

**NASHVILLE TOWN COUNCIL MEETING  
THURSDAY, JANUARY 16, 2020**

**ATTENDANCE:** Council members present – President Jane Gore, Vice-President Alisha Gredy, Councilmember Nancy Crocker, Councilmember Anna Hofstetter, and Councilmember Dave Rudd. Also in attendance – Utility Manager Sean Cassiday, Administration Manager Phyllis Carr, Town Attorney Jim Roberts, Municipal Operations Consultant Dax Norton, Clerk-Treasurer Brenda Young and Deputy Clerk-Treasurer Debbie Ferry.

**COUNCIL BUSINESS – 6:30pm**

**1) CALL TO ORDER** by President Gore at 6:30pm.

**2) PLEDGE OF ALLEGIANCE**

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

**3) ELECTION OF OFFICERS**

Councilmember Rudd made a motion to nominate Councilmember Gore as President. Councilmember Hofstetter seconded the motion. All were unanimously in favor.

Councilmember Hofstetter made a motion to nominate Councilmember Gredy as Vice-President. Councilmember Rudd seconded the motion. All were unanimously in favor.

**4) APPROVAL OF AGENDA**

President Gore advised that the Humane Society would like to speak under Audience communications. Administration Manager Carr noted that Centra Credit Union would not be coming before the Council tonight.

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

**5) REVIEW OF MEETING PROCEDURES**

President Gore advised that the meeting agenda is very long for tonight and asked that people keep their comments short this evening.

**6) APPROVAL OF THE MINUTES – 12-12-19 STRATEGIC PLANNING MEETING, 12-19-19 & 12-30-19 MEETINGS AND 9-20-19 & 9-24-19 BUDGET WORK SESSIONS**

Councilmember Rudd made a motion to approve the minutes of the 12-12-19 Strategic Planning Meeting, 12-19-19 & 12-30-19 Meetings and 9-20-19 & 9-24-19 Budget Work Sessions as presented. Councilmember Crocker seconded the motion. All were unanimously in favor.

**7) ACCOUNTS PAYABLE VOUCHERS**

Councilmember Hofstetter advised that she reviewed the accounts payable vouchers today and made a motion to approve the January 2020 accounts payable voucher register. Councilmember Rudd seconded the motion. All were unanimously in favor.

Clerk-Treasurer Young presented the following accounts payable vouchers:

- Columbus Collision, DG Graphics and John Jones Police Pursuit Vehicles for a total of \$5,680.89
- MS Consultants for a total of \$3,250.00

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She also asked for the Council's approval to sign the contract with AE Boyce Company Inc. that was approved in the January 2020 accounts payable voucher register.

Councilmember Rudd made a motion to pay the two additional AP vouchers and to allow Clerk-Treasurer Young to sign the contract with AE Boyce Company. Councilmember Crocker seconded the motion. All were unanimously in favor.

### **8) COMMUNICATIONS**

#### **A. AUDIENCE**

##### **• HUMANE SOCIETY – SUE ANN WERLING**

Sue Ann Werling thanked the Council for allowing her to speak with them this evening. She explained that she is following up with a request that she made to the Council in August of 2019. Ms. Werling advised the Humane Society is getting ready to build a new facility and will be going out for bids on Monday. She noted they have not met their goal of raising 3.2 million dollars for the facility and asked the Council for a \$5,000 investment for three years for a total of \$15,000. Discussion.

Councilmember Rudd made a motion to pledge \$5,000 a year for three years for the new Humane Society building. Councilmember Crocker seconded the motion. All were unanimously in favor. Ms. Werling thanked the Town Council for their support.

#### **B. WRITTEN**

##### **• ENHANCING THE VALUE OF PUBLIC SPACES – KARA HAMMES**

Kara Hammes introduced herself to the Council and spoke about the Enhancing the Value of Public Spaces program put on by Purdue Extension. This program works with communities to assess public spaces, recreational opportunities, active living, etcetera. Ms. Hammes advised they have support from the YMCA and other partners in the community for this program and the cost for the study is \$5,000. She reported that Brown County Parks and Rec is covering the bulk of this cost, but they would like to bring in more partners such as the Town. She asked if they would consider putting \$1,000 toward this program. Discussion.

Councilmember Hofstetter made a motion to pay \$1,000 toward the Enhancing the Value of Public Spaces program out of the Town Park funds. Vice-President Gredy seconded the motion. All were unanimously in favor. Ms. Hammes thanked the Council for their support.

### **BOARDS AND COMMISSIONS REPORTS**

#### **1) BROWN COUNTY VOLUNTEER FIRE DEPARTMENT REPORT**

BCVFD Chief Nick Kelp reported that the department ended the 2019 year with 565 runs and it was a very busy year. They have started off the new year very busy as well. Next week they will start the planning stages for basic firefighter training.

