

# TOWN OF NASHVILLE

## TOWN COUNCIL REGULAR MEETING

THURSDAY, MARCH 21, 2024, AT 6:30PM

IN PERSON AT NASHVILLE TOWN HALL  
200 COMMERCIAL STREET  
AND VIDEO CONFERENCE VIA ZOOM

**ATTENDANCE** - Council members present in person - President Andi Wilson, Vice-President David Rudd, Councilmember Anna Hofstetter (She left the meeting after Council Announcement Item #2), Councilmember Lance Miller, and Councilmember Rex Watters III. Also, in attendance - Town Manager Sandie Jones, Town Attorney Wanda Jones, Chief Administrative Officer Phyllis Carr by Zoom, Deputy Clerk-Treasurer Debbie Ferry, and Clerk-Treasurer Brenda Young.

1. **OPENING THE MEETING** – The meeting was called to order by President Wilson at 6:32pm.
  - A. **Pledge of Allegiance**
  - B. **Roll Call** – by C/T Young
  - C. **Approval of the Agenda** – Councilmember Hofstetter asked that Item E be tabled as she did not see the recommendations in the google drive. Vice-President Rudd motioned to approve the agenda except for Item E. Councilmember Miller seconded. All were unanimously in favor of the motion.
2. **COUNCIL ANNOUNCEMENT** – Councilmember Hofstetter announced that this will be her last meeting as a Town Councilmember as she is moving to be with family. She addressed the Council and those in attendance. She then read a poem by Richard Kipling. President Wilson thanked Councilmember Hofstetter.

Vice-President Rudd motioned to accept Anna’s resignation. Councilmember Watters seconded. President Wilson, Vice-President Rudd, Councilmember Miller, and Councilmember Watters were unanimously in favor of the motion.

After the resignation was accepted, Anna then left the meeting.

President Wilson then declared a vacancy on the Nashville Town Council and advised that the Council needs to meet within 30 days to address this vacancy.

Vice-President Rudd motioned to declare a vacancy on the Town Council. Councilmember Watters seconded. All were unanimously in favor of the motion.

The Council decided to meet on March 27<sup>th</sup> at 1pm to address the vacancy. President Wilson advised that if anyone has an interest, they can submit a letter of interest with proof of Town residency to the Clerk-Treasurer.

**3. APPROVAL OF THE CONSENT AGENDA** – See the Consent Approval motion that was adopted below Item #4 discussion.

- A. Consider Approval of Claims (Accounts Payable Vouchers and Payroll Allowance Docket)**
- B. Consider SRF Disbursement Claims**
- C. Consider Approval of DNR Water Project Claim**
- D. Consider Approval of Meeting Minutes – 1-18-2024, 2-15-2024 and 2-22-2024 Meetings**
- E. Consider Recommendations of Service Bid Agreements**
- F. Consider 2024 Arbor Day Proclamation**

**4. PRESENTATION: IT SECURITY – MICHAEL BOLAND & CHETRICE ROMERO**

Chetrice was present and explained that Michael would not be in attendance as he is sick today. She then discussed her role at Cisa where she is the Cyber Security Officer for the State of Indiana. She advised that the State has created programs for Cities and Towns that have Cyber Security Training. Chetrice then explained the work that was completed last year with Town Manager Jones, Staff, and Mike Boland. They have completed a Cyber Assessment over our systems. It was estimated that the Town has saved \$15,000 from using free services from the state. She then explained the need to move to .gov instead of our current .org since the use of AI can be used to mock our whole website. She then noted that the government is now starting to move towards not issuing grants unless the entities have websites using .gov. She discussed the need to have a Cyber Incident Response Plan and do a tabletop exercise. Chetrice Romero will be moving to the Federal side but will get to continue with our project. Town Manager Jones noted that Michael Boland has been helpful in this project and working with the State of Indiana.

Vice-President Rudd motioned to approve the Consent Agenda minus E. Councilmember Watters seconded. All were unanimously in favor of the motion.

