bicycle-Pedestrian Committee voted in favor to get the simple crosswalks done now and then look at a decorative type of crosswalk in the future. Discussion.

Bicycle-Pedestrian Committee Member Kara Hammes asked if the Town could use Food and Beverage funds to get the crosswalks installed throughout Town. She advised that there are many unsafe crosswalks in Town and the Bicycle-Pedestrian Committee considers new crosswalk installation especially important for the safety of the residents and tourists. Bicycle-Pedestrian Committee Member Erika Rudd advised they did an inventory of the crosswalks and noted there are seven additional crosswalks that also need to be replaced. Town Administration Manager Carr advised that the crosswalks have not been redone recently as they do not have the MVH funds to do the work. Discussion. Clerk-Treasurer Young advised they could look into the budget and maybe use funds from the Local Roads and Streets.

Councilmember Crocker made a motion to spend up to \$5,000 out of the Local Roads and Streets fund to repaint the crosswalks. The Bicycle-Pedestrian Committee is to work with Town Administration Manager Carr to determine which crosswalks are to be done. Also, the Bicycle-Pedestrian Committee is to work with the Arts and Entertainment Commission concerning decorative crosswalks in the future. Councilmember Hofstetter seconded the motion. All were unanimously in favor.

7) NEW BUSINESS

A. RESOLUTION 2021-04 APPROVING CERTAIN MATTERS IN CONNECTION WITH THE 2020 CENTRAL NASHVILLE ECONOMIC DEVELOPMENT AREA

Redevelopment Commission Consultant Ed Curtin advised the Council has before them two resolutions. One is to dissolve the existing TIF area and creating a new TIF area labeled as Central Nashville. The second resolution is to create a Hard Truth Hills TIF area. He noted the Area Plan Commission has approved both TIF areas. Redevelopment Commission Consultant Curtin advised if the Town Council approves these resolutions, the next step will be to hold a public hearing at the May 4, 2021 Redevelopment Commission meeting.

Councilmember Hofstetter left the meeting at this time. Councilmember Rudd made a motion to adopt Resolution 2021-04 by title only. Councilmember Crocker seconded the motion. All were unanimously in favor.

B. RESOLUTION 2021-05 APPROVING CERTAIN MATTERS IN CONNECTION WITH THE HARD TRUTH HILLS ECONOMIC DEVELOPMENT AREA

Councilmember Crocker made a motion to adopt Resolution 2021-05 by title only. Councilmember Rudd seconded the motion. All were unanimously in favor.

C. ORDINANCE 2021-04 ARP CORONAVIRUS LOCAL FISCAL RECOVERY FUND

MOC Norton presented Ordinance 2021-04 that describes how the Town may use the ARP Coronavirus Local Fiscal Recovery funds. State Board of Accounts has sent out a directive on use of the funds and this ordinance follows the guidelines they have received thus far. Discussion.

Councilmember Crocker made a motion to have the first reading of Ordinance 2021-04 by title only. Councilmember Rudd seconded the motion. All were unanimously in favor. Councilmember Crocker read Ordinance 2021-04 by title only.

Councilmember Crocker made a motion to suspend the rules and have the second reading of Ordinance 2021-04 by title only. Councilmember Rudd seconded the motion. All were unanimously in favor. Councilmember Crocker read Ordinance 2021-04 by title only.

Councilmember Crocker made a motion to adopt Ordinance 2021-04 by title only. Councilmember Rudd seconded the motion. All were unanimously in favor.

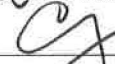
8) ADJOURN

Councilmember Rudd moved to adjourn the meeting. Councilmember Crocker seconded the motion. All were unanimously in favor. Vice-President Gredy adjourned the meeting at 9:21 pm.

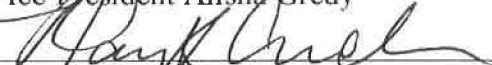
The audio recording made at the Town Council meeting on 4-15-2021 is retained in the office of the Town Clerk-Treasurer.




President Jane Gore



Vice-President Alisha Gredy



Councilmember Nancy Crocker



Councilmember Anna Hofstetter



Councilmember Dave Rudd



Clerk-Treasurer Brenda K. Young