President Gore advised that the Council had \$10,000 in their budget that they could reappropriate this year. Earlier in the evening they appropriated \$5,000 of those funds to the Humane Society. President Gore announced they would like to appropriate the other \$5,000 to the Brown County Volunteer Fire Department.

Councilmember Crocker made a motion to give the Brown County Volunteer Fire Department \$5,000. Vice-President Gredy seconded the motion. All were unanimously in favor. BCVFD Chief Kelp thanked the Council for their support.

**2) REDEVELOPMENT COMMISSION**

**A. RIVERFRONT LICENSE RECOMMENDATION**

• **BIG WOODS HARD TRUTH HILLS LLC – INITIAL APPLICATION**

President Gore reported that the Redevelopment Commission reviewed the Big Woods Hard Truth Hills initial application. She explained that they have restructured the business and must have a new Riverfront License with the new name. The Commission is giving a favorable recommendation for the application.

Councilmember Crocker made a motion to approve the renewal application for the Big Woods Hard Truth Hills. Vice-President Gredy seconded the motion. All were unanimously in favor.

**3) APPOINTMENTS TO BICYCLE-PEDESTRIAN AD HOC ADVISORY BOARD**

President Gore explained that the Town has created a Bicycle-Pedestrian ad hoc Advisory Board and they have seven applicants for five seats. Councilmember Hofstetter advised she has reviewed all the applications and spoke with most all the applicants. She noted that she too is one of the applicants but is willing to withdraw herself from the pool to allow for another applicant to have a seat. Discussion.

Councilmember Crocker asked if they could change the resolution to have seven members. Town Attorney Roberts advised he could change the resolution to seven members.

Councilmember Crocker made a motion to change the resolution and select all seven applicants for the advisory board. Councilmember Hofstetter seconded the motion. All were unanimously in favor.

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

Duane Parsons of the Brown County Alcoholic Beverage Commission asked if a new Riverfront License application was submitted. President Gore believes a new application was submitted but she will have someone check into this.

**NEW BUSINESS**

**1) ECONOMIC DEVELOPMENT FUTURE**

President Gore advised this is a new year and they have some new ideas regarding economic development. She noted they have some new members on the Town's Redevelopment Commission with new energy. The Council would like the RDC to begin using an under utilized tool that they have and that being Tax Increment Financing and commented that the Town has had TIF on the books since 2013.

Municipal Operations Consultant Norton spoke about the Town Council's strategic planning meeting that was held last month. They talked about expanding the Town's economic development area and using TIF appropriately. Municipal Operations Consultant Norton suggested that the RDC consider a declaratory resolution expanding the economic development area. Discussion about new investments.

**2) ANY OTHER NEW BUSINESS TO COME BEFORE THE COUNCIL**

Brown County Community Foundation CEO Maddison Miller thanked Councilmembers Crocker and Hofstetter that have signed up to take part in the Community Involvement Training that will be held later this month. The training is put on by Ball State and they have over 23 participants from all over the County and Town with 30 spots available.

**OLD BUSINESS**

**1) EMPLOYEE HANDBOOK AND VEHICLE DRIVING POLICY**

Clerk-Treasurer Young commented that this was put on the agenda as the handbook had been sent out for review by their insurance carrier. Administration Manager Carr will resubmit the handbook to the Town Council and Department Heads for their review prior to the next Town Council meeting.

**2) ANY OTHER OLD BUSINESS TO COME BEFORE THE COUNCIL**

Nothing was presented.

**RECESS** A recess was called from 7:09pm – 7:18pm

**REPORTS**

**1) MUNICIPAL OPERATIONS CONSULTANT – DAX NORTON**

**A. STRATEGIC DIRECTION**

Municipal Operations Consultant Norton advised it is time for the Town Council to get back together and perhaps meet more frequently and work on their action items regarding their strategic direction initiative. He would like to dive into the responsiveness area and economic and community development focus.

Municipal Operations Consultant Norton advised at the last strategic planning meeting they discussed working on a communication plan. Part of that plan is creating an interactive agenda and live streaming the Town Council meetings. He reported that the Brown County Democrat has proposed to acquire the camera and the Town would pay for the camera over time. The Democrat would also look for sponsorships to help with the live streaming process. Municipal Operations Consultant Norton explained that the live streams would be on the Town's YouTube channel with a link available on the Democrat's website.

Municipal Operations Consultant Norton asked the Council to schedule their next strategic meeting. Council agreed to meet on Wednesday, January 29, 2020 from 10am to noon.

**B. COUNCIL INQUIRIES**

Municipal Operations Consultant Norton reported that he has drafted an ordinance to create a Utility Service Board at the request of a Councilmember. Vice-President Gredy asked that the ordinance be a part of the February's Town Council agenda.

