

NASHVILLE TOWN COUNCIL MEETING THURSDAY, JULY 19, 2018

ATTENDANCE: Council members present – President Charles B. King, Vice-President Jane Gore, Councilmember Alisha Gredy, Councilmember Arthur Omberg and Councilmember Dave Rudd. Also in attendance – Town Manager Scott Rudd, Utility Manager Sean Cassiday, Administration Manager Phyllis Carr, Town Attorney Jim Roberts, Clerk-Treasurer Brenda Young and Deputy Clerk-Treasurer Debbie Ferry.

COUNCIL BUSINESS – 6:30pm

1) CALL TO ORDER by Councilmember King at 6:30pm.

2) PLEDGE OF ALLEGIANCE

President King asked all in attendance to rise and recite the Pledge of Allegiance. After the pledge, President King reported that local business man and county resident Andy Rogers passed away this morning. He asked that they all remember him in their thoughts and prayers.

3) ROLL CALL by Clerk-Treasurer Young.

4) APPROVAL OF THE AGENDA

Councilmember Omberg made a motion to approve the agenda. Councilmember Gredy seconded the motion. All were unanimously in favor.

5) NOTES TO NOTE

President King announced that he has seen a sudden uptick in people running stop signs. He reminded everyone to come to a complete stop at all stop signs.

6) APPROVAL OF THE MINUTES – 6-21-18 MEETING AND 7-05-18 EXECUTIVE SESSION AND MEETING

Councilmember Omberg made a motion to approve the minutes of the 6-21-18 meeting and the 7-05-18 Executive Session and meeting as presented. Councilmember Rudd seconded the motion. All were unanimously in favor.

7) ACCOUNTS PAYABLE VOUCHERS

Councilmember Omberg made a motion to approve the accounts payable voucher registers for the period of 6-15-18 to 6-30-18 and for the period of 7-01-18 to 7-12-18. Councilmember Gredy seconded the motion. Vice-President Gore advised that she reviewed the claims this month. All were unanimously in favor.

Councilmember Omberg announced the following invoices for the water CIP project: Beam Longest and Neff in the amount of \$22,786.46, Reed and Sons Construction, Inc. in the amount of \$86,004.92, Utility Supply Company, Inc. in the amount of \$147.20, and Utility Supply Company, Inc. in the amount of \$272.70. Councilmember Omberg made a motion to pay the four invoices pending receipt of funds. Councilmember Rudd seconded the motion. All were unanimously in favor.

8) COMMUNICATIONS

A. WRITTEN

None submitted.

B. AUDIENCE

None presented.

BOARDS AND COMMISSIONS REPORTS

1) BROWN COUNTY VOLUNTEER FIRE DEPARTMENT REPORT

President King thanked the Fire Department for putting out the fire at the CVB building the other day. They all very much appreciate their quick work. Brown County Volunteer Fire Department Chief Nick Kelp reported that they were very lucky to save the building as they were notified of the fire by an off duty police officer. They also happened to have two volunteers at the fire station when the call came in.

BCVFD Chief Kelp advised they have basic training going on for a couple of their members so they can get certified to the State minimums. He brought to the Council's attention a list of fire hydrants that need attention especially the ones on State Road 46 W at the bottom of Schooner Hill as well as the fire hydrant at Ski World. Administration Manager Carr reported that she has a worker doing hydrant inspections and she will have him check these out. Councilmember Omberg asked that a work order be written to do the inspections of these hydrants.

BCVFD Chief Kelp reported that he has talked to Utility Manager Cassiday about the NFDA standards to color code the hydrants according to how much water they flow. He would be interested in working with the Town on this project as it will help in firefighting, especially when they have other departments helping out. President King asked that BCVFD Chief Kelp remind his new members about shutting the hydrants down slowly to prevent hammering of the lines.

BCVFD Chief Kelp reported they held a dedication service for the new rescue truck on July 4, 2018. They also held a hog roast fundraiser during the event and raised about \$1,000 for the department.

2) TREE BOARD REPORT

Administration Manager Carr advised they met today but did not have a quorum so they will have to reschedule.

3) PARKING AND PUBLIC FACILITIES COMMISSION REPORT

Parking and Public Facilities Commission President Lamond Martin reported that the Commission has ordered new maps to be installed in the map stands. They will move the map stand from Washington Street to Pittman House Lane along the pedestrian walkway into town. They would like to change Pittman House Lane traffic by restricting motorized traffic on this lane.

PPFC President Martin asked about the traffic pattern for Old Hickory Lane. Utility Manger Cassiday explained that at last month's meeting the Council adopted an ordinance to make Old Hickory Lane a one way street from Jefferson Street to Johnson Street a westbound road. PPFC President Martin suggested they address the other alleys in Town and to alternate making them one way. Discussion. Councilmember Omberg and Utility Manager Cassiday will meet to discuss the alleys.

