

**NASHVILLE TOWN COUNCIL MEETING  
THURSDAY, OCTOBER 18, 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 – Utility Manager Sean Cassiday, Administration Manager Phyllis Carr, Clerk-Treasurer Brenda Young and Deputy Clerk-Treasurer Debbie Ferry.

**COUNCIL BUSINESS – 6:30pm**

**1) CALL TO ORDER** by Councilmember King at 6:33pm.

**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 Rudd made a motion to approve the agenda as presented. Councilmember Omberg seconded the motion. All were unanimously in favor.

**5) NOTES TO NOTE**

President King advised that it is not okay to staple, post, nail, etcetera on the town's public posts.

President King congratulated Clerk-Treasurer Young on her accomplishments over the years. He noted that she is now finishing up the last couple month's of her presidency of AIM. President King also thanked her for her service as the President of the International Clerk-Treasurer's Association.

**6) APPROVAL OF THE MINUTES – 9-20-18 AND 10-11-18 MEETINGS**

Councilmember Omberg made a motion to approve the minutes of the 9-20-18 and 10-11-18 meetings as presented. Vice-President Gore seconded the motion. All were unanimously in favor.

**7) ACCOUNTS PAYABLE VOUCHERS**

Councilmember Omberg and Vice-President Gore advised that they reviewed the claims this month.

Councilmember Omberg made a motion to approve the accounts payable voucher for SuperFleet Mastercard for fuel, in the amount of \$4,213.52. Councilmember Gredy seconded the motion. All were unanimously in favor.

Councilmember Omberg made a motion to approve the accounts payable voucher registers for the period of 9-14-18 to 9-30-18 and for the APV register batch accounts payable for the period of 10-01-18 to 10-11-18. Councilmember Gredy seconded the motion. All were unanimously in favor.

**8) COMMUNICATIONS**

**A. WRITTEN**

**• BRIAN HOWEY – REQUEST FOR A COMBINED ADJUSTMENT**

Brian Howey explained that beginning in March or April he started receiving very high water bills. He had a contractor replace the leaking water line to his home. About a month after the water line was replaced, the pressure blew the seal on the valve in the line. He advised the contractor came out and made repairs, but in the meantime he received another large water bill. Mr. Howey reported that the Utility

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Department did adjust his water bill from the first leak but he is asking for an adjustment to this next water leak and connect the adjustment to the first water leak as it was all the same problem. Mr. Howey asked the Town Council if they would forgive the \$303 water bill and adjust it to his typical minimum bill of \$40.35. Billing Clerk Crabtree advised the \$303 is the amount due after the adjustment was applied.

President King explained that the utility department must purchase the water and by giving an adjustment they are basically giving the water at cost. Discussion.

Councilmember Omberg made a motion to give the adjustment for the leak and let it be a part of the first water leak. This will allow Mr. Howey one more adjustment within the next two years if necessary. Councilmember Gredy seconded the motion. All were unanimously in favor. Mr. Howey thanked the Council for their consideration and commented that the Utility Department was very professional in working with him.

### • BETA – FINANCIAL REQUEST

BETA President Clara Stanley and Vice-President Brenda Krueger introduced themselves to the Council and shared what things BETA is doing. Mrs. Stanley explained that BETA provides a safe and nurturing space for junior high students. The program has been growing since they began in 2011 both in activities and students. Mrs. Stanley noted one of the new programs they have started is a tutoring for students. They have also received grants from the Brown County Community Foundation to start music lessons in piano, guitar, banjo and violin.

Mrs. Stanley thanked the Council for their \$1,000 to the BETA/Kids on Wheels for their skate park. She reported that they were able to reach and exceed their goal and were able to get \$50,000 in matching funds.

Mrs. Stanley reported that the BETA program is moving to a new location across from the Salvation Army. This new larger space will be great for them but the rent will now be \$1,000 per month. She respectfully requested that the Council continue to support BETA at whatever amount they can. Mrs. Stanley asked that the Council also consider BETA as a long-term community project and fund them on a regular basis.

President King responded that the Council does appreciate all the work that BETA is doing, however they do have a tight budget right now. Vice-President Gore added that they can't afford to contribute to BETA at this time but they will keep them in their thoughts. Mrs. Stanley and Mrs. Krueger thanked the Council for their time and for their help with the Kids on Wheels program.

### B. AUDIENCE

David Martin, resident and business owner, reported that he too had a leaking toilet at one of his properties. He asked if he could also get a water adjustment for the leak that happened from May through July 17, 2018 when he was notified of the leak and fixed it immediately. Vice-President Gore asked if it is the policy to present a repair bill and allow for an adjustment. Utility Manager Cassiday and Clerk-Treasurer Young advised that customers are allowed two adjustments every two years. Clerk-Treasurer Young noted that a customer must request an adjustment within thirty days of a leak. Councilmember Rudd asked Mr. Martin to bring in his request for an adjustment to the Utility Billing office.

**BOARDS AND COMMISSIONS REPORTS**

**1) BROWN COUNTY VOLUNTEER FIRE DEPARTMENT REPORT**

A representative from the Fire Department was not present. Administration Manager Carr advised the Council had copies of the departments run reports in their packets.

