

NASHVILLE TOWN COUNCIL MEETING

THURSDAY, JULY 21, 2016

ATTENDANCE: Council members present – President Charles B. King, Vice-President Jane Gore, Councilmember Alisha Gredy, Councilmember Arthur Omberg and Councilmember Dave Rudd. Also in attendance – Town Manager Scott Rudd, Town Utility Manager Sean Cassiday, Administration Manager Phyllis Carr, Town Attorney Andy Szakaly, Police Chief Ben Seastrom and Clerk-Treasurer Brenda Young.

COUNCIL BUSINESS – 6:30pm

1) **CALL TO ORDER** by Councilmember King at 6:30pm.

2) PLEDGE OF ALLEGIANCE

President King asked all in attendance to rise and recite the Pledge of Allegiance. After the Pledge, he asked all to remain standing and recognize needless deaths in this country. He asked that they have a moment of silence to reflect.

3) **ROLL CALL** by Clerk-Treasurer Young.

4) APPROVAL OF AGENDA

President King asked if there were any additions or updates to the agenda. Town Manager Rudd advised they are not ready to discuss a stipend for an Arts and Entertainment intern.

5) NOTES TO NOTE

President King announced the newly paved highway through Town has now been striped. He asked that people heed the no parking in yellow curbed areas.

President King recognized the tremendous work that everyone does for the Town including Todd Baker who does the landscaping.

An audience member advised he has noticed people using the bike paths as extended sidewalks. These are not official bike lanes but people should be careful.

6) APPROVAL OF THE MINUTES – 5-19-16 MEETING, 5-25-16 MEETING, 6-16-16 MEETING, 7-07-16 EXECUTIVE SESSION AND 7-07-16 WORK SESSION

Councilmember Omberg moved to approve the minutes of 5-19-16 meeting, 5-25-16 meeting, 6-16-16 meeting, 7-07-16 Executive Session and 7-07-16 Work Session. Councilmember Gredy seconded the motion. All were unanimously in favor.

7) CLAIMS

Vice-President Gore and Councilmember Omberg advised that they have reviewed the claims that are before the Council. Councilmember Omberg made a motion to approve the claims for the period of 6-10-16 through 6-30-16 and for the period of 7-01-16 through 7-14-16. Councilmember Rudd seconded the motion. All were unanimously in favor of the motion.

Councilmember Omberg advised the Council has before them a claim from Steve's Lock and Safe in the amount of \$210.00 to drill out a lock at one of the restrooms and moved they approve this claim. Councilmember Gredy seconded the motion. Councilmember Rudd asked why they drilled out the lock. President King explained they had a new door installed and the lock was messed up on it. All were unanimously in favor.

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Councilmember Omberg moved to approved the claim from Umbaugh and Associates in the amount of \$8,000.00 for the sewer study. Councilmember Rudd seconded the motion. All were unanimously in favor.

8) COMMUNICATIONS

A. Written

None presented.

B. Audience

None presented.

BOARDS AND COMMISSIONS REPORTS

1) BROWN COUNTY VOLUNTEER FIRE DEPARMENT REPORT

BCVFD Chief Micah Fox reported they had a meeting yesterday with Councilmember Omberg and Washington Township Trustee Brandon Magner concerning organizational issues. He reported they have purchased new tires for the ladder truck and the ladder is now back in full service. They are waiting for the State to put on an official class concerning using a ladder truck.

BCVFD Chief Fox reported they have used the new ladder on a couple alarm runs. Councilmember Omberg asked that they keep tabs on the number of alarms. BCVFD Chief Fox advised they do give warnings to those with many alarms.

BCVFD Chief Fox advised they have had three people outside of the department volunteer to help at the fish fry in October. They also have three new recruits to the fire department.

Nashville town resident Ronni Lynn Hays commented that she likes the idea of having staffed firefighters that are being paid. Councilmember Omberg suggested that she volunteer for the one of the many boards/commissions that the Town and County have to offer.

2) DEVELOPMENT REVIEW COMMISSION REPORT

Administration Manager Carr reported at the last DRC meeting two COA's and two sign applications were approved. She noted each Councilmember had before them a request from GRW Engineering to update the Town's sign codes to make sure they are enforcing the sign ordinance. Discussion. Town Manager Rudd suggested they use funds from the DRC line item to pay for the update. Vice-President Gore noted this will make additional changes so the sign ordinance can be revised.