PPFC President Martin announced that he will be leaving the county and the state in January 2019. He would like the Council to start considering who will be his replacement on the PPF Commission and the Board of Zoning Appeals.

PPFC President Martin advised he has some conflict of the hats he wears for the Town. He thinks he can work this out, as he and Town Manager Rudd talked about this today. PPFC President Martin

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suggested that the service contract that he has for building and maintenance be revoked and instead negotiate the janitorial & building maintenance duties to an appropriate wage for work done.

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

Nothing further presented.

NEW BUSINESS

1) ORDINANCE 2018-07 AN ORDINANCE TO AMEND THE TOWN ZONING CODE TO PERMIT HOME OCCUPATIONS IN BUSINESS DISTRICTS

Town Attorney Roberts advised he brought this request before the Area Plan Commission and received their certification of approval to make this amendment. Resident Frank Rogoyski brought the zoning conflict before the Council a few months ago which started the amendment process. The amendment only requires a special exception for home occupied businesses in residential areas. Town Attorney Roberts recommended that the Council pass Ordinance 2018-07 as presented. Discussion of exceptions for artists' studios and other types of home occupations. Town Attorney Roberts advised the definition of Home Occupation is 25-30 years old and things have changed since then and suggested they revisit this definition.

Councilmember Omberg made a motion to have the first reading of Ordinance 2018-07 by title only. Councilmember Gredy seconded the motion. All were unanimously in favor. Councilmember Omberg read aloud Ordinance 2018-07 by title only.

Councilmember Rudd made a motion to suspend the rules and have the second reading of Ordinance 2018-07 by title only. Councilmember Omberg seconded the motion. All were unanimously in favor. Councilmember Omberg read aloud Ordinance 2018-07 by title only.

Vice-President Gore made a motion to adopt Ordinance 2018-07 by title only. Councilmember Rudd seconded the motion. All were unanimously in favor.

2) ANY OTHER NEW BUSINESS THAT MAY COME BEFORE THE COUNCIL

Nothing further presented.

REPORTS

1) CLERK-TREASURER – BRENDA YOUNG

A. FISCAL COMMITTEE

Clerk-Treasurer Young advised the Council created a Fiscal Committee in 2016 and adopted the minimum standard of internal controls as the State suggested. At this time, the State wants the Fiscal Committee to create procedures for each position in the Town. She will contact members of the Committee to set a date to meet to create the procedures and policies. Those that are currently on the Committee are Vice-President Gore, Town Manager Rudd, Police Chief Seastrom, Town Attorney Roberts and Clerk-Treasurer Young.

B. 2019 BUDGET CALENDAR

Clerk-Treasurer Young presented to the Council and Town Administration the AIM Budget Bulletin for 2018. She advised that she and Town Manager Rudd met with the DLGF today and were told the Town's maximum levy for 2019 will be the same as it was last year. Discussion.

Clerk-Treasurer Young suggested they hold the public hearing for the budget on September 20, 2018 at 6:30pm during the regular council meeting and on October 11, 2018 at 6:30pm they have a meeting to

adopt the budget. With those dates in mind, she asked when the Council would like to hold their budget work sessions. The Council decided to hold the budget work sessions on August, 9th and 23rd at 5pm.

C. BOYCE SYSTEMS SOFTWARE – KEYSTONE

Clerk-Treasurer Young reported that she had two Council members sit in on a day long demonstration for new software programs for utility billing, accounting, financials and payroll. She explained that the current software the Clerk-Treasurer's office has been in place since 1999 and no longer able to keep up with the new requirements of the State Board of Accounts for on-line auditing. The new software will streamline all phases of billing, accounting and payroll as well as creating a historical database of the town's financials. Clerk-Treasurer Young detailed all the things that the software can do and advised the cost of the new software including conversion of records and training is \$26,882.50.

Councilmember Rudd made a motion to approve \$26,882.50 for the software. Councilmember Omberg commented that they need to figure out where the money will come from and noted that over 80% of this program deals with water and sewer. President King added to the motion that the purchase is contingent upon when the funds are available. Councilmember Omberg seconded the motion.

Clerk-Treasurer Young advised there is a separate charge to have the bills mailed out by the company and the cost of the mailing program is \$1,175.00. Councilmember Rudd amended his motion to include the \$1,175.00 for the mailing program. Councilmember Omberg noted that the cost of mailing will be approximately sixty cents per customer and it is now approximately fifty cents per customer. Vice-President Gore seconded the amended motion. All were unanimously in favor.