**2) ARTS AND ENTERTAINMENT COMMISSION**

**A. BAND PAYMENT**

Administration Manager Carr reported that the NAEC is requesting to use their 275 EDIT funds in Professional Services to pay the full amount of the band contract for the Acre Brothers Band although the concert was cancelled too late. Clerk-Treasurer Young explained the way the contract was written if the concert was canceled at a certain time then they would only receive the rain fee not the full amount of the contract. She advised that the band did set up for the concert, but the weather did not allow for them to play. Clerk-Treasurer Young noted that the NAEC has voted in favor of paying the full amount of the contract at \$500.

Councilmember Omberg made a motion to go with NAEC's request to pay the band. Councilmember Rudd seconded the motion. All were unanimously in favor.

**B. CROSSWALK STENCIL**

Administration Manager Carr reported that the NAEC is requesting to use up to \$1,400 out of the 275 EDIT funds to purchase a stencil of the Arts Village logo. Utility Manager Cassiday explained the NAEC wants to paint the flying leaves in the Arts Village logo in the crosswalks throughout town. He will have a vendor come on-site and do some measuring to get the exact specs and pricing. Utility Manager Cassiday advised that the stencil can also be used to paint leaves on the wall with the murals at the Historical Society and other places.

Councilmember Omberg made a motion to approve the NAEC request to spend up to \$1,400. Councilmember Gredy seconded the motion. All were unanimously in favor.

**3) PARKING AND PUBLIC FACILITIES COMMISSION**

Administration Manager Carr advised that the Commission met last week and PPFC President Martin has fixed the Old School Way men's rooms door and installed latches. PPFC President Martin has met with Vice-President Gore about the maps and locations of the map stands. Administration Manager Carr reported that Jack Todd will start working on the crack sealing and striping in November.

**4) TREE BOARD REPORT**

Administration Manager Carr advised that the Tree Board met today and ordered some trees for the fall planting. As for the new park signage, they are looking for the right verbiage.

President King asked about the Designscape bill for the planters that were installed at the new town park and asked who approved them to do the work. Administration Manager Carr advised that she was not aware of who gave the go ahead to do the work. Councilmember Rudd asked that she call Designscape and ask who approved the work to be done. The Council agreed not to pay the bill at this time.

**5) DEVELOPMENT REVIEW COMMISSION REPORT**

Administration Manager Carr advised that she approved one sign application and two COA's in-house this month.

**A. HISTORIC PRESERVATION ORDINANCE**

Administration Manager Carr reported that the DRC has held two public input meetings and two work sessions on the Historic Preservation Ordinance. The DRC would like to request that the Town Attorney attend the next work session on this ordinance on November 20, 2018 at 5pm. President King asked Administration Manager Carr to contact the Town Attorney for this request.

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

Clerk-Treasurer Young advised that the representatives from Umbaugh they were going to meet with were out of the office this week. She expects them to get back to her next week. Councilmember Rudd would like for the whole Council to meet with Umbaugh regarding the five year plan. Clerk-Treasurer Young will get the meeting date set with Umbaugh.

President King commented that he would like to be able to attend the Nashville Town Park Commission meetings. He asked that it be posted so that more than two Council members are able to be in attendance for the meetings.

**NEW BUSINESS**

**1) RESOLUTION 2018-03 A RESOLUTION AUTHORIZING TEMPORARY TRANSFERS TO DEPLETED FUNDS**

Clerk-Treasurer Young explained that this resolution is for the Arts and Entertainment Commission funds. She explained that the NAEC received a reimbursable grant from the IAC and they have not received all the grant funds yet. At this time, they are using other NAEC funds until they receive the reimbursable funds from the IAC. This resolution will cover transferring up to \$200 until they get the grant funds.

Councilmember Rudd made a motion to adopt Resolution 2018-03. Councilmember Omberg read aloud Resolution 2018-03 in its entirety and then seconded the motion. All were unanimously in favor.

**2) ORDINANCE 2018-14 AN ORDINANCE ESTABLISHING A TOWN PARK COMMISSION**

President King reported that they have previously discussed creating a Town Park Commission and had an ordinance in front of them to do so.

Vice-President Gore made a motion to have the first reading of Ordinance 2018-14 by title only. Councilmember Rudd seconded the motion. All were unanimously in favor. Councilmember Omberg read aloud Ordinance 2018-14 by title only.

Vice-President Gore made a motion to suspend the rules and have the second reading of Ordinance 2018-14 by title only. Councilmember Rudd seconded the motion. All were unanimously in favor. Councilmember Omberg read aloud Ordinance 2018-14 by title only.

Vice-President Gore made a motion to adopt Ordinance 2018-14 by title only. Councilmember Rudd seconded the motion. All were unanimously in favor.

Councilmember Gredy advised that they need to advertise in the newspaper and put on the Town's website that they want people to apply to be on this commission.

