

Town Council Meeting
Monday February 22, 2021
6:00 P.M. Town Hall

Edinburgh Town Council met in a regular session on Monday, February 22, 2021 at 6:00 P.M. at the Town Hall, 107 South Holland Street, Edinburgh, Indiana.

President Jeff Simpson called the meeting to order and led the Pledge of Allegiance.

Members answering roll call: *Due to the COVID-19 public emergency and per Executive Order 20-09, members may have attended electronically (e).* Councilwoman Miriam Rooks, Councilwoman Debbie Buck, Councilman Ryan Piercefield, Vice President Dawn Graham, and President Jeff Simpson. Also present were Clerk-Treasurer Scott Finley, Town Manager Dan Cartwright, and Town Attorney Dustin Huddleston.

Minutes – Executive meeting minutes of February 6, 2021 and council meeting of February 8, 2021. Councilwoman Graham made a motion to approve the minutes as submitted. Councilwoman Buck seconded. Motion carried.

Claims – The council received a copy of the claim docket in their council packet. The total for that docket was \$776,310.80. Mr. Finley said he had signed off on all the claims in that docket and submitted them to the council for approval.

Councilwoman Buck made a motion to approve the claims as submitted. Councilwoman Rooks seconded. Motion carried.

Conflict of Interest – Town Attorney Dustin Huddleston said this document would allow President Simpson to bid on and, if awarded, work on town vehicles. For this to be allowed, the council must approve the Uniform Conflict of Interest document. That document is sent to the SBOA and they review the document and make a final determination.

Councilwoman Buck made a motion to approve the Uniform Conflict of Interest Disclosure Statement for President Jeff Simpson. Councilwoman Rooks seconded. Motion carried 4 to 0 with President Simpson abstaining.

Kenna Consulting Grant Agreement – Mr. Huddleston said this agreement is part of the OCRA application. Kenna would be the grant administrators for the Prosser Area Stormwater Project. He said he has reviewed and approved the agreement.

Councilwoman Rooks said she did not see an exhibit A that is referenced in the document.

Mr. Huddleston said he did not see an exhibit. He would recommend approving the document and strike exhibit A.

Councilwoman Graham made a motion to approve the Kenna Consulting Agreement but strike exhibit A in section 6. Councilwoman Rooks seconded. Motion carried.

Councilwoman Graham made a motion to allow President Simpson to sign the agreement on behalf of the council. Councilwoman Buck seconded. Motion carried.

Public Official Bond – Mr. Finley said the council appointed a new Town Manager and thus the position requires a public official bond. The bond amount is \$50,000 and will run through the end of the year.

Councilwoman Graham made a motion to approve the public official bond for Dan Cartwright. Councilwoman Rooks seconded. Motion carried.

Ordinance 2021-6 Fee Schedule (First Reading) – Mr. Finley said the changes to this ordinance reflect the changes to the cemetery fees approved by the council at the previous meeting.

Councilwoman Graham made a motion to waive the first reading of Ordinance 2021-6 and consider it for approval. Councilwoman Rooks seconded. Motion carried unanimously.

Councilwoman Graham made a motion to approve ordinance 2021-6. Councilwoman Buck seconded. Motion carried.

Resolution 2021-3 Board Appointments – Councilwoman Graham said this resolution fills the vacancies left from some members resigning. Angie Thompson will be joining the Planning Commission and Greg Stinson will be joining the BZA.

Councilwoman Buck made a motion to approve Resolution 2021-3. Councilwoman Rooks seconded. Motion carried.

Road Salt Purchase Approval – Town Manager Dan Cartwright said this is for retroactive approval as it was an emergency purchase beyond his spending limit. The street department was completely out of salt with snow coming in during the week.

Councilwoman Buck made a motion to approve the purchase of the road salt. Councilwoman Graham seconded. Motion carried.

Purchase Policy Discussion – Mr. Cartwright said he reviewed the current purchase policy and believes the town manager spending limits are a little bit low. The current spending limit is \$7,500. He said he thinks that amount needs to be a lot higher and requested the council amend the ordinance to increase the town manager spending limit. He said \$20,000 would be ideal but it needs to be at least \$12,000 to \$15,000.

Mr. Finley explained the current process for purchases under this policy and the claims process. Mr. Cartwright said this issue is when emergencies arise, the restrictions slow down the staff's ability to correct the issues.

Mr. Finley said the current ordinance does have an emergency clause allowing purchases above the spending authority if an emergency exists. The council would then retroactively approve the purchase. Discussion was held regarding purchases that might exceed the limits.

Councilman Piercefield said if we already have the emergency provisions in place, the issue is arbitrary.

Councilwoman Buck made a motion to allow Mr. Huddleston to draft an amended small purchase policy with limits for the town manager up to \$15,000. Councilwoman Rooks seconded. Motion carried.

Crossroads Engineers 2021 Asset Management Plan – Mr. Cartwright said the town needs to have an asset management plan completed to be eligible for grant funds. The agreement has been reviewed and approved by the staff.

Councilwoman Rooks ask if this process could be done in house.

Street Superintendent Clark McCollum said he will assist Crossroads as much as possible, but the PACER needs to be completed by an engineer.

Building Commissioner Wade Watson explained the PACER process and said it must be done professionally. The staff can tell what roads are bad, but you need an engineer's report assessing each road.

Mr. Cartwright said the anticipated budget was \$7,500.

Mr. Huddleston said he would recommend making the agreement clearer that the council will approve up to \$7,500 and any additional amounts we need to come back before council.