Councilmember Omberg made a motion to approve option one not to exceed \$4,025 with funds to come from the DRC budget. Councilmember Rudd seconded the motion. All were unanimously in favor.

3) PARKING AND PUBLIC FACILITIES REPORT

• RECOMMENTDATIONS FOR WASHINGTON ST. PARKING LOT SEAL COATING

Parking and Public Facilities Commission President Lamond Martin reported they received two bids to seal coat the Washington Street parking lot. The Commission recommends Jack Todd Paving to do the work at a sum of \$5,990.00 which includes striping the lot. He advised the other bid they received was for \$6,950.00. They would like to have the work done within the next 30 days. Discussion.

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Councilmember Omberg made a motion to approve the recommendation for Jack Todd Paving to do the seal coat and striping of the Washington Street parking lot. Councilmember Gredy seconded the motion. All were unanimously in favor.

- **UPDATE ON VILLAGE GREEN RESTROOMS 27 S. JEFFERSON STREET**

Parking and Public Facilities Commission President Martin reported they are still finishing up some odds and ends at the Village Green restrooms. Administration Manager Carr advised the building signs should be here soon.

President King voiced concern about the air conditioner unit in the hallway of the facility. PPFC President Martin explained it was engineered and designed this way by the contractors to best heat and cool the building.

PPFC President Martin reported they are still working on choosing the furniture for the interior in conjunction with the Arts and Entertainment Commission. He also advised that the CVB would like to put in an area to hand out information to visitors. This will be a staffed station in the building on Fridays, Saturdays and Sundays. PPFC President Martin advised the Commission is recommending that the CVB be allowed to do this. He explained the CVB will supply the booth, brochures and staff to do this work in a small corner of the building. Utility Manager Cassidy noted the CVB would also like to put up their framed posters in the building and will change out with the season. Administration Manager Carr added that the posters will be removed once the Arts and Entertainment Commission installs their proposed art.

Councilmember Omberg commented that in other towns he has seen local advertisements in public restrooms and this might be something they consider to defer costs. Discussion. Councilmember Gredy commented this was a good idea. PPFC President Martin said the Commission will take this under advisement.

4) ARTS AND ENTERTAINMENT REPORT

- **HIRING MEDIA COORDINATOR**

Arts and Entertainment Commission President Cathy Martin reported the Commission is recommending Linda Margison as the Media Coordinator and they do have a contract that has been reviewed by the Commission, Town Attorney and Ms. Margison. She asked the Council for their approval to hire Ms. Margison.

President King asked if this position is in their budget. AEC President Martin advised it is in their budget, although later in the meeting they will be asking for additional funds. Town Manager Rudd explained the AEC did not spend all their funds last year and are now asking that they appropriate those funds of \$6,240 this year to spend on a Media Coordinator and other projects. Clerk-Treasurer Young advised there is enough in the EDIT to do this appropriation.

Councilmember Omberg asked how long the Media Coordinator contract is for. AEC President Martin advised the contract will go for five months at a payment of \$500 a month. They have not made any promises or plans for the next year. Discussion.

Councilmember Rudd made a motion for \$6,240 additional appropriations to the Arts and Entertainment Commission. Councilmember Gredy seconded the motion. All were unanimously in favor.

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AEC President Martin commented that Clerk-Treasurer Young and her staff have been a great assistance to the Commission and go beyond what they need to do to make things the best for all of us.

AEC President Martin spoke about the payback the Town gets from drawing visitors and residents to arts and entertainment functions. She introduced Intern Ann Ellis who has been working with the AEC to explore economic impact issues. Ms. Ellis addressed the Council and explained that she is doing some studies and surveys of local businesses, visitors and local artists about what brings people to Brown County and where else they are spending money in the community. Town Manager Rudd commented one of the findings in these studies have been culinary arts and entertainment are also a big part of the arts in our community.

AEC President Martin advised their Commission is looking into applying for an Our Town grant. The application will need to be submitted by October.

Clerk-Treasurer Young asked the Council for their signature to the Media Coordinator contract and they signed the document.

5) CLEAN COMMUNITY REPORT

Utility Manager Cassiday advised he submitted their yearly report as required.

6) CHAMBER OF COMMERCE REPORT

Town Manager Rudd reported he spoke at a Chamber of Commerce event last night at the Brown County Playhouse with 45 people in attendance. They have over a hundred members now and they are doing well.

