

NASHVILLE TOWN COUNCIL MEETING
THURSDAY, JANUARY 20, 2022, AT 6:30 PM
IN PERSON AT TOWN HALL & VIDEO CONFERENCE VIA ZOOM

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

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

A. Pledge of Allegiance

B. Roll Call by Clerk-Treasurer Young.

Approval of the Agenda – President Crocker advised that she would like to discuss business licenses and Chief Administrator Carr asked to add a reimbursement request, an approval for a tree removal at Town Hall and a request for Wells Drive lift station upgrades. Councilmember Rudd motioned to approve the amended agenda. Vice-President Hofstetter seconded. All were unanimously in favor.

2. APPROVAL OF THE CONSENT AGENDA

A. Consider Approval of Claims (Accounts Payable Vouchers)

B. 2022 Fire Department Contract

C. Parking & Public Facilities Request for Repairs to Public Restrooms

D. Riverfront License Recommendation for Hard Truth Hills

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

3. CLERK-TREASURER REPORT

A. Fund Balance Report – C/T Young spoke about the monthly financials that were presented to the Council. She advised that she has started working on the Annual Financial Report for the State Board of Accounts which will need to be approved by the Council in February.

B. Outstanding Check Listing – C/T Young presented the outstanding check listing to be included in the minutes per statute. The outstanding checks will be receipted back into the fund that they were issued from.

President Crocker thanked C/T Young and Staff for all the hard work that goes into the audit process as they have been in the usual State Board of Accounts audit process. C/T Young thanked her Staff for exceptional work.

4. MONTHLY DEPARTMENT REPORTS

A. Police Department- President Crocker advised that they had received a nice monthly report from Interim Police Chief Mick Reddick. He was not present due to another commitment.

B. Town Administration

Community Crossings Bid Award Recommendation – Chief Administrator Carr advised that Town Attorney Jones, Councilmember Rudd, Charlie Day of DLZ and

herself had reviewed the bids and recommended the Council award the bid to Milestone. Councilmember Rudd motioned to award the bid to Milestone. Councilmember Miller seconded. All were unanimously in favor of the motion. Chris Mahon spoke of a negative experience with Milestone from a previous job.

- **1st Round Service Bid Opening** – Chief Administrator Carr opened the bids as follows:

HVAC

Joe Snyder - \$80.00 Service Call and Labor Charge per hour = \$80.00

HFI – Harrell Fish – Minimum service call for one hour = \$98.00, After hours=\$130.00 and OT-Sundays and Holidays=\$155.00

Leak Detector=\$40.00 Recovery Machine=\$75.00, Vacuum Truck=\$30.00, Environmental Fees=\$30.00 and Consumable Charge=\$50.00

PLUMBING

Dunham Plumbing - \$79.00 for Service Charge, Labor=\$138.00 per hour, After Hours=\$207.00,

HFI-Minimum Charge per regular hour=\$98.00, OT=\$130.00, Sundays and Holidays=\$155.00, Sewer Camera=\$200.00, Small Machine=\$250.00, Large Sewer Machine=\$75.00 Small, \$100.00 Medium and Large \$150.00, Locator Device=\$150.00, Backflow Test Certification=\$125.00 and Consumable Charge=\$50.00

HEAVY EQUIPMENT REPAIR

Trash Cans– Equipment Charge=\$150.00-hour, Labor=\$150.00 per hour, after hours \$200.00 per hour. Drive time is added to the invoice at \$100 per hour and overnight stays as needed and there will be travel expenses added to invoice.

WATER PUMP BOOSTER STATION REPAIR

BBC Pump- \$90.00 per hour equipment charge, \$60.00 per hour labor charge, \$80.00 per hour for additional technician, After Hours=\$135.00 per hour, Confined Space Entry=\$300.00 per day, Shop Labor=\$90.00 per hour, Custom Machining=\$100.00 per hour.

Quality Repair-\$115.00 per hour one technician service call, after hours=\$135.00 per hour per technician, Miscellaneous materials as needed.

WATER EXCAVATING

Patton Plumbing- Equipment Charge=\$150.00 per hour, Service Call=\$150.00, Labor Charge in addition to Operator=\$65.00 per person per hour, After hours=\$300.00 per hour, Excavator=\$175.00, Dump Truck=\$125.00 and Skid steer=\$125.00.

WASTEWATER PUMP AND LIFT STATION REPAIR

BBC PUMP- Equipment Charge=\$90.00, Labor charge per hour in addition to operator=\$60.00 per second technician, After Hours=\$135.00 per hour, One Tech=\$90.00 per hour for second technician, Holidays=\$180.00 per hour one technician and \$120.00 per hour for second technician, Confined Space=\$300 and Shop Labor=\$90.00 and Custom Machining=\$100.00.

SEPTIC WASTEWATER HAULING

Reed Excavating – Equipment Charge=\$95.00 per hour, Service Call=\$95.00 per hour, Labor Charge in addition to operator=\$65.00 and after hours=\$150.00

TREE SERVICE

Andy Norman – They do not work on an hourly rate but will bid on each project based on the scope of work.