Councilmember Rudd asked for an update from the MS Consultants engineers working on the sanitary sewer plan. Municipal Operations Consultant Norton advised a compliance plan has been sent to staff for review and Utility Manager Cassiday reviewed the plan today. He explained that the next document to be delivered in the next two weeks will be the preventative maintenance plan. The engineer will be in attendance for the February Town Council meeting to give them an update on the sewer master plan.

**2) CLERK-TREASURER – BRENDA YOUNG**

**A. ORDINANCE 2020-01 ADOPTING A SUPPLEMENT TO THE CODE OF ORDINANCES**

Clerk-Treasurer Young advised they had an ordinance before them adopting the updated code of ordinances but needed the Town Attorney to give information on his review of the updates. Town Attorney Roberts reported that he reviewed the updates late and found something that needed to be corrected after the updates had been printed. He contacted American Legal but has not heard back from

them as of yet. Town Attorney Roberts would like to postpone adopting the supplement until they get an answer from American Legal regarding his proposed correction. He noted the correction is an important part of the demolition ordinance regarding the repealer. Town Attorney Roberts will send another email to American Legal concerning the correction.

**B. RESOLUTION 2020-01 A RESOLUTION AUTHORIZING TRANSFER OF APPROPRIATIONS**

Clerk-Treasurer Young presented Resolution 2020-01 and explained this transfer is moving funds from one line item to another line item within the same budgets.

Councilmember Hofstetter made a motion to adopt Resolution 2020-01 by title only. Councilmember Rudd seconded the motion. All were unanimously in favor.

**C. COUNCIL INQUIRIES**

Clerk-Treasurer Young announced that she has been asked to make a presentation at the AIM Boot Camp regarding Quality of Life. AIM picked Huntingburg, Jasper and Nashville to be a part of this presentation.

Clerk-Treasurer Young advised that her office has closed out the books for 2019 and they are working on the annual reports that are due in early 2020.

**3) UTILITY MANAGER – SEAN CASSIDAY**

**A. COUNCIL INQUIRIES**

Utility Manager Cassiday reported he has passed out his monthly report to the Town Council.

Utility Manager Cassiday reported they have received three bids for the PRV project and opened the bids at this time in the following order

- Reed and Sons - \$128,000
- Subsurface of Indiana - \$168,415
- Infra Systems, Inc. - \$143,500

Administration Manager Carr advised that they will take the bids under advisement and come back before the Town Council with their recommendation.

Councilmember Rudd asked about the I and I progress. Utility Manager Cassiday reported that they have started doing the inspections but have been running into some issues with roots and other things. He will have to talk with the vendor next week. Councilmember Rudd commented that there is an issue in the alley by Gould Street. Utility Manager Cassiday advised that they could use the Town's jetter to clean that out.

**4) ADMINISTRATION MANAGER – PHYLLIS CARR**

**A. SERVICE AGREEMENTS - 1ST ROUND BID OPENING**

Administration Manager Carr opened the following service agreement bids and Utility Manager Cassiday read aloud the proposals:

**HVAC**

- HFI - labor charge per hour \$90, overtime is \$120 per hour, holidays and Sundays \$147 per hour, various equipment and charges.

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- Dunlap –labor charge per hour \$76 port to port minimum one hour, service call charge \$76 per hour port to port minimum one hour, after hour charge \$114 port to port minimum four hours.
- Snyder – service call charge \$80, labor charge per hour \$50, after hour charge \$50, equipment type is Heil.

### **Plumbing**

- HFI – service call charge \$0, labor charge per hour \$90, overtime labor charge \$120 per hour, holidays and Sundays \$147 per hour, various equipment and charges.
- Dunham Plumbing – service call charge \$59, labor charge per hour \$98, one plumber helper add \$20 per hour, after hour charge is time and a half, various equipment and charges.

### **Wastewater Pump Lift Station Repair**

- Quality Repair – service call charge \$105 per hour with one technician, service call charge \$185 per hour with two technicians, after hour charge \$125 one tech with service truck, various equipment types and prices.

### **Wastewater Excavation, Install and Repair**

- Reed Septic – service call charge \$95 per hour, labor charge per hour in addition to operator \$65, after hour charge \$150.  
Roto-Rooter – service call charge \$65 per hour, labor charge per hour in addition to operator \$95, after hour charge \$150, equipment charge \$305 per job, various equipment type.

### **Water Excavation, Install and Repair**

- Sub- Surface of Indiana – vac with operator standard \$200, vac with operator overtime \$230, vac with operator holidays and Sundays \$260, vac with extra truck and man \$240, vac with extra truck and man overtime \$270, vac with extra truck and man double time \$300.