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

Nothing presented.

NEW BUSINESS

1) ADDITIONAL APPROPRIATIONS HEARING – RESOLUTION 2016-06

Clerk-Treasurer Young advised this hearing has been advertised in the newspaper and what they are asking is permission to use the new LOIT special distribution that they received for street resurfacing projects. She noted the Town already created the ordinance creating the fund according to the State's rules. Clerk-Treasurer Young reported the funds are in the amount of \$78,384.51.

President King opened the public hearing for the additional funding at 7:26pm. A resident asked how they plan to use these funds. Utility Manager Cassiday explained the funds can only be used for resurfacing and at this time they are going to put this in with a grant to double the money and use it for some sidewalks and making some curbs ADA compliant. With no other questions or comments President King closed the hearing at 7:28pm.

Councilmember Omberg made a motion to adopt Resolution 2016-06 by title only. Vice-President Gore seconded the motion. All were unanimously in favor.

2) ORDINANCE 2016-08 AN ORDINANCE ENACTING AND ADOPTING A SUPPLEMENT TO THE CODE OF ORDINANCES FOR THE TOWN OF NASHVILLE, INDIANA, AND DECLARING AN EMERGENCY

Clerk-Treasurer Young presented Ordinance 2016-08 and explained this is the update of their Code of Ordinances. This update will be available on the Town's website as well as in print for those with code books.

Councilmember Omberg made a motion to have the first reading of Ordinance 2016-08 by title only. Vice-President Gore seconded the motion. All were unanimously in favor. Councilmember Omberg read aloud Ordinance 2016-08 by title only.

Councilmember Rudd made a motion to suspend the rules and have the second reading of Ordinance 2016-08 by title only. Councilmember Omberg seconded the motion. All were unanimously in favor. Councilmember Omberg read aloud Ordinance 2016-08 by title only.

Councilmember Rudd made a motion to adopt Ordinance 2016-08 by title only. Councilmember Omberg seconded the motion. All were unanimously in favor.

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

Nothing presented.

RECESS A recess was called from 7:32-7:40pm

REPORTS

1) CLERK-TREASURER – BRENDA YOUNG

A. BUDGET PROCESS UPDATE

Clerk-Treasurer Young reported that she and Town Manager Rudd had a budget workshop with the DLGF yesterday. They discussed the Town's maximum levy and this year the State has told them the levy is very similar to what it is for 2016. She explained they will take this information to work on the budget with the department heads and will bring the proposed budget to the Council.

2) TOWN MANAGER/ECONOMIC DEVELOPMENT DIRECTOR – SCOTT RUDD

A. SALT CREEK TRAIL

Town Manager Rudd reported that yesterday the State Historic Preservation Board met and unanimously voted to give them two trail bridges for the Salt Creek Trail. This may be a 2018 project but a major step forward.

B. TOWN HALL INTERNET, PHONE AND EMAIL

Town Manager Rudd advised the fiber installation at Town Hall is in the building and Tuesday of next week they will wire the inside of the building. They should be activating the phones and internet shortly thereafter which will save them money and increase their internet speed. Town Manager Rudd noted this work will create a fully redundant network for Smithville in this area of town which means the service will be much better. He commented this will allow for neighboring buildings to also hook on to Smithville as well.

C. STEVE ALEXANDER – BLUE ELK

Town Manager Rudd reported that Steve Alexander and Blue Elk have withdrawn their application for the grant as presented to the Council last month.

D. COMMUNITY READINESS INITIATIVE SURVEYS

Town Manager Rudd asked for the Council's help in completing the Community Readiness Initiative surveys. Vice-President Gore and Town Attorney Szakaly advised they have completed the surveys. Town Manager Rudd explained by completing the survey it will help them to get started on completing their year plan draft.

E. DNR Updates

Town Manager Rudd advised the flood plain draft has been presented to the Town and they are being asked to approve a model flood plain ordinance along with the County in order to keep their flood insurance. He explained the Plan Commission Director will be coming before the Council next month to give a recommendation.

F. COMPUTER SCREEN

Town Manager Rudd brought attention to the new large screen computer monitor in the back of the room that will allow them to see things like maps or spreadsheet as a group. He advised the screen is on wheels and they will be able to move it throughout the room as needed.

