

**NASHVILLE TOWN COUNCIL MEETING  
THURSDAY, MAY 21, 2020**

**ATTENDANCE BY REMOTE ACCESS:** Council members present – President Jane Gore, Vice-President Alisha Gredy, Councilmember Nancy Crocker, Councilmember Anna Hofstetter, and Councilmember Dave Rudd. Also in attendance: Administration Manager Phyllis Carr, Water/Sewer Operator Robin Willey, Town Attorney Jim Roberts, Police Chief Ben Seastrom, Municipal Operations Consultant Dax Norton and Clerk-Treasurer Brenda Young.

**COUNCIL BUSINESS – 6:30 pm**

**1) OPENING THE MEETING**

**A. CALL TO ORDER** by President Gore at 6:35 pm.

**B. ROLL CALL** by Clerk-Treasurer Young

**C. APPROVAL OF AGENDA**

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

**2) APPROVAL OF THE CONSENT AGENDA**

**A. APPROVAL OF THE MEETING MINUTES – 4-16-2020 EXECUTIVE SESSION MEETING MINUTES AND 4-16-2020, 4-24-2020, 4-29-2020, 5-05-2020 MEETING MINUTES**

**B. RECOMMENDATION OF BIG WOODS BREWING CO. LLC (60 MOLLY’S LANE) TO STATE ALCOHOL & TOBACCO COMMISSION FOR RIVERFRONT DISTRICT LICENSE RENEWAL**

**C. NAEC REQUEST TO USE FUNDS FOR MUSICIANS TO PERFORM AT ART WALKS**

**D. APPROVAL OF CLAIMS (ACCOUNTS PAYABLE VOUCHERS)**

Councilmember Hofstetter made a motion to approve the consent agenda. Councilmember Crocker seconded the motion. All were unanimously in favor.

**3) CLERK-TREASURER REPORT**

Clerk-Treasurer Young asked for a motion allowing her to sign the approved minutes on behalf of the Town Councilmembers by remote access vote. Councilmember Crocker made this motion. Councilmember Rudd seconded the motion. All were unanimously in favor.

**A. FUND BALANCE REPORT**

Clerk-Treasurer Young advised the fund balance report was in the Town Council packets for their review.

**B. MAIN STREET COMMITTEE**

Clerk-Treasurer Young reported that she has been typing up the Town’s Main Street history beginning from the early 1990’s. She has contacted their local OCRA Main Street Representative Jenni Voris to help facilitate a WebEx meeting in the next week or two. Clerk-Treasurer Young invited anyone that is interested to join this meeting where there will be information regarding the Main Street program.

**C. UTILITY LATE FEES**

Clerk-Treasurer Young advised that the Council had previously voted not to charge late fees for water

and sewer bills that were due in March and April. She noted they have not disconnected anyone's water in the months of March and April due to the Governor's orders and now he has extended this to the month of May. Clerk-Treasurer Young asked the Council if they want to charge the 10% late fees to the current bills that are due in May. Discussion.

Councilmember Rudd made a motion to waive the late fees due in May. Vice-President Gredy seconded the motion. All were unanimously in favor. The Council commented that this would be the last month they will be waiving the late fees.

#### **D. SERVER WARRANTY EXTENSION**

Clerk-Treasurer Young advised they have received a quote to extend the warranty on their server for one year in the amount of \$640.53. The warranty will expire on June 30<sup>th</sup> and they are trying to get a two-year extension with a discount. Once she has the updated quote, she will bring it before the Council for their approval.

#### **4) MONTHLY DEPARTMENT REPORTS – POLICE DEPARTMENT, PUBLIC WORKS (STREETS, UTILITIES), ADMINISTRATION, CONSULTANT AND TOWN ATTORNEY**

Municipal Operations Consultant Norton advised he has been working on the re-opening strategy for the municipal buildings. Today he met with one of his colleagues to discuss the flooding issues in the Town and County and it was a very good meeting. They continue to work on the PER for the Sanitary Sewer project and he hopes to have the Sanitary Sewer Master Plan on the agenda when they can all meet face to face again.

Town Attorney Roberts reported that Police Chief Seastrom has five traffic tickets for him to process. Police Chief Seastrom advised the five tickets were for speeding. Town Attorney Roberts commented that he has worked with Administration Manager Carr on a sewer disconnection agreement and with Records Clerk Jones on a busker's contract.

Councilmember Hofstetter asked about the water leaks that Water/Sewer Utility Operator Willey has worked on this month. Water/Sewer Utility Operator Willey explained they had several leaks this month and have narrowed it down to two leaks left. They are also working on repairing a couple of hydrants that had been damaged.

Councilmember Rudd asked about the status of the track hoe purchase. Water/Sewer Utility Operator Willey learned today that the previously reported 0% interest rate is now 4.1% due to an error on the dealer's part. Municipal Operations Consultant Norton advised that the Council should look at a different piece of equipment. Water/Sewer Utility Operator Willey is now looking at a Kubota in Seymour with a five-year lease. Discussion.

President Gore asked that Water/Sewer Utility Operator Willey and Administration Manager Carr continue to do research on obtaining the equipment and they can call a special meeting to approve the deal. Councilmember Crocker asked if they could authorize Water/Sewer Utility Operator Willey and Administration Manager Carr to make a decision. President Gore explained that this is a major purchase, over \$50,000 and according to their ordinance the purchase will need Council approval.

Councilmember Hofstetter asked Water/Sewer Utility Operator Willey if he has maps of the Town with all the water service lines. Water/Sewer Utility Operator Willey advised that they do have maps of the main water lines but not water service lines to each customer.

