

**NASHVILLE TOWN COUNCIL MEETING
THURSDAY, DECEMBER 17, 2020**

Council members present by remote access: President Jane Gore, Vice-President Alisha Gredy, Councilmember Nancy Crocker, Councilmember Anna Hofstetter and Councilmember Dave Rudd. Also in attendance by remote access: Clerk-Treasurer Brenda Young, Municipal Operations Consultant Dax Norton, Town Attorney Jim Roberts, Administration Manager Phyllis Carr, Water/Sewer Operator Robin Willey, Police Chief Ben Seastrom, Deputy Clerk-Treasurer Debbie Ferry and Records Clerk Sandie Jones.

COUNCIL BUSINESS – 6:30 pm

1) OPENING THE MEETING

A. CALL TO ORDER by President Gore at 6:33 pm.

B. ROLL CALL by Clerk-Treasurer Young

C. APPROVAL OF AGENDA

President Gore advised they need to add the Riverfront Renewals, Curry Professional Services agreement, one manual claim, as well as the Clean Community update to the agenda. They will not be addressing the salary ordinances at tonight's meeting.

Councilmember Crocker made a motion to approve the agenda as amended. Vice-President Gredy seconded the motion. All were unanimously in favor.

2) RENEWAL OF EXECUTIVE POWERS

Vice-President Gredy made a motion to renew the Executive Powers of the Town Council President. Councilmember Hofstetter seconded the motion. All were unanimously in favor.

3) APPROVAL OF THE CONSENT AGENDA

A. CONSIDER APPROVAL OF THE MEETING MINUTES –11-14-2020 MEETING, 11-18-2020 MEETING, 11-19-2020 MAIN STREET MEETING, AND 11-19-2020 MEETING, 12-01-2020 MEETING AND 12-03-2020 MEETING

B. CONSIDER APPROVAL OF CLAIMS (ACCOUNTS PAYABLE VOUCHERS)

C. ADOPT 2021 MEETING CALENDARS AND 2021 HOLIDAY SCHEDULE

Councilmember Crocker made a motion to approve the consent agenda. Vice-President Gredy seconded the motion. All were unanimously in favor of approving the consent agenda.

Clerk-Treasurer Young asked for a motion to sign the meeting documents on behalf of the Town Council since this is a virtual meeting. Councilmember Crocker made a motion to allow Clerk-Treasurer Young to sign. Vice-President Gredy seconded the motion. All were unanimously in favor.

4) CLERK-TREASURER REPORT

A. FUND BALANCE REPORT

Clerk-Treasurer Young advised that the Council has received the fund balance report and asked if there were any questions or comments. There were none.

Clerk-Treasurer Young presented a separate claim for seven police laptops from Tech Moore LLC in the amount of \$4,611.04. The funds will come from LOIT and Parking Violations.

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Vice-President Gredy made a motion to approve the claim. Councilmember Crocker seconded the motion. All were unanimously in favor.

B. ANNUAL CERTIFICATION OF NEPOTISM & CONTRACTING POLICIES

Clerk-Treasurer Young advised that each Town Council member must sign the annual certification for Nepotism and Contracting Policies. She asked that they sign the documents and return to her as soon as possible.

C. SET CLOSE OUT MEETING DATE

Clerk-Treasurer Young asked the Council to hold the end of the year close out meeting on December 30, 2020. The Council agreed to meet at 1pm on December 30th.

5) MONTHLY DEPARTMENT REPORTS – POLICE DEPARTMENT, PUBLIC WORKS (STREETS, UTILITIES, MRO), ADMINISTRATION (2021 RESTROOM ATTENDANT CONTRACT & 2021 CUSTODIAN CONTRACT), CONSULTANT (CONTRACT CANCELLATION) AND TOWN ATTORNEY

President Gore noted the department reports have been submitted to the Council for their review.

Police Chief Seastrom advised that he provided the Council with detailed year end reporting numbers. He explained that they had 870 more calls this year than last year due to medical runs and the pandemic. Police Chief Seastrom reported that one officer has tested positive for COVID-19 and three others are awaiting their test results.

Water/Sewer Operator Willey reported that things are going well in his departments. He had one worker test positive for COVID-19 and was hospitalized. The other staff members have all tested negative. Councilmember Crocker asked that the whole Town Council be notified of any staff members testing positive in the future.

Administration Manager Carr presented the 2021 Restroom Attendant Contract. She explained that the Parking and Public Facilities Commission is requesting an 5% increase in this contract due to all the extra work that had to be done due to COVID. She noted that the contracted employee must pay her own taxes and insurance. Discussion of the rate increase.

Vice-President Gredy made a motion to increase the 2021 Restroom Attendant Contract by 4%. Councilmember Hofstetter seconded the motion. All were unanimously in favor.

Administration Manager Carr presented the 2021 Custodian Contract and noted that the current custodian is not requesting an increase in pay. Discussion.

Councilmember Rudd made a motion to renew the custodian contract. Councilmember Crocker seconded the motion. All were unanimously in favor.