**5. CLERK-TREASURER REPORT –**

- A. Fund Balance Report** – C/T Young asked if anyone had any questions regarding the Monthly Fund Reports. There were none.

She announced that she had the honor of representing Aim in Washington, D.C. at the National League of Cities Conference. As a Past President of Aim the conference was paid for by the association. She along with others from Indiana attended Hill Day and they met with US Congressman Greg Pence, US Senator Mike Braun, and US Senator Todd Young. C/T Young had the opportunity to hand

deliver Resolution 2024-02 Regarding the Expansion of the Charles C. Deam Wilderness to our Legislators in person. Senator Mike Braun thanked the Town Council for adopting the Resolution which endorsed S. 2990 as introduced in the US Senate by US Senator Mike Braun. Senator Braun was pleased that the Resolution was delivered in person.

**B. Report on SRF Bond Payment Process** – C/T Young spoke about the new SRF Wastewater Project payment approval process. Vice-President Rudd had been given the authority to sign the claims once approved by the Council. She advised for the record that the claim for MS Consultants in the amount of \$33,000 was approved in the Consent Agenda this evening. She noted that today she and Deputy Clerk-Treasurer Ferry created 5 new funds for the Wastewater Project with the Bank of New York Mellon. The first payment was made today by wire transfer and was free of charge from Peoples’s Bank. The next monthly payment will be made by free ACH as we cannot expect the bank to always complete the wire transfers free of charge.

C/T Young asked for a motion to approve the monthly financials (which is a certification of receipt and review of reconciliation reports, bank statements, check registers, revenue reports, appropriation reports, po transaction reports, funds ledger and purchase order history reports) for each respective month for internal controls. Councilmember Miller motioned to approve the monthly financial reports. Councilmember Watters seconded. All were unanimously in favor of the motion.

## **6. MONTHLY DEPARTMENT REPORTS**

### **A. Police Department – Police Chief Burris February 2024:**

February monthly training- IPSC and radio communications.

IPSC showed our department how to use direct channels that could be a useful tool during parades and other events. This is a way for us to communicate with each other without tying up the radio talk paths for dispatch. Amanda from IPSC also shared some radio information we could possibly look into for the future of 800mhz with our department.

Officers with the Nashville Police Department volunteered at the annual Daddy Daughter Dance for Parks and Recreation.

Chief Burris was able to get Kroger to give 40 packs of water at store cost for our Department and Townhall employees at the price of \$3.67 per 40 pack.

Nashville Police Department has been given the opportunity to have a few BCHS students (18 years of age-seniors) the ability to ride along with Officer Heath Young on his night shift patrol.

Nashville Police Department had another BCHS intern for a day. We toured the Police Station, one on one with the officers, tour of the government side at Townhall, and Judge Wertz and the Courthouse staff allowed our department to take the intern inside the Courthouse.

Nancy Crocker volunteered to put meals together for the Police Department and VSHOC for the Eclipse.

Mrs. Andi Wilson is still helping our Department with our website, managing it and helping us stay up to date. Thank you!

The Eclipse: Tuesday, April 8<sup>th</sup>, 2024-patrol and what to expect.

Our department will be responding to emergencies on the day of the Eclipse through our dispatched 911 calls from the Brown County dispatch center and EMA.

\*Equipment sale to other agency-motion for negation of sell. Police Chief Burris had contacted the department that wanted to purchase the unused equipment. Councilmember Watters motioned to authorize negotiations of the selling of surplus unused Police equipment. Vice-President Rudd seconded. All were unanimously in favor of the motion.

\*Resolution for Emergency services to use alternate use of transportation during Eclipse. Chief Burris advised that she has been working with Attorney Jones on Resolution 2024-03 for use of utility vehicles during April 4-10<sup>th</sup>, 2024. They have access to a battery-operated golf cart and an ATV. She will put this on Facebook and the Police Department website as well. Discussion. Vice-President Rudd motioned to adopt Resolution 2024-03. Councilmember Watters seconded. All were unanimously in favor of the motion.

