

TOWN COUNCIL MEETING
THURSDAY, JANUARY 6, 2022, AT 6:30PM

IN PERSON AT NASHVILLE TOWN HALL
AND VIDEO CONFERENCE VIA ZOOM

ATTENDANCE - Council members present in person – President Nancy Crocker, Councilmember Jane Gore, Councilmember Tyra Miller, and Councilmember David Rudd. Council members present by Zoom – Vice-President Anna Hofstetter. Also, in attendance – Chief Administrative Officer Phyllis Carr, Records Clerk Sandie Jones, Clerk-Treasurer Brenda Young, Deputy Clerk-Treasurer Debbie Ferry, Town Attorney Wanda Jones.

1. OPENING THE MEETING – by President Crocker at 6:30pm.

A. Pledge of Allegiance

B. Roll Call - by C/T Young

C. Approval of the Agenda – Councilmember Gore asked to add a report regarding a meeting that she attended. President Crocker added her appointment to the DRC. C/T Young asked to add a letter from the Chamber of Commerce asking for approval to apply to OCRA for a Main Street grant. Councilmember Miller motioned to approve the amended agenda. Vice-President Hofstetter seconded by zoom. C/T Young called the roll call vote. All were unanimously in favor of the motion.

2. PRESENTATIONS

A. Recognize Retiring Police Chief Ben Seastrom – Councilmember Gore read aloud Resolution 2022-01 commending Ben Seastrom for his dedication and service to the Town of Nashville. The resolution declared and proclaimed January 20, 2022, as “Ben Seastrom Day” in Nashville. Retiring Police Chief Seastrom was presented with a temporary Key to the Village of Nashville. He will receive the actual key once it is completed by the Lawrence Family Glass Blowers. Retiring Police Chief Seastrom and family were congratulated and applauded. Councilmember Rudd motioned to adopt Resolution 2022-01. Councilmember Gore seconded. C/T Young called the roll call vote. All were unanimously in favor of the motion.

B. Recognize retiring Administrative Assistant Mary Beth Fisher – Administrative Chief Officer Carr read aloud Resolution 2022-02 commending Mary Beth Fisher for her dedication and service to the Town of Nashville. The resolution declared and proclaimed January 31st, 2022, as “Mary Beth Fisher Day” in Nashville. Retiring Administrative Assistant Fisher was presented with a temporary Key to the Village of Nashville. She will receive the actual key once it is completed by the Lawrence Family Glass Blowers. Retiring Administrative Assistant Fisher was congratulated and applauded. Councilmember Rudd motioned to adopt Resolution 2022-02. Councilmember Miller seconded. C/T Young called the roll call vote. All were unanimously in favor.

3. NEW BUSINESS

A. Consider Approval of COVID-19 Protocols – Councilmember Miller motioned to adopt Resolution 2022-03. Councilmember Rudd seconded. C/T Young called the roll call vote. All were unanimously in favor.

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- B. Consider Approval of Staff Promotion** – President Crocker noted that is referring to Dennis Fox. Councilmember Rudd motioned that Dennis Fox be promoted to Street Superintendent and Town Maintenance. Councilmember Gore seconded. C/T Young called the roll call vote. All were unanimously in favor of the motion.
- C. Consider Council Statement Concerning the Enforcement of Ordinances** – President Crocker asked if the Council agreed with a statement that they are in favor of enforcing the ordinances equitably. The Council agreed. Administrative Chief Officer Carr asked about the up to \$2,500 fine for violating our ordinance such as sweeping debris into the streets. She asked about the steep amount of the fine and who determines how much the fine should be. CAO Carr will work with Councilmember Gore to investigate fines that have been adopted in other towns. President Crocker introduced and welcomed Town Attorney Wanda Jones.
- D. Consider Approval of Expenditure Exceeding \$5,000 (Complete Renovations to the Town Hall Public Meeting Room)** President Crocker explained that she had contacted a local artist to build live edge tables and a new podium estimated at \$4,500. She would also like to replace some of the meeting room chairs at approximately \$1,000. Discussion. Vice-President Hofstetter made a motion to approve the expenditures not to exceed \$6,500 for the complete renovation of the Town Hall Public Meeting Room out of the Economic Development Fund. Councilmember Miller seconded. C/T Young called the roll call vote. All were unanimously in favor of the motion.
- E. Councilmember Gore** - She advised that she, Police Chief Ben Seastrom and Councilmember Rudd had a meeting with Interim Police Chief Mick Reddick to discuss terms of a contract. Discussion regarding hourly pay to be that of the previous Police Chief's rate, 16 to 25 hours part-time on duty, take home vehicle, approved overnight accommodations due to inclement weather as he lives an hour away, authority to hire part time officers to replace the current vacancies. C/T Young asked that the Council approve the pay of the Acting Police Chief and to amend the salary ordinance to cover this position. Councilmember Rudd made a motion to approve an Employment Contract that includes all the items discussed by the Town Council during this meeting. Councilmember Gore seconded. C/T Young called the roll call vote. All were unanimously in favor of the motion. Town Attorney Jones will prepare the Employment Contract.
- F. DRC Appointment** – President Crocker appointed Kamady Lewis to the DRC.
- G. Chamber of Commerce Letter** – C/T presented the letter requesting the Council's approval to apply to OCRA to participate in the Indiana Main Street Program and approval for the Clerk-Treasurer to sign the application. Councilmember Gore motioned for the approval of the Clerk-Treasurer to sign the application. Councilmember Miller seconded. President Crocker thanked those that are working on this effort and those who have been serving on the decorating committee. C/T Young called the roll call vote. All were unanimously in favor of the motion.
- H. Bicycle Pedestrian Master Plan** – Town Consultant Dax Norton asked for permission to have someone sign the joint letter of intent to partner with the county to apply for a \$20,000 grant to go toward the completion of a Bicycle Pedestrian Master Plan. If we partner with the county, it will be a Tier 3 application with a dollar-for-dollar match. Vice-President Hofstetter motioned that the Town Council authorize her to sign the joint letter of intent to apply for the Bicycle Pedestrian Master Plan grant. Councilmember Miller seconded. C/T Young called the roll call vote. All were unanimously in favor of the motion. Vice-President Hofstetter thanked Kara Hammes for her work on this committee.

4. ORGANIZATIONAL WORKSHOP

President Crocker advised that the next items are for an organizational workshop, and all are invited to stay for the discussion. She then turned the discussion over to Town Consultant Dax Norton. He went through the below items with the Council and those in attendance. President Crocker recessed the meeting at 8:30pm and the meeting resumed at 8:36pm.

- A. Discuss Council Policies and Procedures Resolution and Manual**
- B. Review Roberts Rules and Parliamentary Procedure**
- C. Appoint Town Council Liaisons to Each Department**
- D. Discuss Town Administration Staff Analysis/Job Descriptions**
- E. Discuss Strategic Direction Meeting Schedule**

After the round table discussion Vice-President Hofstetter motioned to add an additional meeting on the 1st Thursday of every month to become a Strategic Direction Town Hall Meeting. Councilmember Miller seconded. All were unanimously in favor of the motion.

ADJOURN – Councilmember Rudd motioned to adjourn the meeting. Vice-President Hofstetter seconded. All were unanimously in favor of the motion. The meeting adjourned 8:58pm.


Clerk-Treasurer Brenda K. Young


Councilmember Jane Gore


Councilmember Anna Hofstetter


Councilmember Tyra Miller


Councilmember David Rudd