

**NASHVILLE TOWN COUNCIL MEETING
THURSDAY, JUNE 20, 2019**

ATTENDANCE: Council members present – President Jane Gore, Councilmember Nancy Crocker, Councilmember Anna Hofstetter and Councilmember Dave Rudd. Council member not present – Vice-President Alisha Gredy. Also in attendance – Utility Manager Sean Cassiday, Administration Manager Phyllis Carr, Town Attorney Jim Roberts, Municipal 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) APPROVAL OF AGENDA

President Gore asked if there were any changes to the agenda. Administration Manager Carr asked to add the speed limit request for Pine Tree Hills under written correspondence. Clerk-Treasurer Young advised the meeting minutes of June 14, 2019 were not available for adoption at this time.

Councilmember Crocker moved to approve the agenda as amended. Councilmember Rudd seconded the motion. All were unanimously in favor.

4) ROLL CALL by Clerk-Treasurer Young.

5) APPROVAL OF THE MINUTES – 5-16-19 MEETING

Councilmember Rudd made a motion to approve the minutes of the 5-16-19 meeting as presented. Councilmember Crocker seconded the motion. All were unanimously in favor.

6) ACCOUNTS PAYABLE VOUCHERS

Councilmember Crocker made a motion to approve the June 2019 accounts payable voucher register. Councilmember Rudd seconded the motion. All were unanimously in favor.

7) COMMUNICATIONS

A. WRITTEN

• ACCESS BROWN COUNTY PROCLAMATION – BOB KIRLIN

Bob Kirlin advised that every year they hold an Access Brown County day to raise funds for the program. Last year they raised \$5,000 and received matching dollars from INDOT. He asked the Council to adopt the Access Brown County proclamation to help them raise funds again this year. Mr. Kirlin explained that the Access Brown County program provides transportation for County residents. The program is funded through private donations, Thrive Alliance, government entities and INDOT.

Councilmember Crocker made a motion to proclaim July 14, 2019 as Brown County Access Day in Nashville, Indiana. She then read aloud the Brown County Access Proclamation in its entirety. Councilmember Hofstetter seconded motion. All were unanimously in favor.

• BROWN COUNTY PLAYHOUSE FUNDING REQUEST – BOB KIRLIN

Bob Kirlin advised he is asking for funding from the Town and reported that last year the Town gave

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the Playhouse \$2,000. The Playhouse Board believes the Playhouse is a very important part of the village of Nashville. Mr. Kirlin explained from an economic point of view the Playhouse brings into Brown County over \$900,000 each year by way of lodging, retail and restaurants. He asked that the Town Council pledge another \$2,000 for the Playhouse again this year.

President Gore reported that the Council will take this funding request under advisement and get back with Mr. Kirlin at their next meeting.

• **PINE TREE HILLS SPEED LIMIT REQUEST – MARK WILLIAMS**

Mark Williams, President of the Pine Tree Hills Homeowners Association, addressed the Council and explained they are requesting a speed limit be designated and posted in Pine Tree Hills. Discussion.

Town Attorney Roberts will work on the ordinance to set the speed limit. He advised they will also need to publish the ordinance once adopted before it can be enforced.

B. AUDIENCE

• **SALVATION ARMY – OUTREACH MINISTRY – JULY 19, 2019**

Pastor Ken Alip of the Salvation Army addressed the Council and explained they would like to request a right-of-way request in front of their church to accommodate more people for this event. This year's event they will be handing out food, clothing, household items and backpacks. The event will start with a live worship service from 5:30-6pm and the items will be handed out from 6-8pm. They are asking for the street to be blocked to put a tent and chairs for the event.

Administration Manager Carr advised they would need to block the parking spaces the night before the event and then block Jefferson Street from Washington Street to Pittman House Lane when they are ready to set up the tent. The church requested to have the street block beginning at noon. Discussion.

Councilmember Rudd made a motion to approve the right-of-way permit. Councilmember Hofstetter seconded the motion. All were unanimously in favor.

Administration Manager Carr reported that the Salvation Army had also asked if they could hand out water by the leaf sculpture at the corner of W. Main and Van Buren. She allowed for this if they are not within the Town's right-of-way and asked the property owners permission to be there.