**3) ANY OTHER NEW BUSINESS TO COME BEFORE THE COUNCIL**

Utility Manager Cassiday reported that the Council has before them a letter they discussed signing in support of the Maple Leaf Performing Center applying for a grant with the Office of Tourism. He noted that this would not cost the Town financially to give this recommendation.

Vice-President Gore made a motion that the Town Council President sign a letter of support. Councilmember Rudd seconded the motion. Discussion. Councilmember Omberg abstained and all other Councilmembers were in favor of the motion. President King signed the recommendation letter.

**REPORTS**

**1) CLERK-TREASURER – BRENDA YOUNG**

**A. ORDINANCE 2018-13 ADOPTING A SUPPLEMENT TO THE CODE OF ORDINANCES**

Clerk-Treasurer Young announced that the Council had before them an ordinance to update their Code of Ordinances book.

Councilmember Omberg made a motion to have the first reading of Ordinance 2018-13 by title only. Councilmember Rudd seconded the motion. All were unanimously in favor. Councilmember Omberg read aloud Ordinance 2018-13 by title only.

Councilmember Rudd made a motion to suspend the rules and have the second reading of Ordinance 2018-13 by title only. Councilmember Omberg seconded the motion. All were unanimously in favor. Councilmember Omberg read aloud Ordinance 2018-13 by title only.

Councilmember Rudd made a motion to adopt Ordinance 2018-13 by title only. Vice-President Gore seconded the motion. All were unanimously in favor.

**B. COUNCIL INQUIRIES**

Clerk-Treasurer Young announced that her office staff interviewed seven people for the Utility Billing Clerk position and have chosen Darla Goodwin for the position. Her start date will be November 5, 2018.

**2) UTILITY MANAGER – SEAN CASSIDAY**

**A. 2019 WATER AND SEWER BUDGETS AND 5 YEAR PLAN**

Utility Manager Cassiday reported they are waiting on Umbaugh to set up a time to meet with them to go over the budgets.

**B. PAVING UPDATE**

Utility Manager Cassiday advised they have submitted the Community Crossings grant application and are waiting for a response. He noted there will be another grant cycle in January 2019 and they may be able to do some small projects with this grant.

Councilmember Rudd asked if they will have sidewalks on Hawthorne Drive this year. Utility Manager Cassiday reported that the plan is to have sidewalks on Hawthorne Drive and part of the road will be three lanes as well. He explained that E&B Paving plans to do this work at the end of October or the first part of November this year.

President King asked about the thinking behind paving Franklin Street in October. Utility Manager Cassiday explained that street was one of five streets that needed to be repaved and it would have been

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done sooner if other issues hadn't come up causing the paving to be delayed until October or November. Discussion.

President King asked that anytime we do paving the residents and businesses that are in the area be notified beforehand. Utility Manager Cassiday has some ideas on how to notify people in a timely manner and perhaps install notification signs in the area to be paved.

Utility Manager Cassiday advised the Council had before them a paving assessment management plan which shows what paving has been done and brought up to standard. The plan also shows the status of other streets and what work needs to be done in the next few years.

### C. COUNCIL INQUIRIES

Utility Manager Cassiday spoke about the loading zone by the CVB on E. Washington Street. He explained that the majority of the business owners in this area want this to remain as a loading zone. Utility Manager Cassiday advised that he would like to install different signage that designates the area as a 15 minute loading zone area and restriping the area in yellow. Discussion. Council agreed with the loading zone plan.

### 3) ADMINISTRATION MANAGER – PHYLLIS CARR

#### A. COUNCIL INQUIRIES

Administration Manager Carr had nothing further to present to the Council.

### 4) ANY OTHER BUSINESS THAT MAY COME BEFORE THE COUNCIL

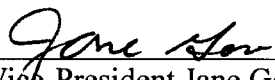
Nothing presented.

### 5) ADJOURNMENT

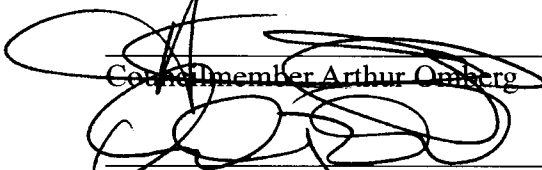
President King adjourned the meeting at 7:41pm.

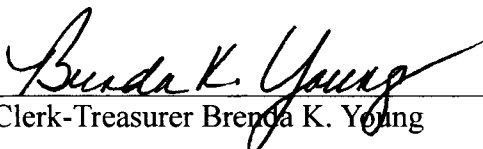
*The audio recording made at the Town Council meeting on 10-18-18 is retained in the office of the Town Clerk-Treasurer.*

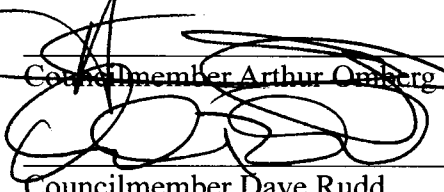
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President Charles B. King

  
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Vice-President Jane Gore

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Councilmember Alisha Gredy

  
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Councilmember Arthur Onberg

  
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Clerk-Treasurer Brenda K. Young

  
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Councilmember Dave Rudd