WASTEWATER EXCAVATION

Roto-Rooter – Equipment Charge=\$500.00 per job, Service Call=\$75.00, Labor in addition to operator=\$125.00 per hour, Mini Excavator=\$500.00, Jetter=\$519.00, Bursting Equipment Varies.

Patton Plumbing – Equipment Charge=\$150.00, Service Call=\$150.00, Labor per hour in addition to operator=\$65.00, After Hours=\$300, Excavator=\$175.00, Dump Truck=\$125.00 and Skid Steer=\$125.00.

SSI=Sub Surface- Back with operator straight time=\$220.00, Back with operator overtime=\$250.00, Back with operator double time=\$280.00, Back with extra trucking guy=\$260.00, Back with extra trucking guy overtime=\$310.00, Back with extra trucking guy double time=\$360.00, doc fee=\$140.00 and a 3-hour minimum.

Wagler Brothers – Equipment Charge=\$90.00, Service Call 2 hour minimum, Labor charge per hour=\$42.00, After hours=\$200.00, Mini=\$90.00 and Excavation=\$88.00, Tandem Dump Truck=\$115.00, Skid Steer=\$85.00 and \$105.00.

Councilmember Rudd motioned to have Phyllis go through the bids and make a recommendation. Vice-President Hofstetter seconded. All were unanimously in favor of the motion.

- **Edge O'Town Condo Drainage Quote** – Chief Administrator Carr explained that after reviewing this area with Dave Wagler and Jerry Fleetwood at different times it was recommended to extend the retaining wall. Councilmember Rudd motioned to approve the repair at \$4,340.00 with Dynamic Concrete. Councilmember Gore seconded the motion. All were unanimously in favor of the motion.
- **Request Approval to Hire Two Utility Techs** – Chief Administrator Carr asked for permission to hire two Utility Techs as we have had one leave our employment last week and we still have one position to fill from previous. She advised that the Utility Service Board recommended the hire of two Utility Techs. Councilmember Rudd motioned to hire 2 Utility Techs. Councilmember Gore seconded. Vice-President Hofstetter asked where does the town post open positions. She will work with Phyllis to explore online selections for posting. All were unanimously in favor of the motion.
- **Tree Board** – The Tree Board met and recommended removing 3 trees. One tree is located at South Jefferson and Old Hickory, one at the Old Bartley House that is causing the sidewalk to buckle and one on the backside of Town Hall is a dead ash tree. Councilmember Rudd motioned to remove the trees recommended by the Tree Board with the funding to come out of EDIT and MVH. Councilmember Gore seconded. All were unanimously in favor of the motion.

- **Reimbursement for 430 Wells Drive** – Chief Administrator Carr passed out this request to refund the customer for the Roto-Rooter cost of \$300.00 for unclogging the sewer line which was determined to be the town's problem. Discussion. Vice-President Hofstetter discussed the procedure to handle these types of issues. Councilmember Miller motioned to approve the reimbursement. Councilmember Rudd seconded. All were unanimously in favor of the motion.
- **Wells Drive Lift Station request from Robin Willey** – the request has been approved by the Utility Service Board. C/T Young advised that this repair is an emergency repair, and our Town Attorney will write a letter to explain the procedure since we did not have 3 bids. The cost of the rehabilitation of the Wells Drive Lift Station by BBC Pump and Equipment Company, Inc. is \$20,870.34. Councilmember Rudd motioned to have BBC Pump make the repair. Councilmember Gore seconded. All were unanimously in favor of the motion.

C. Consultant – Consultant Dax Norton was absent due to illness. The Utility Service Board will be meeting Monday night to go over the MOU for the DNR Brown County State Park project. The new appointee to the USB Dan Klaker was present and thanked for his service.

- **Utility Service Board**
- **Update on State Park Project**
- **Transportation Study Contract**
- **Krohn Financial Study** – President Crocker advised that we are going to ask Krohn to do a study on our budget.
- **Grant Funding Opportunities**

5. NEW BUSINESS

A. Appoint Town Council Liaisons to Each Department – President Crocker discussed her ideas for each Town Council member to be a liaison as follows:

Anna - Community Enrichment focusing on non-motorized transportation, parks and environment.

Dave - Public Works such as water, sewer, and roads.

Jane - Planning & Zoning such as BZA, APC and DRC

Nancy - Arts & economic development

Tyra – Community Economic Development such as business representation CVB, Chamber of Commerce.

It was discussed that the whole Council will be liaisons to the Police Department.

B. Discuss Creation of A Human Rights Commission – President Crocker advised that Jerry Pittman had reached out to the Council about partnering with the Human Rights Commission. President Crocker will talk with Jerry and move forward.

C. Discuss Business License – Farmer's Market and Festivals Licenses

President Crocker asked for this item to be placed on the next monthly meeting. She will be taking recommendations and input for the review and recommendations for next month.

6. ADJOURN – Councilmember Rudd motioned to adjourn. Councilmember Gore seconded the motion. All were unanimously in favor of the motion. President Crocker adjourned the meeting at 7:20pm.

NASHVILLE TOWN COUNCIL MEETING JANUARY 20, 2022


Clerk-Treasurer Brenda K. Young


Councilmember Jane Gore


Councilmember Anna Hofstetter


Councilmember Tyra Miller


Councilmember David Rudd