• **BROWN COUNTY HUMANE SOCIETY – CHOCOLATE WALK – NOVEMBER 9, 2019**

Jane Weatherford, Brown County Humane Society Board Member, requested that the Town block off West Main Street from Van Buren Street to Jefferson Street on November 9, 2019 for the Chocolate Walk. They want to bring in food trucks to this blocked area as well as some music and set up the Humane Society merchandise tent. Ms. Weatherford explained the feedback from the last several walks has been that people cannot grab a quick lunch as all the restaurants are full.

Councilmember Hofstetter asked where they are getting the food trucks from. Ms. Weatherford explained they have not secured the food trucks yet, but they are hoping to have 2-3 trucks.

Administration Manager Carr asked if they would be applying for a State Permit to block off the turn lane on Van Buren Street. Ms. Weatherford advised they would be applying for this permit if the Town Council agreed to block this street.

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Councilmember Hofstetter asked how the businesses in the blocked area would be affected. Ms. Weatherford explained they tried to do food trucks in another area of town last year. One restaurant advised that this is the busiest day of the year for them and they wouldn't care about food trucks being in the area.

President Gore advised that the Town's ordinances don't allow them to block the street for a for-profit venture. Clerk-Treasurer Young explained that traditionally the Town Council has not allowed for-profits to sell on the public right-of-way. Andrew Tilton offered the Foxfire parking lot for the food trucks. Ms. Weatherford commented that she appreciated the offer, but they want to have the trucks more centrally located. Discussion.

Councilmember Hofstetter suggested the Council look at allowing for-profit food trucks on the town streets certain times of the year and asked that they talk more about this at the July 18, 2019 Town Council meeting. Discussion. Councilmember Crocker suggested they ask some non-profit entities in Brown County to partner with them for this event. Ms. Weatherford will look into this suggestion and come back to the Council next month to follow-up on her request.

BOARDS AND COMMISSIONS REPORTS

1) BROWN COUNTY VOLUNTEER FIRE DEPARTMENT REPORT

Brown County Volunteer Fire Department Chief Nick Kelp reported they were just delivered a special washing machine to wash their fire gear to reduce cancer risks.

BCVFD Chief Kelp advised the department is dealing with a lot of burn out issues and struggling with recruiting volunteers. They would like to pursue a Fire Territory to help with this issue and the County Commissioners would have to remove Washington Township from the county wide Fire District. This would create a new taxing entity to fund the Fire Department and hire full-time staff. Discussion.

2) REDEVELOPMENT COMMISSION REPORT

A. REGIONAL STELLAR COMMUNITIES PROGRAM PRESENTATION – ED CURTIN

Redevelopment Commission Consultant Ed Curtin reported that the OCRA Stellar Communities program has changed from the last couple of years. He gave a video presentation on the program and explained this is now a regional program which means that two or more entities or communities can partner together to submit a letter of interest to be a part of this program. There will be one designated Regional Stellar Community awarded this year. Those not designated but have applied for the program will be awarded around \$300,000 in matching funds.

RDC Consultant Curtin advised that he began working with Stellar Programs in 2013 and since then he has worked with eight different communities, seven of those went to the finals and five were designated as Stellar Communities.

RDC Consultant Curtin reported that he is aware of what happened the last time this community applied for the Stellar Program. He suggested to the Nashville Redevelopment Commission that they invite the community to some open houses to get feedback as to if they should apply for this program, and if so, what projects should they consider. RDC Consultant Curtin noted that there is a financial match to this program. Discussion.

Municipal Consultant Norton reported if people wanted to see a very good plan, look at last year's winner Hancock County, it is incredibly good. It shows the collaboration between Fortville, Greenfield and Hancock County. RDC Consultant Curtin advised this is the plan that he put together.

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President Gore thanked RDC Consultant Curtin for his presentation.

B. RIVERFRONT LICENSE RENEWAL – ROBINWOOD INN CORP. DBA BIRD'S NEST CAFÉ

President Gore advised that the Redevelopment Commission reviewed the renewal Riverfront License application for the Robinwood Inn Corporation DBA Bird's Nest Café. The Redevelopment Commission is recommending to the Town Council that this application be renewed.

Councilmember Rudd made a motion to renew the license. Councilmember Hofstetter seconded the motion. President Gore, Councilmember Hofstetter and Councilmember Rudd voted in favor of the motion; Councilmember Crocker was out of the room. The motion passed.

C. HAWTHORNE HILLS COMPLIANCE WITH STATEMENT OF BENEFITS - REAL ESTATE IMPROVEMENTS

RDC Consultant Curtin advised that this annual statement needs the Council's review that Hawthorne Hills is in compliance. He advised that they are in compliance.

