

NASHVILLE TOWN COUNCIL MEETING

THURSDAY, MARCH 16, 2017

ATTENDANCE: Council members present – President Charles B. King, Vice-President Jane Gore, Councilmember Alisha Jacoba and Councilmember Arthur Omberg. Council member not present – Councilmember Dave Rudd. Also in attendance – Town Manager Scott Rudd, Town Utility Manager Sean Cassidy, Administration Manager Phyllis Carr, Town Attorney Jim Roberts, Police Chief Ben Seastrom, 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.

3) **ROLL CALL** by Clerk-Treasurer Young.

4) **APPROVAL OF THE AGENDA**

Councilmember Omberg advised they will need to strike the discussion concerning the fiscal plan for annexation since the plan is not ready. All were unanimously in favor.

5) **NOTES TO NOTE**

President King asked shop owners and residents to stop putting their trash in the town's trash barrels and reminded this is not what they are to be used for.

President King asked if anyone notices a street light that is not working to contact Town Administration so they can get the lights fixed.

6) **APPROVAL OF THE MINUTES – 2-16-17 MEETING**

Councilmember Omberg moved to approve the minutes of the 2-16-17 meeting. Vice-President Gore seconded the motion. All were unanimously in favor.

7) **CLAIMS**

Councilmember Omberg advised he reviewed the claims this month and made a motion to approve the claims. Councilmember Jacoba seconded the motion. All were unanimously in favor.

Councilmember Omberg made a motion to approve the separate claim from Speedway LLC in the amount of \$1,851.32 for gasoline. Vice-President Gore seconded the motion. All were unanimously in favor.

8) **COMMUNICATIONS**

A. Written

• **Walk/Run**

Administration Manager Carr advised the Council has a notice in their packets for a 5K and 10K walk. The routes have been approved by Police Chief Seastrom. The event will be held April 23, 2017 beginning at 9am and ending at 4pm.

Councilmember Omberg made a motion to approve the walk. Councilmember Jacoba seconded the motion. All were unanimously in favor.

B. Audience

- **Lynn Besosa Water Leak Adjustment Request**

Lynn Besosa came before the Council with a request for an adjustment to her water bill. She explained her bill was extremely high, she had repairs made and presented the paperwork for an adjustment. Ms. Besosa was told that she did not qualify for an adjustment according to the town's policy and therefore she is requesting the adjustment from the Council. Discussion.

Councilmember Omberg made a motion to bring the bill down to what a six month average would be. Councilmember Jacoba seconded the motion. All were unanimously in favor.

BOARDS AND COMMISSIONS REPORTS

1) BROWN COUNTY VOLUNTEER FIRE DEPARTMENT REPORT

Brown County Fire Department Chief Nick Kelp advised he is still settling into his position. He will meet with Councilmember Omberg on March 21, 2017 to discuss the Fire Department.

2) REDEVELOPMENT COMMISSION

A. RIVERFRONT LICENSE RENEWALS

- **BIG WOODS BREWING COMPANY – 60 MOLLY'S LANE & 44 N. VAN BUREN**
- **RESOLED INC., DBA: PINE ROOM TAVERN – 51 E. CHESTNUT STREET**

Town Manager Rudd presented letters of recommendation for renewal of the Riverfront District Licenses for two Big Woods locations and the Pine Room. He explained that the Redevelopment Commission reviewed the renewal applications and gave a positive recommendation that they be approved by the Town Council.

Vice-President Gore made a motion to authorize the Town Council President to sign the renewal recommendation letters to the State. Councilmember Jacoba seconded the motion. All were unanimously in favor.

3) ARTS AND ENTERTAINMENT REPORT

Arts and Entertainment Commission President Nancy Crocker advised the Commission would like to enter into a partnership with the CVB to do some marketing for the Cultural District. NAEC President Crocker explained the CVB will work side by side with the NAEC to send out information about what is going on in their community and the fee will be \$100 per month. She explained that the goal is to make it easier for tourists and residents to find out what art and entertainment activities are going on each day. NAEC President Crocker asked for the Council's permission to go into this agreement with the CVB. Discussion.

Councilmember Jacoba made a motion to approve of the contract with the CVB. Councilmember Omberg seconded the motion. All were unanimously in favor.