**Fire Department** - President Wilson noted that she had received an update from Lacey Hazelgrove since they cannot attend this evening as they are working an emergency. UPDATE - The new engine was dedicated on March 9th. The Township Trustee did not pay himself for a year so they could purchase the apparatus. They have submitted a grant application for new hoses and nozzles. They received a Solar Eclipse grant for purchasing medical equipment. They will be having a Red Line Ride on September 28, 2024. Their current run volume is 209 calls. Nick Kelp became Fire Chief effective March 1st, 2024. They received an increase from the Washington Township Contract giving them \$50,000 annually.

**B. Town Administration – COA Carr was present by Zoom.**

- **Restroom Attendant – Special Eclipse Compensation** - COA Carr explained that the Food & Beverage Commission had voted unanimously to give the Restroom Attendant \$500 for the extra work from Friday – Tuesday for the Eclipse. Councilmember Watters motioned to approve the Special Eclipse Compensation from the Food & Beverage Fund. Vice-President Rudd seconded. All were unanimously in favor of the motion.
- **Town Park Donation Boxes** – COA Carr noted that they would like to place donation boxes at the Pat Reilly Parking Lot, Washington Street Parking Lot and two corners of the Village Green Corners and there will also be flyers at these locations for a Town Parks Commission fundraiser. Discussion. C/T Young advised that she had talked with the State Board of Accounts regarding this request. She advised that one member of the Office of the Clerk-Treasurer would have to go around and pick up the donated funds daily, if the fund amounts total \$500 or more and deposit those funds within 24 hours as required by statute. The person collecting the funds must be bonded and follow all internal control standards. The State Board of Accounts advised the boxes should be lockable and who holds the keys should also be identified in the procedures. The Council would need to adopt a Resolution authorizing the donation boxes and specify the internal control procedures to be followed. C/T Young said this sounds like a good idea as long as all the rules are followed. Councilmember Watters asked about having a QR code so the donations could be made online instead of cash. COA Carr advised that they want to have these boxes set up for the eclipse. Discussion. Possibly the Council could adopt a Retroactive Resolution after the Eclipse. Councilmember Watters motioned to table the donation boxes until Wednesday’s special meeting. Vice-President Rudd seconded. All were unanimously in favor of the motion. The meeting will be held on March 27, 2024, at 1pm.
- **Right of Way Requests**
  - **Spring Blossom Parade May 4, 2024** – Vice-President Rudd motioned to approve the request. Councilmember Watters seconded. All were unanimously in favor of the motion.
  - **Shriner’s Parade June 15, 2024** – Councilmember Miller motioned to approve the request. Councilmember Watters seconded. All were unanimously in favor of the motion.

- **Nashville United Methodist Church Fall Fare October 7-8, 2024 –** Vice-President Rudd motioned to approve the request. Councilmember Miller seconded. All were unanimously in favor of the motion.
- COA Carr asked for approval of the service bid recommendations. Vice-President Rudd motioned to table these until the meeting next Wednesday. Councilmember Watters seconded. All were unanimously in favor of the motion.
- COA Carr advised that the Food & Beverage Commission gave permission to spend \$30,00 for an HVAC system. They received bids from Joe Snyder at \$13,500 and Nevin's at \$14,242.78. The bids have been reviewed by an outside person. She then recommended the Council approve Nevin's bid for the Mitsubishi at \$14,242.78. Councilmember Miller motioned to approve Nevin's bid for the Mitsubishi at \$14,242.78. Vice-President Rudd seconded. All were unanimously in favor of the motion.

**A. Town Attorney Report – Attorney Jones was present by Zoom.** She advised that she is glad the Wastewater Project is underway. She will be working on updating the Rules and Regulations for the Police Department.