Councilmember Rudd made a motion to sign the statement of compliance. Councilmember Crocker seconded the motion. All were unanimously in favor of the motion.

Clerk-Treasurer Young announced that the Redevelopment Commission turned in their determination of excess assessed net value to the Town Council and Clerk-Treasurer's office.

D. APPOINTMENT TO REDEVELOPMENT COMMISSION – PRESIDENT GORE

President Gore reported that she has an appointment to make on the Redevelopment Commission as her previous appointment moved out of the Town limits. She announced her new appointment is Tyra Miller.

3) ARTS AND ENTERTAINMENT COMMISSION REPORT

Nashville Arts and Entertainment Commission President Michele Wedel reported that the Commission has pursued three grants and were approved for two. They received a \$5,000 Cultural District Grant from the IAC and will use these funds for a public art installation in the Coachlight Square area. The purpose of the art installation is to make the artwork interactive.

NAEC President Wedel reported the Commission also received \$4,000 for the Region 8 Project Grant to bring in artists to do interactive sessions with participants. Two sessions have been scheduled and will be held the day after the fourth Friday Art Walks to add to the weekends.

NAEC President Wedel spoke about Chuck Wills and the work he has done with the popular Story Slams that have been held this last few months. Funds were not required from the NAEC for these events. She advised the Performing Arts Committee is working on the Pavilion Music Series again this year. They have allocated funds for four concerts and looking for additional funds for two more concerts.

NAEC President Wedel asked the Council's permission to use the following funds: Pavilion Music Series \$533 from the 275 Professional Services fund, Crosswalk Painting (in the Village Green area) \$2,000 from the General Arts and Entertainment fund and \$2,000 from the 275 Other Supplies fund and \$690 from the 275 Professional Services fund.

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

Councilmember Crocker noted the bumper stickers that were on the tables were made by the Arts and Entertainment Commission to promote art, music and adventure in Brown County. NAEC President Wedel explained that this is part of their outreach efforts to music festival and biking events.

4) DEVELOPMENT REVIEW COMMISSION

A. DRC GUIDELINES UPDATE

DRC President Penny Scroggins advised the Commission has been updating their guidelines and have worked on new construction, roofs, masonry, paint, and walls. Next they plan to work on additions and alternative energy. Once the updates have been completed, they will present the final recommended guidelines to the Town Council for their approval.

DRC President Scroggins handed out the current description of a sign and explained this definition includes: open, closed, hours, payment accepted, etc. They are recommending that the sign ordinance be changed to read that a sign is defined as containing a business name or logo.

Councilmember Crocker made a motion to change the sign definition as recommended. Councilmember Hofstetter seconded the motion. Town Attorney Roberts advised they will have to amend the sign ordinance to make this change. Discussion. The Council agreed to have Town Attorney Roberts amend the ordinance.

DRC President Scroggins advised in 2015 the DRC drew up temporary structures guidelines. They were approved and adopted as guidelines in December of 2015. She wants to know why these are not included in the DRC packets and not made public. Discussion. The Council asked that the temporary structures be added to their packets and put on the Town's website.

B. INDIANA LANDMARKS CONTRACT RENEWAL

President Gore advised the Council had before them the Indiana Landmarks contract renewal. She noted it is the same contract as the last several years.

Councilmember Rudd made a motion to renew the contract with Indiana Landmarks. Councilmember Hofstetter seconded the motion. All were unanimously in favor of the motion.

C. OPEN SEAT ON THE DEVELOPMENT REVIEW COMMISSION

DRC President Scroggins announced that the CVB has an open seat on the DRC. They asked if the appointment needed to be a CVB board member. The Council advised it does not need to be a board member.

5) TOWN PARK COMMISSION REPORT

Councilmember Hofstetter announced that they met today and decided that the old log cabin on the property is mostly salvageable. Utility Manager Cassiday advised they can repurpose the cabin and use it as a shelter house on the property.

Councilmember Hofstetter reported they have raised the funds to make the recycled benches. They are still collecting bottle caps to create the benches and have enough to make one and half benches. She asked that people continue to collect caps and bring them to the recycling center or Town Hall.

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Councilmember Hofstetter advised they will be having a town park naming contest. Administration Manager Carr explained that Town Park Member Voland is putting the naming contest together and will make it available to all that are interested.