4) PARKING AND PUBLIC FACILITIES REPORT

- **APPOINTMENT RECOMMENDATION**

Parking and Public Facilities President Lamond Martin advised he found that someone had built a sidewalk on Town property. He passed around a photograph of the sidewalk in question and explained that the sidewalk prevents someone from parking and unloading/loading through the back door of the restroom on Old School Way. PPFC President Martin advised the Commission would like the Town Attorney to address this issue. Discussion. Town Attorney Roberts suggested they put the person on

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notice that they have encroached on town property and ask them to remove it. If the person has a compromise they can bring that before the Council to consider this. Town Administration will get the person's name that had the sidewalk built and give it to the Town Attorney to write the letter.

PPFC President Martin reported they have some fictitious cameras in the comfort station at the Village Green Restrooms to stop vandalism. He will be meeting with a vendor tomorrow to give him pricing on LED lamps to use at the parking lots and Pittman House Lane.

5) MAIN STREET COMMITTEE REPORT

Clerk-Treasurer Young advised the Committee met on March 8, 2017 and are getting started for the year. They also had a work meeting at the Brown County Foundation to make Christmas displays. The Committee will meet with the CVB and History Center on March 30, 2017 to discuss Christmas in Brown County.

Councilmember Omberg asked if there are any grants available for a Main Street project. Clerk-Treasurer Young explained the Main Street Committee has a three year plan of things they want to work on. They have not discussed undertaking a large project at this time.

President King asked if the town clock is working yet. PPFC President Martin advised he worked on it earlier today but did not check back to see if it was still working.

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

Nothing further presented.

NEW BUSINESS

1) FISCAL PLAN FINDINGS REGARDING: PETITION FOR ANNEXATION INTO THE TOWN OF NASHVILLE THE PROPERTY COMMONLY KNOWN AS " FIRECRACKER HILL" ALONG MEMORIAL DRIVE AND OLD STATE ROAD 46, NASHVILLE, INDIANA 47448: PARCEL #003-1297-00 CONTAINING 42.80 ACRES MORE OR LESS AND PARCEL #003-12970-01 CONTAINING 51.10 ACRES MORE OR LESS

President King advised this item has been removed from tonight's agenda, but he would like to schedule a meeting later this month to review the fiscal plan. He asked if this would also serve as the public hearing. Town Attorney Roberts advised the person preparing the fiscal plan will be at the meeting to explain the plan. Any discussion at that meeting should be limited to the issues that are confined in the fiscal report. Councilmember Omberg asked when they should expect to receive the fiscal plan. Town Manager Rudd reported they should receive this information early next week.

Administration Manager Carr would also like to add to the agenda Requests for Qualifications and Requests for Proposals for the Village Green Playspace project.

The Council agreed to have the meeting on Monday, March 27, 2017 at 6:30pm. Town Attorney Roberts advised if the Town approves the fiscal plan they will need to adopt a resolution approving the plan. He noted they have already held the public hearing for the annexation.

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

Nothing present.

REPORTS

1) CLERK-TREASURER – BRENDA YOUNG

A. TLS.net

Clerk-Treasurer Young advised that she, Town Manager Rudd and Records Clerk Jones have been meeting with TLS.net, a company that does IT managed services. The annual bill without them having to come on-site to do IT work will be \$1,775.88. Our current vendor charges an annual fee of \$6,383.00 but there is no additional charge for on-site work. Clerk-Treasurer Young explained they will still save a few thousand dollars even if the new vendor were to come on-site. She also noted that they will need to also get a new server and this is another project they are working on. Clerk-Treasurer Young advised they have given notice to the current vendor and their contract will be up on May 22, 2017. The contract with TLS.net is written as a month-to-month contract and the company is located in Columbus, Indiana. Her recommendation is that they try this company with the month-to-month contract.

Councilmember Omberg made a motion to enter into a contract with TLS.net for managed services and allow either Clerk-Treasurer Young or Town Manager Rudd to sign the contract. Councilmember Jacoba seconded the motion. All were unanimously in favor.