- **Ordinance Concerning Exotic Animals –** Attorney Jones advised that she had completed a memo regarding this agenda item. President Wilson advised that we could start a discussion on this tonight. Laura Mason, the owner of a Red Species Fox, an Artic Fox and an African Serval spoke to the Council. Laura said she lives outside of Bean Blossom and wants to do her due diligence and see if having them in town would be acceptable as she is considering relocating to the Town of Nashville. She is interested in doing Chinese Take-Out with delivery in town. She noted that she has DNR inspected enclosures and they come out every year. She advised they would be double fenced since she would also add a privacy fence. Discussion regarding the type of fence, noise, putting this on the agenda next month, possibly considering approval on a case-by-case basis, what type of meals the animals eat, classification of animals, licensing requirements, etc. This item will be put on next month's agenda. Laura will send more information to the Council for consideration.

**B. Town Manager Report – Town Manager Jones**

- **Stellar Pathways Program –** Alice Sussemichel, Chief Executive Officer of the Brown County Community Foundation, explained the program that is funded by approximately 8 different funding sources. She noted that they

became aware of this program in January and were approached by Town Manager Jones regarding collaboration. She spoke about the prior application for Stellar and some of those concerns. She noted that this program would be best led by County Elected Officials, although there is an option to have a non-profit community wide entity to lead but it would limit the possibilities. There was a requirement to meet in Danville for two days and Councilmember Watters attended along with a County Commissioner and County Councilmember along with Town Manager Jones and others. Alice advised that the County did not get a unanimous vote yesterday to proceed. Discussion. The next step would be to have a letter of intent by May 1<sup>st</sup>, 2024. Town Manager Jones noted some of the projects that have been discussed – finishing Salt Creek Trail, Pedestrian Pathway to Deer Run Park, Pedestrian Pathway to the Fairgrounds where Mother’s Cupboard is located, sidewalks in town, wastewater utilities improvements as Gnow Bone is failing now, historical buildings such as the Courthouse which is losing bricks and the windows are very thin, and blight repairs.

Vice-President Rudd motioned to be a part of the Stellar Pathways Program contingent upon the County agreeing to be the lead. Councilmember Watters seconded. Discussion. All were unanimously in favor of the motion.

- **Eclipse Update** – Town Manager Jones advised that signage has been made by Eagle Manufacturing to put in our parks and parking lots. The CVB gifted the town \$9,260 to help with Eclipse expenses.

She spoke with the Contractor for the State who is making the improvements at 46 and 135. They advised that they will pull out on Thursday or Friday before the Eclipse and will not come back before the 10<sup>th</sup>.

- Town Manager Jones asked the Council to consider investing in a 5-year Financial Plan. Our Financial Advisers Krohn and Assoc. have estimated a cost between \$4,000-\$6000 for the 5-year Financial Plan. Vice-President Rudd motioned to hire Krohn & Assoc. for \$4,000-\$6,000. Councilmember Miller seconded. All were unanimously in favor of the motion.

## 7. NEW BUSINESS

- A. **Residential Parking Permit Request** – D. Bemenderfer spoke about her parking situation and the request. Discussion. Councilmember Watters motioned to permit Miss Bemenderfer a Residential Parking Permit. Vice-President Rudd seconded. All were unanimously in favor.

8. **PUBLIC COMMENTS** – John Elliott, Vice-Chair of the Brown County Community Foundation, was present and spoke about building relationships and noted that a representative of the Foundation Board will be attending the Council meetings.

**9. COUNCIL COMMENTS AND ACTION ITEMS** – There were none.

**10. ADJOURN** – Vice-President Rudd motioned to adjourn. Councilmember Watters seconded. All were unanimously in favor of the motion. The meeting adjourned at 8:31pm.

  
Clerk-Treasurer Brenda K. Young

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President Andi Wilson

  
Vice-President David Rudd

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Councilmember Anna Hofstetter

  
Councilmember Lance Miller

  
Councilmember Rex Watters III