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

Councilmember Crocker announced the Brown County Music Center ribbon cutting will be held on August 15, 2019 from 4:30-7pm with the Governor in attendance. She asked that all the Town Council members be in attendance for the ribbon cutting. Councilmember Crocker asked if they would like to change the Town Council meeting date or time for August since the ribbon cutting would be in conflict with the meeting. Council agreed to talk about this at next month's meeting.

NEW BUSINESS

1) YARD ORDINANCE TO INCLUDE HEIGHT OF GRASS

Town Attorney Roberts advised that he received the Indianapolis ordinance concerning the care and maintenance of real property. He has incorporated their standards to the Town's ordinance with reasons why it should be adopted. Town Attorney Roberts would like the Council to review the amended ordinance and discuss it at a future Town Council meeting. He noted some of these standards might not fit with Nashville but wants the feedback from the Council. Discussion. Town Attorney Roberts would like copies available for the public to view as well.

2) SALE OF POLICE DEPARTMENT BUILDING

President Gore reported that the Town Council held a meeting on Friday, and the Council authorized her to ask for a 60-day extension on the purchase of the First Merchant's Bank building. She emailed the extension request and they have not decided if they will grant the extension or not. President Gore advised that on Monday, she will call to get an answer yes or no.

President Gore explained that the sale of the Police Department building fell through and the purchase of the bank building is contingent on selling of the police building. She advised the average of the two appraisals on the police building is \$417,500 and is for sale. Police Chief Seastrom asked that he be contacted if the building is to be shown. President Gore noted if they don't get the extension of the purchase of the bank building the police building will not be for sale.

3) ANY OTHER NEW BUSINESS TO COME BEFORE THE COUNCIL

Nothing presented.

RECESS A recess was called from 8:47pm-8:52pm

REPORTS

1) MS CONSULTANTS

Dax Norton commented that he has received the budget information and is working on those items that the Town Council deems important. He will try to help the Council to be as proactive as possible. Mr. Norton advised he walked to McDonald's from Town Hall this afternoon, by walking through the high school parking lot. He has some ideas on how to fund a safe walkway through grants.

Mr. Norton reported that he will communicate on an almost daily basis with the Council or staff. One of the mantra's he will use is Act Learn Build and Repeat or Response. Councilmember Hofstetter commented that so far, she is optimistic about their partnership. Clerk-Treasurer Young noted that Town Attorney Roberts reviewed the Town's contract with MS Consultants, and it is ready for

Council's signature. President Gore signed the contract.

2) CLERK-TREASURER – BRENDA YOUNG

A. USDA WATER AND SEWER REPORTS

Clerk-Treasurer Young advised the Council had before them the Water and Sewer Budget reports as categorized by Rural Development. She asked for a motion from the Council to submit these reports to Rural Development. Councilmember Rudd made a motion to submit the reports. President Gore seconded the motion. All were unanimously in favor.

B. TOWN ELECTION BOARD RESOLUTION

Clerk-Treasurer Young presented Resolution 2019-03 that allows the Town to conduct their own election. This will also create a Town Election board. She explained that the cost to run the Municipal election would be the same if the Town or the County ran the election as the Town would pay all expenses in either case. Discussion.

Councilmember Rudd made a motion to adopt Resolution 2019-03 by title only. Councilmember Hofstetter seconded the motion. All were unanimously in favor. Clerk-Treasurer Young advised that she will file this resolution with the County Clerk and contact each Party Chair to appoint someone to the Town Election Board.

C. COUNCIL INQUIRIES

Clerk-Treasurer Young reported that she attended the State Board of Accounts School last week and she will be sending out information on the new legislation. She noted they focused on fixed assets and they will have to add depreciation on the assets. They must also have an inventory on items that are below \$5,000.

Clerk-Treasurer Young advised that the Lions Club delivered a request for people to contribute funds to the July 4th fireworks. The cost to put on the firework event is more than \$8,500 and they are asking for donations to help support the event.

3) UTILITY MANAGER – SEAN CASSIDAY

A. SPEED BUMPS

Utility Manager Cassiday advised that the speed bumps they plan to install on Jefferson Street can be driven around if they are put only on the downhill side of the street. The Council and Police Chief Seastrom asked that the speed bumps be put across both sides of the street.

B. TOWN CLOCK

Utility Manager Cassiday reported that the Town clock is working once again. He gave the credit to Roger Kelso for fixing the clock. Utility Manager Cassiday advised that Mr. Kelso would like to change the motors to radio motors that would allow them to adjust to keep better time.