2) TOWN MANAGER/ECONOMIC DEVELOPMENT DIRECTOR – SCOTT RUDD

A. FIVE YEAR CAPITAL IMPROVEMENT PLAN

Town Manager Rudd reported they are about 98% complete with the five year capital improvement plan. Sometime very soon they will sit down with the Council and go through the plan perhaps in a work session.

B. BROADBAND TASK FORCE UPDATE

Town Manager Rudd advised he recently attended a utility forum with all the local and state wide utilities. They discussed how they can all contribute to the expansion of high speed internet throughout the town and county.

C. HOMETOWN COLLABORATION INITIATIVE

Town Manager Rudd reported the Hometown Collaboration Initiative is a program the County is spearheading. This is a follow-up to the Community Readiness Initiative they did last year. He will be on a guiding team for this initiative and he may ask for a Council member or Commission member to also be a part of this program.

D. BROWN COUNTY WIDE ECONOMIC DEVELOPMENT PLAN

Town Manager Rudd advised there is interest from the County Redevelopment Commission to do a county-wide economic development plan and possibly apply for an OCRA grant.

E. COUNCIL INQUIRIES

Town Manager Rudd reported that he, Utility Manager Cassiday, Administration Manager Carr and two town utility workers just returned from the Indiana Rural Water Alliance conference. It was a great conference and networking opportunities.

3) UTILITY MANAGER – SEAN CASSIDAY

A. UPDATE ON WATER CIP GRANT

Utility Manager Cassiday reported they are looking at another loan that was presented to him by Rural Development. This simple form loan would help them to supplement the payment for the pressure

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reducer valve project. This will save them about \$30,000-\$40,000 in environmental studies. They are still looking into all the particulars of this loan.

B. PAVING PLAN

Utility Manager Cassiday advised the work should begin sometime in late May or the first part of June. The work should take 10-15 days depending on the weather.

Utility Manager Cassiday spoke about the entrance of Hawthorne Street from State Road 46 and explained they plan on stabilizing this area better. They want to make the area a bit wider to make two outgoing lanes and one incoming.

President King asked about repaving of all the cross walks with the exception of the ones on Van Buren Street. Utility Manager Cassiday advised he has not set up anything regarding the cross walks. He is willing to research the cost of plastic crosswalks which is what is on Van Buren Street.

An audience member asked if there are plans to widen all of Hawthorne Street to allow the police department to exit their facility quicker. Police Chief Seastrom advised if no one is parked on this street they are able to get out quickly. Discussion.

4) ADMINISTRATION MANAGER – PHYLLIS CARR

A. RIGHT OF WAY REQUESTS

- **BROWN COUNTY LIONS CLUB SPRING BLOSSOM PARADE, BROWN COUNTY ROTARY CHILDREN'S GAMES AFTER PARADE & BOY SCOUTS**

Administration Manager Carr presented the right of way request for Brown County Lions Club for the 2017 Spring Blossom Parade on Saturday, May 6, 2017. They will be using the same route as usual.

She also presented the right of way request for the Rotary to hold kids games throughout parade day and the streets will already be blocked for the parade.

The Boy Scouts are also requesting a right of way permit for after the parade to block the streets from Bittersweet to Honeysuckle from Molly's Lane to Old Hickory. This area will already be blocked for the parade as well.

Councilmember Omberg moved to approve right of way requests for the May 6, 2017 events. Councilmember Jacoba seconded the motion. All were unanimously in favor.

B. SERVICE AGREEMENT RECOMMENDATIONS – PART 2

Administration Manager Carr advised they will have to address this next month as they do not have the recommendations yet.

C. OPENING OF SERVICE BID AGREEMENTS – PART 3

Administration Manager Carr reported they had to rebid a couple of service agreements as they were not like for like and opened the following bids:

Commercial Sewer and Cleaning

- Sub Surface of Indiana – equipment charge \$190 per hour per hydrovac truck with operator during normal business hours.

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Water Excavation

- Commercial Sewer Cleaning Company - \$250 two men per hour shop to shop, labor charge per hour in addition to operator \$40.