Mr. McCollum said the agreement is not time sensitive as they cannot begin until the inclement weather is gone anyway.

Mr. Cartwright said on that same topic, the council has been presented a list of proposed paving projects for 2021. He would like Crossroads Engineers to develop a cost estimate.

Mr. McCollum said he has driven these streets and believe they are good candidates for repaving. He does not believe we need engineers to review these roads. He said he would recommend the council drive those roads and see if they agree with the list.

Mr. Finley said in the past, Robertson Paving provided the town with budget pricing for the town to use as estimates for the public bid process.

President Simpson said the council would review the roads and proceed after that.

Police Vehicle Quotes – Town Marshall Doane Little said at the previous meeting, the council asked that he get a quote from Fletcher Chrysler. He obtained that quote, and it was comparable to Poynter's quote. The difference was \$49 per car.

President Simpson said for \$49 per car, he would prefer to purchase locally.

Mr. Little explained the quote for lights for the vehicle. The low quote was from Columbus Collision.

Councilman Piercefield made a motion to approve the purchase of two Dodge Durangos from Fletcher Chrysler for \$66,062. Councilwoman Graham seconded. Motion carried.

Councilman Piercefield made a motion to approve the police vehicle lighting quote from Columbus Collision. Councilwoman Rooks seconded. Motion carried.

Council Comments

Councilman Piercefield said he has had some employees' express concerns about the comp time limits.

Mr. Finley said until recently, comp time had been tracked in an excel sheet as the payroll system was not originally set up to handle comp time. Comp time and overtime could not be mixed on a timecard so if the employees comp time was exceeded it was all paid out as overtime. Recently, the functionality was added to the payroll system and he believes it can be split now.

Councilman Piercefield asked what the max amount of comp time an employee could accrue.

Mr. Finley said 24 hours.

Councilman Piercefield asked why 24 hours was the limit.

Mr. Finley said that was the amount that was decided on when the policy was drafted. The policy was re-evaluated after some employees were accruing excessive amounts of comp time.

Departmental Comments

Mr. Cartwright said the electric department has an issue with one of the main transformers in town. Alpha Engineering is working on a plan of action. He said he hopes to have a plan of action and a cost estimate at the next meeting.

Electric Superintendent Kevin Rubush said he is meeting with a consultant on March 11th to get cost estimates.

Mr. Cartwright said he is looking into options for cleaning of the town hall. Currently the staff cleans when they have the time. He said he has obtained two estimates and will be trying to get one more.

Mr. Cartwright held discussion regarding mosquito adulticide and larvicide.

Councilwoman Graham said she does not want to waste money on spraying adulticide as everything we have heard is the spray only works on mosquitos it touches. She would prefer to just continue with larvicide.

Mr. Cartwright said the Wastewater backhoe is broken down and needs repair. The initial estimates are around \$7,000 so he will be proceeding with that repair in the near future.

Mr. Cartwright said he would like to revisit the Town Hall landscape project that was presented and approved by council over a year ago. The staff will be getting more estimates on that project as the quotes are rather old.

Councilman Piercefield asked about Mr. Cartwrights proposal to route traffic to Lind Drive rather than 252.

Mr. Cartwright said he would like to direct traffic from I-65 to Lind Drive to East Main Cross. He would then like to reverse one way traffic on East Main Cross downtown.

Councilman Piercefield said he is not a huge fan of the idea as it would be a lot of traffic down East Main Cross.

Town Marshall Little said the department would be doing active shooter training on March 20th. He invited the council to attend to better understand how the department handles those threats.

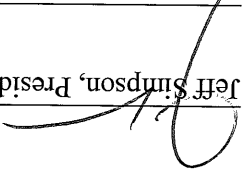
Wastewater Superintendent Rebecca Frakes said the department has completed a month of feed for phosphorus removal. IDEM has been notified and the department is officially in compliance.

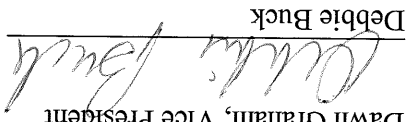
Community Center Director Sarabeth Drybread said the town has partnered with Johnson County Animal Shelter and vaccinated over 150 pets in the area. The shelter said it was one of the most efficient clinics they have operated. Aspire Johnson County Score and Kick-it were postponed due to the weather.

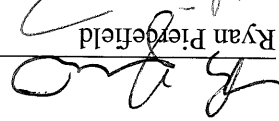
Water Superintendent Bill Jones said the interconnect with Eastern Bartholomew Water should start in March. It will be a two to three week process.

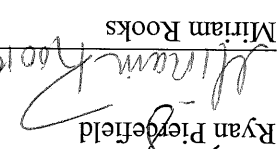
Being no further business or comments, Councilwoman Graham made a motion to adjourn the meeting. Councilwoman Buck seconded. Motion carried.

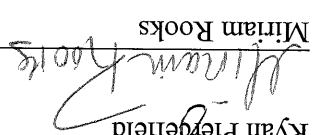
EDINBURGH TOWN COUNCIL

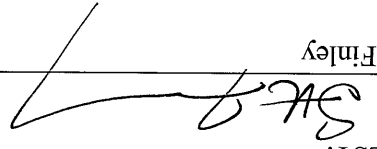

Jeff Simpson, President


Dawn Graham, Vice President


Debbie Buck


Ryan Pierrefield


Miriam Rooks

ATTEST:

Scott Finley