**A. DISCONNECTION OF SEWER SERVICE – 935 HIGHLAND DRIVE**

Administration Manager Carr advised that David and Brenda Plessinger, owners of the 935 Highland Drive property, were in attendance of the Zoom meeting. They are requesting to stop paying the pump fee for the second lift station on their property that went to the apartment above the garage as the apartment is not in use. Administration Manager Carr read aloud the proposed agreement for disconnection of sewer service. Discussion.

Water/Sewer Utility Operator Willey advised that it should take about a half hour to an hour to pull the panel pump and shut off the valves to the tank. He would also like Town Attorney Roberts to draft an agreement to be signed between the Town and property owners not holding the Town responsible if anything comes out of the lift station. Discussion.

Councilmember Crocker commented that she doesn't want to set a precedent that the Town will do work on customer's property for free. Administration Manager Carr advised the fee during work hours is \$40 and after hours is \$60. The Council agreed that a \$40 fee would be assessed to disconnect the service. The Plessinger's agree to the \$40 fee.

Councilmember Crocker made a motion to do the work for \$40 billed to the Plessinger's and payable to the Town. Vice-President Gredy seconded the motion. All were unanimously in favor. Town Attorney Roberts advised he will redraft the disconnect agreement to include the language Water/Sewer Utility Operator Willey requested. Administration Manager Carr will email the agreement to the Plessinger's for their signatures.

**B. COMMUNITY CROSSINGS AGREEMENT WITH DLZ**

Administration Manager Carr reported that the Council had in their packets the agreement with DLZ to do work on the Community Crossings grant in the amount of \$13,500. In order to submit the application in June she will need the Council's approval of the agreement.

Councilmember Rudd made a motion to approve the agreement with DLZ. Vice-President Gredy seconded the motion. All were unanimously in favor.

**C. BROWN COUNTY HIGH SCHOOL SENIORS PARADE**

Administration Manager Carr advised that she has received a request from the Brown County High School Principal to hold a Seniors Parade. She would like to use the same route as the Spring Blossom Parade and will have to get a permit from INDOT to block the streets. The date of the parade is Friday, June 5, 2020 at 6pm and they do not want to block parking, just the streets. Discussion.

Councilmember Crocker made a motion to approve the parade street closures. Vice-President Gredy seconded the motion. Councilmember Rudd commented that he is concerned about emergency services being able to get through the area during the parade. Police Chief Seastrom advised that the emergency services will be ok. President Gore called for a vote: Vice-President Gredy, Councilmember Crocker and President Gore voted in favor of the motion, Councilmember Rudd voted against the motion and Councilmember Hofstetter abstained. The motion passed.

Councilmember Crocker suggested the Town Council purchase a small banner congratulating the Senior's. She would be willing to pay for the banner and would ask Eagle Manufacturing at the High School to make the banner.

**5) UNFINISHED BUSINESS**

**A. EXECUTIVE ORDERS – EMERGENCY POWERS**

President Gore asked for a motion to renew her emergency powers as they are still dealing with emergency issues. Vice-President Gredy made a motion to renew President Gore's emergency powers. Councilmember Rudd seconded the motion. All but Councilmember Hofstetter voted in favor of the motion, the motion passed. Town Attorney Roberts advised that the Council should continue the declaration of emergency powers until they receive word from the State that the emergency has passed.

**B. UPDATE ON SALE AND PURCHASE OF REAL ESTATE**

President Gore advised both appraisals have been done on the 25 Artist Drive property and have received one back. The inspections have all been done, the seller is repairing the roof at their expense.

As for the sale of the 200 Hawthorne Drive property, the County has had one appraisal done and the second one will be done next week. President Gore believes these appraisals will come back in a favorable manner. She believes they will close on the properties sometime around June 30, 2020. Councilmember Crocker, Councilmember Rudd and Vice-President Gredy thanked President Gore for the good work she is doing on the sale and purchase of the properties.

**C. SANITARY SEWER COLLECTION SYSTEM AND WASTEWATER TREATMENT PLANT IMPROVEMENTS AGREEMENT**

Clerk-Treasurer Young advised that this agreement was signed last month, they are waiting on the signed original from Municipal Operations Consultant Norton.

**6) NEW BUSINESS**

**A. FARMER'S MARKET BUSINESS LICENSE**

Clerk-Treasurer Young asked for a motion from the Council if they are not charging business license fees for the Farmer's Market vendors. She also asked if they could send refunds out to those that had already applied for this year's Farmer's Market business licenses. President Gore commented that the Farmer's Market vendors are only open one day a week and they feel like the market is a special case. She suggested they look at another way to put something permanent into place for next year.

Vice-President Gredy made a motion to refund the business license fees for the Farmer's Market this year. Councilmember Crocker seconded the motion. All but Councilmember Rudd voted in favor of the motion, the motion passed.

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

Councilmember Crocker updated the Council on the hand sanitizer stations, she met with some members of the Nashville Arts and Entertainment Commission and they will send out a call to artists to create ten stations. She has asked for the Chamber's input as to the location of the stations.

**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 7:38 pm.

*The audio recording made at the Town Council meeting on 5-21-2020 is retained in the office of the Town Clerk-Treasurer.*

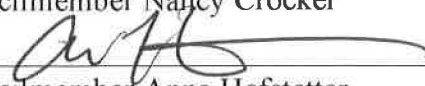
  
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President Jane Gore

TOWN COUNCIL MEETING MAY 21, 2020

  
Clerk-Treasurer Brenda K. Young

  
Vice-President Alisha Gredy

  
Councilmember Nancy Crocker

  
Councilmember Anna Hofstetter

  
Councilmember Dave Rudd