Administration Manager Carr advised that she will be on vacation beginning December 19th and will return to the office on January 4, 2021. She noted that she would be available by phone if needed.

MOC Norton reported that he had considered moving on to a different position but has decided to stay with MS Consultants and will continue to work with the Town of Nashville. He is looking forward to working with the Town Council on Strategic Direction planning.

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Town Attorney Roberts advised he is working with the Town's insurance counsel on the lawsuit that arose from the tort claim from the young person who was injured with a piece of public art behind the Salvation Army. The insurance company is working on an answer to the lawsuit.

Town Attorney Roberts reported there is another claim that he has forwarded to the Town's insurance company. He has been informed that the insurance company will represent the Town under reservation of rights if it becomes necessary.

6) UNFINISHED BUSINESS

A. CONSIDER ADOPTION OF ADA SELF-EVALUATION AND TRANSITION PLAN

MOC Norton advised that they received an email from Sara of DLZ asking for feedback from the Bicycle-Pedestrian Committee. She will send them a draft summary of the plan, get their feedback and add those comments to the plan. Sara has already reviewed the new Police Department building and added those comments to the plan. MOC Norton is hoping to have a final draft to the Town Council in January.

B. DISCUSS STORMWATER MASTER PLAN PROGRESS REPORT

MOC Norton advised that DB Engineering is still working with their attorneys on the contract with the Town. They should have the contract soon. He noted they have people on-site in town working on the stormwater master plan.

C. BICYCLE-PEDESTRIAN COMMITTEE REPORT

Councilmember Hofstetter reported that the committee has met three times this year. The items they will be working on are to make a bicycle-pedestrian plan and establishing projects. The committee will start with safety projects such as crosswalks and then work on long-term plans. Discussion. Committee members Cliff Cressy and Erika Rudd advised that they will tackle more of a master plan and will bring before the Town Council immediate safety concerns for pedestrians. Councilmember Hofstetter will bring a report and recommendations to the Council in February.

D. UPDATE ON AIM OPIOID GRANT

Councilmember Hofstetter spoke about the AIM Opioid Grant the Town received last year. The goal of the grant is to promote awareness of help with opioid addiction such as mental health, food and housing. She presented a draft brochure that gave locations for Narcan and opioid resources in our area. Councilmember Hofstetter explained that they plan to hand out this brochure with every controlled substance prescription at our local CVS Pharmacy.

Councilmember Hofstetter advised that they are working with Eagle Manufacturing at the Brown County High School to create the brochures, decals and posters. The students at Eagle Manufacturing came up with the Narcan site logo for the decals that will be placed at Narcan distribution sites. Eagle Manufacturing plans to have all the items completed by the end of January 2021. Councilmember Hofstetter will give another update on the grant to the Town Council in February.

E. CLEAN COMMUNITY CHALLENGE

Councilmember Hofstetter read aloud Resolution 2012-06 Clean Community Mission Statement. She explained that the Town chose six projects to work on and have completed all of them. Now they can choose from 80 new projects within the Clean Community Program. Councilmember Hofstetter explained that the Clean Community Committee is working with a representative from IDEM and should know more specifics about the projects in April. Councilmember Crocker asked to be a part of this group in the future. Councilmember Hofstetter advised she will send out the Clean Community

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power point presentation to the Town Council members for their review.

F. DISCUSS HUMAN RELATIONS COMMISSION

Councilmember Crocker advised they have met a couple times and are exploring their options. The group is focusing on what is the best way to go about this and to treat all people equally and with respect. Councilmember Crocker will bring recommendations to the Town Council in February.

President Gore referred to the large, proposed ordinance that was presented a few months ago. Councilmember Crocker advised that she shouldn't look at that document anymore, it was only presented as a template they could work from.

G. DISCUSS FIRE DEPARTMENT

MOC Norton reported that they have had multiple discussions with multiple groups on how to fund a full-time fire department. He noted without substantial increases in revenue in their government, this will be a tough item to tackle. This is something that they will continue to discuss, and he would like to keep this on the agenda of future Town Council meetings.

H. CALL OUT FOR BOARD AND COMMISSION MEMBERS 2021

President Gore reported that the Councilmembers are still reviewing board and commission applications. They plan on making their appointments at the December 30, 2020 Town Council meeting. She noted they still need more applications and asked Brown County Democrat Editor Clifford that they make another announcement in the newspaper. The Council went through a list of boards and commissions that need applications.

7) NEW BUSINESS

A. RIVERFRONT RENEWALS

President Gore reported that the Nashville Redevelopment Commission has recommended the Riverfront License renewals of the Brown Bike and the Nashville House.

Councilmember Hofstetter made a motion to approve the renewals for the Brown Bike and Nashville House. Vice-President Gredy seconded the motion. All were unanimously in favor.

B. PROFESSIONAL SERVICES AGREEMENT WITH CURRY & ASSOCIATES

President Gore advised that Curry & Associates is the engineering firm that will assist the Town in connecting the sewer from the Brown County State Park. She noted that an email was sent with not to exceed costs. President Gore commented this is a great thing for our community as it may allow for other customers in the area to also hook onto the Town's sewer system.