### **Heavy Equipment Repair**

- Westside Tractor Sales – labor charge per hour \$140, after-hour charge \$73 per hour,
- Best Equipment – equipment charge \$159 per hour, service call charge \$159 per hour, labor charge \$159, after-hour charge \$230.50, various equipment types and prices.

Administration Manager Carr announced that they will take the bids under advisement.

## **5) TOWN ATTORNEY – JIM ROBERTS**

### **A. WATER LAWSUIT**

Town Attorney Roberts reported during the water lawsuit they had to employ an expert to respond to BC Water Utilities petition to raise the Town's rates. He noted they have settled this portion of the lawsuit. Town Attorney Roberts explained the expert's bill and advised the Council had previously approved to spend between \$20,000 and \$30,000 for the work. Discussion. The Council asked Town Attorney Roberts to negotiate a lower payment since the case was settled early not requiring a full report.

### **B. THREEHAWKS DISCUSSION**

Town Attorney Roberts reported that last month the Council agreed to pay Mr. Threehawks \$12,000 for his water damage claim if the County agreed to pay half of the claim. He helped draft a letter to the County asking to pay half and this will be sent to the County Commissioners. Town Attorney Roberts noted that the Town's deductible is \$5,000.

Mark Threehawks explained that his claim is \$15,000 but he is willing to take \$12,000 if the Town replaces the culvert in this area and complete the rest of the ditching by Hard Truth Hills. Discussion. Councilmember Rudd will talk with the Brown County Highway Department about working with the Town to fix the ditch. Discussion. Mr. Threehawks thanked the Council for working with him.

**6) POLICE CHIEF – BEN SEASTROM**

**A. DISCUSS POLICE DEPARTMENT VEHICLE LEASE**

Municipal Operations Consultant Norton spoke on Police Chief Seastrom's behalf regarding police vehicles. He explained the Town Council has already approved for two new vehicles and they must look at the budget on how to pay the invoices. Municipal Operations Consultant Norton, Police Chief Seastrom and Clerk-Treasurer Young will look at the budget and use the least amount of Rainy Day funds possible.

Municipal Operations Consultant Norton advised that there is also some additional work that needs to be done at the Police Department building. They have a quote of \$3,720 to do interior work in the building to accommodate Community Corrections sharing the building. The second quote is for \$6,660 for the same work. He explained the Council will have to look at the Town's budget to see where the funds can come from. President Gore explained that when Community Corrections moves into the building, they will be providing \$25,000 worth of phone services and T1 type internet services. Discussion.

Regarding building maintenance issues, Clerk-Treasurer Young announced that her office in Town Hall has a slug infestation for over a year. The slugs have ruined many papers and she is concerned they will ruin town records. She and others have tried to get rid of the slugs, but nothing has seemed to work. The next step is to dig up around the foundation and put a barrier of some type around this area of the building. Discussion. Councilmember Rudd suggested they call Kara Hammes at the Purdue Extension office and see if she has any ideas of how to solve the slug problem. Clerk-Treasurer Young noted there are other maintenance areas of Town Hall that also need to be addressed.

**7) ANY OTHER BUSINESS THAT MAY COME BEFORE THE COUNCIL**

Municipal Operations Consultant Norton reported that the Food and Beverage Legislation sunsets in 2022. He recommended that they get with their legislators as soon as possible and think about what they want this Food and Beverage Legislation to look like. Clerk-Treasurer Young advised when they met with Senator Koch last year they talked about this topic and she encouraged the Council to continue to talk with their legislators.

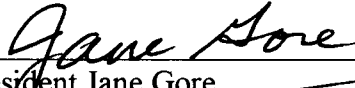
Councilmember Crocker advised that she attended an HCI meeting earlier this week and talked to one of their Township Trustees. For the record, she wanted to thank the Township Trustees for all they do as this is a tough job. There is a homeless problem in our County and the Township Trustees help to find people housing.

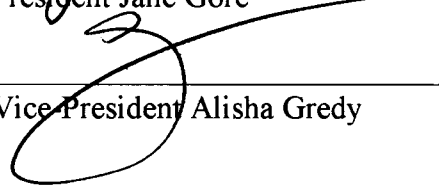
**8) ADJOURNMENT**

Councilmember Rudd made a motion to adjourn the meeting. Councilmember Crocker seconded the motion. President Gore adjourned the meeting at 8:24pm.

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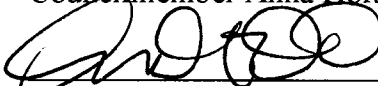
*The audio recording made at the Town Council meeting on 1-16-2020 is retained in the office of the Town Clerk-Treasurer.*


  
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President Jane Gore

  
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Vice-President Alisha Gredy

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Councilmember Nancy Crocker

  
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Councilmember Anna Hofstetter

  
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Councilmember Dave Rudd

  
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Clerk-Treasurer Brenda K. Young