2) TOWN MANAGER/ECONOMIC DEVELOPMENT DIRECTOR – SCOTT RUDD

A. 2019 BUDGET AND 5 YEAR CAPITAL PLAN

Town Manager Rudd asked that those Councilmembers that are interested in participating in the budget process to let them know and they can schedule budget work sessions if they have more than three Councilmembers, if not they can also meet that way.

Town Manager Rudd advised they need to update their five year plan, and once they do that Umbaugh will help them to get their cash flow projected out five years and see where their budgets fall based on what they think we need to do. He reported that this work is underway.

B. INDOT BRIDGE & PAVING UPDATE

Town Manager Rudd reported that INDOT sent out a press release today concerning the paving on State Road 46 paving project between Nashville and Columbus. INDOT is currently working on the west side of Columbus at this time and next Thursday crews will start placing the asphalt surface on the west bound lanes of SR 46. Town Manager Rudd read that the traffic count from Columbus to Nashville is 9,000 per day. He read that once the construction gets to State Road 135, they will switch to the other lane in the repaving project.

C. CALVIN HOUSE UPDATE

Town Manager Rudd reported the house has been moved to a temporary location until the foundation is built between the Barn Treasures house at 173 E. Main Street.

D. BROWN COUNTY REGIONAL SEWER DISTRICT

Town Manager Rudd reported that the Brown Regional Sewer District met last week to finalize and approve the agreement with the Town and officially vacated the area. On Friday, the BRSD met with IDEM to officially vacate as the agreement states.

E. WASHINGTON STREET PARK UPDATE

Town Manager Rudd advised that he, Vice-President Gore and Councilmember Gredy met yesterday and they are slowing things up a little bit and now asking for public comment on the park. They would like the public to give ideas on what they should do with the Washington Street Park. Vice-President Gore advised that Brown County Democrat Editor Sara Clifford will be writing an article for the newspaper talking about the type of public input they are looking for including naming the park. Discussion. Town Manager Rudd asked that public input be sent to Councilmember Gredy as she is chairing this committee or drop off ideas at Town Hall.

F. MISCELLANEOUS UPDATES

Town Manager Rudd reported that they had the groundbreaking ceremony for the Maple Leaf last week, Big Woods Hard Truth Hills restaurant has been having soft openings this week and will open next week, fiber optic internet is rolling out for Jackson and SCI all across the county. Town Manager Rudd commented that this is pretty incredible progress as these three are the largest ever economic development projects in their history all at the same time, with over 40 million dollars of investment happening right now.

Town Manager Rudd announced that the Brown County State Park covered bridge will be renovated and he is not sure how this may or may not affect traffic.

Town Manager Rudd advised that the Town does have funds in their Revolving Loan Fund that they would like to distribute this year and encouraged anyone that is interested in investing in equipment, inventory for their business, or anything that sustains or creates a job should contact him for more information. He noted they will have one request coming soon for this loan fund. Town Manager Rudd explained this loan fund is for businesses that are not typically eligible for a traditional bank loan. The loans are available up to \$20,000 with a low interest or collateralize loans with a three to seven year time frame. He explained that a local loan committee meets to discuss the loan applications and have provided one loan to date.

3) UTILITY MANAGER – SEAN CASSIDAY

A. WATER CIP UPDATE

Utility Manager Cassiday reported that Schooner Station has been taken down, the concrete has been poured and the new station is to be set next week. The contractor is still finishing up with a few meter pits and things they have to change out.

Utility Manager Cassiday advised the tank and the station by Al's Garage is down and has been removed. They continue to work out the details of the paving of Freeman Ridge.

B. PAVING UPDATE

Utility Manager Cassiday advised he has talked with the AT&T engineer about the work to be done on Hawthorne Street. Rather than moving cables, AT&T will create a drivable unit and will coordinate with the paving company. Utility Manager Cassiday will meet with the paving company next Friday to lay out the boundaries and make plans. Councilmember Omberg asked if this road will be expanded to three lanes. Utility Manager Cassiday reported they have funding to make it three lanes this year.

C. 2019 COMMUNITY CROSSINGS GRANT APPLICATION

Utility Manager Cassiday reported that he has talked with Charlie Day from DLZ and they will get together to write the grant application that is due September 28, 2018.

D. COUNCIL INQUIRIES

Utility Manager Cassiday reported on Sunday a video shoot for Reverend Peyton's Big Damn Band was filmed along Jefferson Street. He said the event was so much fun and Reverend Peyton was very excited about the event. They also shot part of the video in Bloomington later that day. He advised that the video should be released the first part of October. Utility Manager Cassiday noted that Reverend Peyton would like to do more videos in Nashville as he loves this community.