Town Attorney Roberts advised he has reviewed the contract but has not seen the email regarding the not to exceed costs. He asked if this information would be forwarded to him for review.

Vice-President Gredy made a motion to sign the Professional Services Agreement with Curry & Associates. Councilmember Hofstetter seconded the motion. All were unanimously in favor.

C. RESOLUTION 2020-13 A RESOLUTION OF THE TOWN OF NASHVILLE, INDIANA, APPROVING EXECUTION OF EQUIPMENT LEASE DOCUMENTS (TOWN VEHICLES AND EQUIPMENT)

President Gore reported they had this item on last month's agenda, but it was not ready for adoption until today. Clerk-Treasurer Young explained that MOC Norton worked with Huntington Bank on this

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agreement for \$200,000 for the purpose of acquiring three maintenance and service vehicles with a term not to exceed seven years and a fixed interest rate of 2.4%. MOC Norton advised that Huntington Bank sent out the new lease agreement late today and this is the same lease structure as the police vehicle leases. Discussion. MOC Norton reported the funds for the maintenance and service vehicles will come from the utility budgets. He thought the vehicles should be ready for delivery to the Town soon and they should be able to close on the lease in mid-January.

Town Attorney Roberts has reviewed the lease agreement which is consistent with the terms of the lease agreement they had for the police vehicles. Closing will require him to issue a Letter of Counsel and he has this template. MOC Norton advised the Council must pass the intent to lease resolution, this will give pre-approval to sign all the lease documents.

Councilmember Crocker made a motion to adopt Resolution 2020-13. Councilmember Rudd seconded the motion. All but Councilmember Hofstetter voted in favor of the motion. She advised that she did not have time to review the resolution and therefore abstained. The motion passed.

D. AUTHORIZING THE SUBMITTAL OF A CBDG COVID-19 RESPONSE PROGRAM- PHASE 3 GRANT APPLICATION AND LOCAL MATCH COMMITMENT TO THE INDIANA OFFICE OF COMMUNITY AND RURAL AFFAIRS

President Gore explained approving of this resolution will allow the Town to contact ARa and apply for the Phase 3 Grant. Clerk-Treasurer Young advised the State of Indiana is allowing for Phase 3 Grant funds in the amount of \$250,000. The Town received \$250,000 in Phase 2 grant funds and were able to give all the grant funds out to local businesses affected by the COVID-19 pandemic. Clerk-Treasurer Young explained the cost to the Town for the grant is \$6,250 to be paid to their grant administrator ARa. The grant applications are due in January and the funds will be awarded in April.

Councilmember Rudd made a motion to adopt Resolution 2020-14 authorizing submittal of the grant application. Councilmember Crocker seconded the motion. All were unanimously in favor.

E. AUTHORIZING THE SUBMITTAL OF GRANT APPLICATION FOR WASTEWATER PROJECT ROUND 1 GRANT OPPORTUNITIES

President Gore advised this item is only for an approval to apply for a wastewater project grant opportunity. Clerk-Treasurer Young explained they don't have a resolution for this yet, but she asked for the Council's approval to have ARa look into applying for this grant. MOC Norton reported that the PER and Master Plan have been completed, the Town has a wastewater asset management plan in place and they are ready to apply. The goal would be to mix these funds with USDA funds to do the I & I project and the sludge removal project at the treatment plant. MOC Norton advised this is a \$700,000 grant opportunity.

Councilmember Hofstetter made a motion to pursue the grant. Councilmember Rudd seconded the motion. All were unanimously in favor.

8) ADJOURN

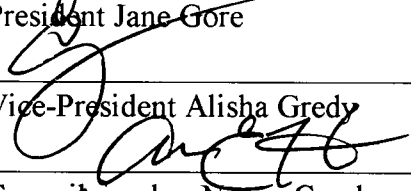
Councilmember Rudd moved to adjourn the meeting. Vice-President Gredy seconded the motion. All were unanimously in favor. President Gore adjourned the meeting at 7:56 pm.

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The audio recording made at the Town Council meeting on 12-17-2020 is retained in the office of the Town Clerk-Treasurer.



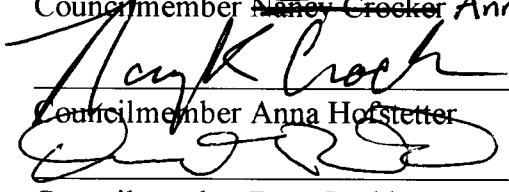
President Jane Gore



Vice-President Alisha Gredy



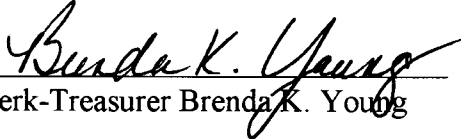
Councilmember Nancy Crocker Anna Hofstetter



Councilmember Anna Hofstetter



Councilmember Dave Rudd



Clerk-Treasurer Brenda K. Young