C. PAVING AND STRIPING UPDATE

Utility Manager Cassiday announced that the County has agreed to do the ditching along Old State Road 46 next week. Once that work is done, Milestone has agreed to do the paving mid-July.

Utility Manager Cassiday advised they have all the curbs painted, parking spaces and stop bars painted. They are waiting to do the crosswalks until they were ready for the Arts and Entertainment crosswalks to be painted.

D. EVERBRIDGE NOTIFICATION SYSTEM

Utility Manager Cassiday advised that the County is currently using the Nixel notification system to inform residents of emergency. They are now switching to the Everbridge system and the County is asking the Town to contribute \$750 to help purchase an upgrade to the \$20,000 system. Utility Manager Cassiday explained that the Everbridge system can make phone calls to our customers if there is a boil water order or other emergencies. He noted that our customers will have to agree to sign up for this notification system.

Councilmember Rudd made a motion to buy into the Everbridge system. Utility Manager Cassiday advised that BC EMA Director Susan Armstrong will work with the Town to set up the program. Brown County Democrat Editor Sarah Clifford asked that the paper be notified of all boil orders so they can inform residents. Councilmember Hofstetter seconded the motion. All were unanimously in favor.

4) ADMINISTRATION MANAGER – PHYLLIS CARR

A. BID OPENING – REPLACING BUSHES AT WASHINGTON STREET PARKING LOT

Administration Manager Carr reported that the Parking and Public Facilities Commission has decided to go with Baker Lawn Service to plant new shrubs and bushes where the burning bushes are being removed. Administration Manager Carr noted that the Town will be doing the removal of the bushes.

B. CONSUMER CONFIDENCE REPORT

Administration Manager Carr announced that the Consumer Confidence Water Report has been completed and distributed as required.

C. CUSTODIAN POSITION – CONTRACTOR OR EMPLOYEE

Administration Manager Carr reported they have been trying to hire a custodian for the Town Hall building. They have only received one application, but that person is asking that this be a contract position rather than an employee. Discussion.

Councilmember Rudd and President Gore commented that they are good with a contractor. Clerk-Treasurer Young noted they would have to have a contract written and approved by the Town Attorney. Councilmember Hofstetter is hesitant to have another contracted employee. Discussion. Administration Manager Carr is to contact the County and see what cleaning services they use and what they are paying.

5) TOWN ATTORNEY – JIM ROBERTS

A. TRAFFIC VIOLATIONS ORDINANCE

Town Attorney Roberts advised that he is at the point of preparing a pre-trial diversion schedule and an ordinance setting out the way the pre-trial diversion revenue can be applied. Police Chief Seastrom said this was done last year and the funds were to go into training and equipment. Town Attorney Roberts will review his files for this information. He noted that Clerk-Treasurer Young has more information from the State Board of Accounts concerning this topic and he will make sure that information applies.

6) POLICE CHIEF – BEN SEASTROM

A. COUNCIL INQUIRIES

Police Chief Seastrom announced that next Friday night they will have the Nashville Night Out at the Village Green. They will have food, music and games for children and adults. Councilmember Crocker added that this is the same night as the Art Walk.

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Police Chief Seastrom reported that he will be at the Academy next week as an instructor but will be available by phone if needed.

7) ANY OTHER BUSINESS THAT MAY COME BEFORE THE COUNCIL

Nothing further presented.

8) ADJOURNMENT

Councilmember Rudd made a motion to adjourn the meeting. Councilmember Crocker seconded the motion. President Gore adjourned the meeting at 9:44pm.

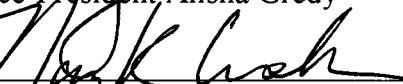
The audio recording made at the Town Council meeting on 6-20-19 is retained in the office of the Town Clerk-Treasurer.



President Jane Gore



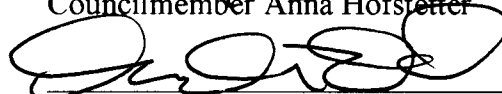
Vice-President Alisha Gredy



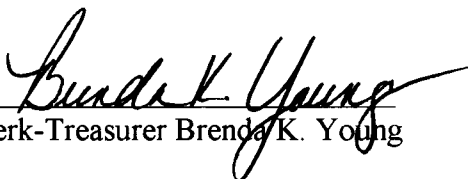
Councilmember Nancy Crocker



Councilmember Anna Hofstetter



Councilmember Dave Rudd



Clerk-Treasurer Brenda K. Young