3) UTILITY MANAGER – SEAN CASSIDAY

A. INDOT GRANT FOR ROAD FUNDING AND ASSET MANAGEMENT PLAN CONTRACT

Utility Manager Cassiday presented to the Council a spreadsheet of the Road Asset Inventory and this information will be used to apply for a resurfacing grant. The grant money they could receive is \$171,758 and with the Town's match will give them approximately \$350,000 to work with. Utility Manager Cassiday reviewed the spreadsheet with the Council and explained how the roads were rated and listed for attention. Discussion. Utility Manager Cassiday advised the Road Asset Inventory and grant application need to be submitted by July 29, 2016.

Utility Manager Cassiday asked for the Council's approval on a contract which they agreed to at a previous meeting to spend a certain amount of funds for contractual engineering work. The Council had approved up to \$7,000 but the contract before them now is an hourly fee that should not go beyond \$3,500.

Councilmember Omberg moved to agree to sign the contract with DLZ for July 2016 not to exceed \$3,500. Councilmember Gredy seconded the motion. All were unanimously in favor.

Utility Manager Cassiday asked if the Council is comfortable with what he has presented to them on this project. Discussion.

Vice-President Gore made a motion to authorize Clerk-Treasurer Young to sign a letter of financial commitment and authorize staff to move forward and apply for the grant. Councilmember Rudd seconded the motion. All were unanimously in favor.

B. WATER CIP REVISION

Utility Manager Cassiday reported they have not yet heard if they have received this OCRA grant.

C. STREET STRIPING

Utility Manager Cassiday advised the work has been done and the signs have been ordered. They have also installed some existing no parking signs to alleviate the confusion of the new no parking areas.

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Vice-President Gore asked that if INDOT is done with their work, that they remove the construction signs they have left in Town. Utility Manager Cassiday will inform INDOT to come and get these signs.

4) ADMINISTRATION MANAGER – PHYLLIS CARR

A. VILLAGE GREEN REVITALIZATION PROJECT UPDATE

Administration Manager Carr advised this committee met today and they are working on a project list for the play space area at the Village Green.

B. RIGHT OF WAY REQUESTS

• BROWN COUNTY BACKPACKS WATERMELON FESTIVAL

Administration Manager Carr presented a right of way request for the Brown County Backpacks Watermelon Festival on August 27, 2016 from 1pm to 4pm. They are asking the street and parking be blocked on West Main from Jefferson and Bittersweet, this is the Pavilion area. Administration Manager Carr advised they will block the parking spaces on Friday night after 10pm and close the street at 12:30pm on Saturday and reopen it after the event. President King asked if someone moves the cones and parks in this area can the police tow them. Administration Manager Carr and Police Chief Seastrom advised those vehicles can be towed. Discussion.

Councilmember Rudd moved to approve the right of way request for the Brown County Backpacks Watermelon Festival. Councilmember Gredy seconded the motion. President King, Vice-President Gore, Councilmember Gredy and Councilmember Rudd voted in favor of the motion. Councilmember Omberg voted against the motion and the motion passed 4-1.

• WE CARE GANG

Administration Manager Carr presented the Council a right of way request for the annual We Care Gang, Abe Martin County Picnic. This is the twelfth year of the event and it will be held on Saturday, September 17, 2016. She explained this is a fundraising event for the community and they will be blocking off from Van Buren on West Main down to Bittersweet and Molly's Lane to Old Hickory on Jefferson Street. Administration Manager Carr advised they will block the parking late Friday night and block the streets on Saturday morning. Discussion.

Councilmember Rudd moved to approve the right of way request for the We Care Gang, Abe Martin County Picnic. Councilmember Gredy seconded the motion. President King, Vice-President Gore, Councilmember Gredy and Councilmember Rudd voted in favor of the motion. Councilmember Omberg abstained and the motion passed 4-1.

• PARADE OF LIGHTS

Administration Manager Carr presented the Council a right of way request for the December 3, 2016 Parade of Lights. The event starts at 6pm and goes until 7:30pm. The parade is put on by the Salvation Army to collect Christmas toys. Administration Manager Carr explained the parade route will start at the school's transportation building on East Washington Street, go down West Washington Street, north on Jefferson Street to Gould Street, then back south on Van Buren Street and back to the transportation building. Discussion.

Councilmember Omberg moved to approve the right of way request for the Christmas Parade. Vice-President Gore seconded the motion. President King, Vice-President Gore, Councilmember Gredy and Councilmember Omberg voted in favor of the motion. Councilmember Rudd voted against the motion and the motion passed 4-1.