Air Conditioning and Heating Repair

- Dunlap and Company – \$75 per hour port to port per technician between 7:30am-4pm Monday through Friday, overtime \$112.50 per hour, double time \$150 per hour, no truck trip charge

Air Conditioning Repair

- Pointer Sheet Metal – service call \$88, labor charge per hour \$88, after hour charge \$132
- Harrell Fish – labor charge \$82, regular \$111, overtime \$135, list of equipment types and charges
- Commercial Services of Bloomington – labor charge \$80 per hour, after hour \$100, list of equipment types and charges
- Snyder's HVAC - \$70 per hour for service call, labor charge \$50 per hour, extra charges if something has to be rented.
- Choice Mechanical Services – labor charge \$90 per hour, after hours overtime \$136 per hour, list of equipment types and charges.

Administration Manager Carr asked that they take these service agreements under advisement and make a recommendation at the next meeting.

D. VILLAGE GREEN REVITALIZATION PROJECT

• OPENING OF REQUESTS FOR QUALIFICATIONS

Administration Manager Carr reported they have received two qualifications and opened the following for the Playspace Project – four foot interactive border and playspace element items:

Brad Cox and Brier/Fullingim

Administration Manager Carr asked that they take these under advisement and work with the Arts and Entertainment and Parking and Public Facilities Chairs to review the qualifications. They will then send out requests for proposals so they can get this project going.

5) POLICE CHIEF – BEN SEASTROM

A. COUNCIL INQUIRIES

Police Chief Seastrom asked for permission to utilize the Town Attorney for a few hours to research and discuss the possibility of applying for a Public Safety tax for the Police Department and the Fire Department if they qualify. The Council agreed to allow for this with a cap of five hours.

Police Chief Seastrom reported they are caught up with some of the purchases of body armour. They have a couple of officers that may be leaving to go to other departments so they are on standby right now in ordering their vests.

6) TOWN ATTORNEY – JIM ROBERTS

A. INTERLOCAL AGREEMENT WITH BROWN COUNTY CIRCUIT COURT

Town Attorney Roberts reported he met with Brown County Judge Stewart, Clerk-Treasurer Young and Police Chief Seastrom to discuss routing certain ordinance violations through the court system. The ball is in the Town's court at this point to pass an ordinance to schedule what those offenses would be and set up a schedule of fines and penalties. He will have something in draft form to the Council soon.

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He explained the process of bringing these violations through the court system will require the Town Attorney to prosecute the cases. He believes the Court will schedule these hearings along with the traffic violations once a month. Town Attorney Roberts would be required to attend these hearings and if required, try the cases as well.

B. CAR WASH EASEMENT

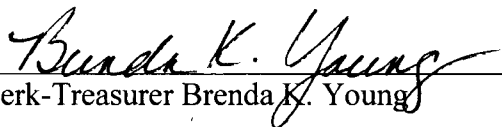
Town Attorney Roberts advised he has talked with the Car Wash's attorney and they have a draft easement for the Police Department's access to the back of their building. The Car Wash's attorney wants his fees to be paid by the Town since they are buying the easement to serve this property. At this time the fees will be approximately \$2,000. Police Chief Seastrom advised he does not have the money in his budget to pay this fee. Discussion.

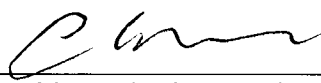
Councilmember Omberg made a motion to approve no more than \$2,000 pending funding sources for the easement. Discussion. Councilmember Omberg added that Police Chief Seastrom, Utilities Manager Cassidy and Town Manager Rudd will look at the feasibility of accessing the back of the building from the other side before paying any fees. Councilmember Jacoba seconded the motion. All were unanimously in favor.

ADJOURNMENT

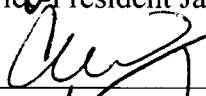
Councilmember Omberg moved to adjourn the meeting. Councilmember Jacoba seconded the motion. All were unanimously in favor. President King adjourned the meeting at 8:04pm.

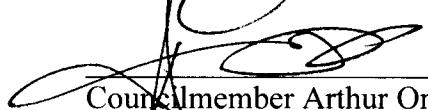
The audio recording made at the Town Council meeting on 3-16-17 is retained in the office of the Town Clerk-Treasurer.


Clerk-Treasurer Brenda K. Young


President Charles B. King


Vice-President Jane Gore


Councilmember Alisha Jacoba


Councilmember Arthur Omberg


Councilmember Dave Rudd