Councilmember Omberg talked about adding Old State Road 46 to the list of roads to be paved in 2019. Utility Manager Cassiday advised he will have to get with Brown County Highway Department to see when they will be paving the other portion of the road and do this all at once. Utility Manager Cassiday and Councilmember Rudd noted there is a lot of work that will need to be done prior to paving and therefore they will put the paving off until 2020. Councilmember Omberg would like to see some work done on this road as there will be a lot more traffic with Hard Truth Hills opening for business. Discussion.

Vice-President Gore asked if there will be any curb cutting available on Gould Street. Utility Manager Cassiday will contact the contractor and see when the work can be done.

4) ADMINISTRATION MANAGER – PHYLLIS CARR

A. RIGHT-OF-WAY REQUEST

- **BROWN COUNTY ART GUILD – ART COLONY WEEKEND – SEPTEMBER 8, 2018**

Administration Manager Carr advised she has a right-of-way request from the Brown County Art Guild to close part of Honeysuckle Lane so that those participating in the Art Colony Weekend events can safely walk to Salt Creek Winery and Big Woods Brewery. They asked that the area be blocked on September 8, 2018 from 7am – 5pm.

Councilmember Omberg summarized that they want to block the alley from the Mulberry Cottage to Big Woods Brewery. He asked if the businesses in this area had been contacted about this request as there are business owners that use the parking lots in this area. Administration Manager Carr will contact the Art Guild and have them talk with the business owners in the affected area. She will come back before the Council with the request next month.

5) TOWN ATTORNEY – JIM ROBERTS

A. UPDATE ON TRAFFIC VIOLATIONS ORDINANCE

Town Attorney Roberts advised he has before the Council two proposed ordinances that address the establishment of a traffic violations bureau and defining some traffic violations. After a review of the Town's code, he noticed that it does not make it a violation to run stop signs or exceed the speed limit, however, those are violations of state statutes. Town Attorney Roberts has written a proposed ordinance that designates those as non-moving violations and creates them as violations. Regarding the proposed ordinances he asked for the Council's review and input.

Town Attorney Roberts reported that he has talked with Clerk-Treasurer Young about the violations bureau and she believes there could be a better way to administer the funds that might be paid for traffic violations. He will work on making those changes.

6) ANY OTHER BUSINESS THAT MAY COME BEFORE THE COUNCIL

President King advised they talked last meeting about finding funding for the Brown County Playhouse. They need to discuss this a little bit more, and he commented that this is more of an Arts and

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Entertainment type deal and maybe they can look into that. President King would like to get an answer to them soon and he believes the playhouse is very important to Nashville and Brown County.

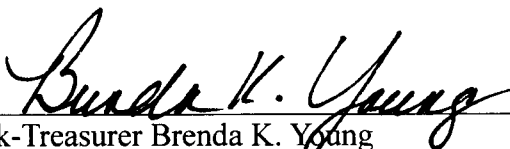
Town Manager Rudd announced that the Council has before them some narrative on the original town pump located on the Village Green. He reported that the local Rotary raised funds and had the pump revitalized. He would like to get a sign for the pump explaining the history and giving recognition to those that have built it. The narrative was written by Rotarian Wanda Jones and Town Manager Rudd asked for funding up to \$2,000 from the EDIT fund to put a sign up. NAEC President Crocker commented that they have room inside the lobby of the Village Green Restrooms to put up the narrative next to the Hohenberger photo of the town pump and then put a smaller sign out by the pump. Discussion. Council asked Town Manager Rudd to do a mock-up of the sign, get some cost estimates and bring them back to them next month.

Councilmember Omberg asked what is going on with the old pump house that is behind the CVS. Town Manager Rudd advised he would like to move that to the Washington Street Park. President King noted this is not an historical structure. Discussion.

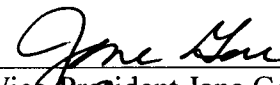
7) ADJOURNMENT

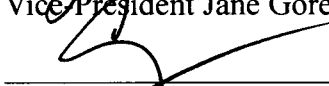
Vice-President Gore made a motion to adjourn the meeting. Councilmember Omberg seconded the motion. President King adjourned the meeting at 7:53pm.

The audio recording made at the Town Council meeting on 7-19-18 is retained in the office of the Town Clerk-Treasurer.

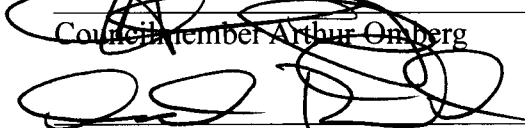

Clerk-Treasurer Brenda K. Young


President Charles B. King


Vice-President Jane Gore


Councilmember Alisha Gredy


Councilmember Arthur Omberg


Councilmember Dave Rudd