C. FIRE HYDRANT INVENTORY

Administration Manager Carr reported they have forty hydrants inspected so far. President King commented that in hydrant flushing the idea is to open up the hydrant to flush out the sediment and rust. He said there was a small stream running from the hydrant in front of his house and this wouldn't flush the hydrant.

D. STREET SIGN UPDATE

Administration Manager Carr advised they are not back to working on this project yet.

5) POLICE CHIEF – BEN SEASTROM

A. INVESTIGATOR'S GRANT APPROVAL

Police Chief Seastrom advised they have talked about a grant he has applied for to fund a detective. Originally this was a full time position but they have come to an agreement with the Indiana Criminal Justice Institute that this will be a part-time position and most everything in the salary will be covered by the grant. This is a one year grant beginning July 1, 2016. Anything above and beyond the grant requirements the Department will have to pay for which will be about \$1,500. He noted he has budgeted for next year and they have the money in their account for this year's budget. Police Chief Seastrom asked for the Council's approval to enter into this grant agreement and to have Clerk-Treasurer Young sign off on the paperwork. Discussion.

Councilmember Omberg moved to approve the Police Department enter into the grant agreement and to have Clerk-Treasurer Young sign off on the paperwork. Councilmember Rudd seconded the motion. All were unanimously in favor.

6) TOWN ATTORNEY – ANDY SZAKALY

A. CIRCUIT COURT AGREEMENT ORDINANCE

Town Attorney Szakaly passed out paperwork concerning pretrial diversion and Ordinance 2016-09 An Ordinance Creating a New Non Reverting Fund Entitled the Local Pretrial Diversion Deferral Fund. He explained this will allow any monies collected that don't go to the County Clerk can be spent by the Town Clerk-Treasurer for the five items listed according to the State Statutes. Discussion.

Councilmember Rudd made a motion to have the first reading of Ordinance 2016-09 by title only. Vice-President Gore seconded the motion. President King, Vice-President Gore, Councilmember Gredy and Councilmember Rudd voted in favor of the motion. Councilmember Omberg voted against the motion and the motion passed 4-1. Councilmember Omberg read aloud Ordinance 2016-09 by title only.

Vice-President Gore made a motion to suspend the rules and have the second reading of Ordinance 2016-09 by title only. Councilmember Rudd seconded the motion. All were unanimously in favor. Councilmember Omberg read aloud Ordinance 2016-09 by title only.

Vice-President Gore made a motion to adopt Ordinance 2016-09 by title only. Councilmember Gredy seconded the motion. President King, Vice-President Gore, Councilmember Gredy and Councilmember Rudd voted in favor of the motion. Councilmember Omberg voted against the motion and the motion passed 4-1. Councilmember Omberg reiterated his position on this that he believes it is a revenue stream for communities oftentimes penalizing some poor people. He doesn't believe the current police department or town board will abuse it but he is thinking ten years from now it could be a problem.

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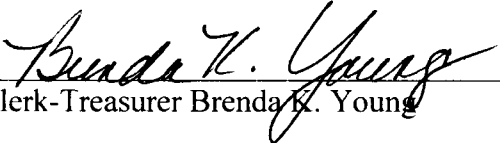
Town Attorney Szakaly advised the ordinance does not need to be advertised to be in effect.

Police Chief Seastrom announced that the Nashville Police Merit Commission would like to meet with the Town Council as a whole to discuss certain items. The Council agreed to meet with the Merit Commission on Thursday, July 28, 2016 at 6pm.

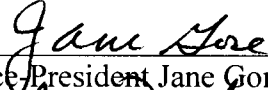
ADJOURNMENT

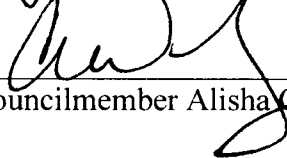
Councilmember Gredy moved to adjourn the meeting. All were unanimously in favor. President King adjourned the meeting at 8:27pm.

The audio recording made at the Town Council meeting on 7-21-16 is retained in the office of the Town Clerk-Treasurer.


Clerk-Treasurer Brenda K. Young


President Charles B. King


Vice-President Jane Gore


Councilmember Alisha Gredy

Councilmember Arthur Omberg

Councilmember Dave Rudd