

Town Council Meeting
Monday April 26, 2021
6:00 P.M. Town Hall

Edinburgh Town Council met in a regular session on Monday, April 26, 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, Vice President Dawn Graham, Councilman Ryan Piercefield (e), and President Jeff Simpson. Also present were Clerk-Treasurer Scott Finley, Town Manager Dan Cartwright, and Town Attorney Dustin Huddleston.

Minutes - Council meeting of April 12, 2021, executive meeting of April 12, 2021 and executive meeting of April 17, 2021. Councilwoman Graham said the April 17th executive minutes say she was present, but she was absent from that meeting. Councilwoman Graham made a motion to approve the council meeting minutes of April 12, 2021 and the executive meeting minutes of April 12, 2021 as submitted. Councilwoman Rooks seconded. Motion carried.

Claims – The council received two claim dockets in their council packet. The first was the regular docket for the period totaling \$836,964.58 and the second was an end-of-month docket for February totaling \$107,290.81. Mr. Finley said he had signed off on the claims in that docket and handed them over to the council for approval.

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

Public Hearing for Community Development Block Grant – Donna Anderson of Kenna Consulting passed around a sign in sheet. She said the town will be applying for an OCRA grant for water system improvements. The aging plant has caused the issues to get worse over the years. Residents have had poor water quality with colored water that sometimes has an odor. This is related to higher-than-normal levels of manganese and iron. The proposed project is to construct a new water treatment plant and some improvements to the well field. The total budget for the project is \$5,657,000. The OCRA grant is for \$700,000 and the local match is \$4,957,000 through an SRF loan. The application is due on June 25th and the town should know in August if the grant is awarded.

President Simpson opened the public hearing.

Bob Smith of the Johnson County Health Department said the department has received calls regarding the issues with the water in Edinburgh.

Building Commissioner Wade Watson said this project is important to the community at large. The current package plant is past its usable life and the new system will increase capacity for future expansion. This will benefit all residents.

Being no further comments, President Simpson closed the public hearing.

Ordinance 2021-8 Air Quality (Second Reading) – Mr. Huddleston said this ordinance was presented at the last meeting. We also have a proposed amendment that would exempt private clubs from these regulations.

President Simpson said there are a lot of people present for this ordinance and there are more people outside as the capacity for the council chambers was met. He would like to have a special meeting at a larger location so that everyone could express their feelings on the ordinance.

Councilwoman Graham said she is against the ordinance but agrees a special meeting would be good.

Councilwoman Rooks said she is for the ordinance. The ultimate goal is to keep the community healthy.

Councilwoman Buck said she believes businesses should be allowed to choose for themselves if they allow smoking in their facility or not.

Councilman Piercefield agreed a special meeting would be good to allow everyone to hear and speak on the matter.

Discussion was held regarding the public input and a special meeting.

Councilwoman Graham made a motion to hold a special meeting at a later date, time and place to-be-determined. Councilwoman Buck seconded. Motion carried.

Ordinance 2021-9 ARP Coronavirus Recovery Grant Fund (First Reading) – Mr. Finley said this ordinance establishes a fund for the ARP funds to deposited into per the State Examiner's directive.

Councilwoman Buck made a motion to waive the first reading of Ordinance 2021-9. Councilwoman Graham seconded. Motion carried unanimously.

Councilwoman Buck made a motion to approve Ordinance 2021-9. Councilwoman Rooks seconded. Motion carried.

Resolution 2021-10 Allocation of ARP Funds – Mr. Finley said this resolution is required for our OCRA grant. It is essentially saying that we will create a plan for our ARP funds when they are received. This also says that we will not use other federal funds to offset the OCRA grant project.

Councilwoman Graham made a motion to approve Resolution 2021-10. Councilwoman Buck seconded. Motion carried.

Resolution 2021-11 Adopting the Johnson County Multi-Hazard Mitigation Plan – Town Manager Dan Cartwright said this resolution ties the town in with the Johnson County mitigation plan.

Stephanie Sighting, the Johnson County Emergency Management Director, said the county does this every 5-6 years. This makes the whole county eligible for mitigation money. The town has had a representative present at the county meetings as well.

Councilwoman Rooks made a motion to approve Resolution 2021-11. Councilwoman Graham seconded. Motion carried.

Resolution 2021-12 CR 900 North Real Estate Purchase – Mr. Huddleston said this resolution authorizes the purchase of property for \$487,000, the average of the two appraisals. The resolution also allows the town manager to execute any all documents and attend the closing.

Councilwoman Graham said the minutes stated the amount as \$487,500, not \$487,000.

Councilwoman Graham made a motion to move this resolution to the end of the meeting agenda while documents are pulled. Councilwoman Buck seconded. Motion carried.

Resolution 2021-13 East Main Cross Real Estate Purchase – Mr. Huddleston said this resolution is regarding the Paul Burton property on East Main Cross where the town has a lift station. The average of the two appraisals was \$30,000. This resolution also allows the town manager to execute any and all documents and attend the closing.

Councilwoman Rooks made a motion to approve Resolution 2021-13. Councilwoman Graham seconded. Motion carried.

Resolution 2021-14 Affirmation of Police Officers and Firefighters – Mr. Huddleston said this resolution affirms all past hires of police officers and firefighters. Per statutes and local ordinances, the council is to approve all hiring of those positions. All future additions would also need to be approved by council.

Councilman Piercefield said he does not believe the part time employees need to be affirmed as they are not covered under the merit process.

Discussion was held on the merit process.

Councilwoman Graham made a motion to table Resolution 2021-14 until the next meeting to adjust the resolution to reflect only full-time employees are part of the merit process. Councilwoman Rooks seconded. Motion carried.

Resolution 2021-15 Sacoma Personal Property Tax Abatement – Mr. Huddleston said this memorializes the towns approval of the tax abatement for Sacoma. It states the timeframe, terms, retention of employees, and the addition of new employees. This allows the town to track the abatement each year.

Councilwoman Graham made a motion to approve Resolution 2021-15. Councilwoman Buck seconded. Motion carried.

Memorandum of Agreement for Sacoma Tax Abatement – Councilwoman Graham made a motion to approve the memorandum of agreement for the Sacoma tax abatement. Councilwoman Buck seconded. Motion carried.

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

Employment of John Henderson – Mr. Huddleston said the next item on the agenda is an employment agreement for John Henderson. The agreement appoints Mr. Henderson as the Edinburgh Fire Chief. It also states that if the council decides they do not want Mr. Henderson as the Fire Chief, he would remain a full time firefighter. The agreement does not start until May 10, 2021. Mr. Henderson has reviewed and approved the agreement.

Employment Agreement – Councilwoman Rooks made a motion to approve the employment agreement with John Henderson. Councilman Piercefield seconded. Motion carried.

Mr. Henderson thanked the council for the opportunity and said he looks forward to working with the town.

Agreement for Maintenance and Dedication of Water and Sewer Facilities – Mr. Huddleston said he is still waiting on the developer to get back with him on this issue and recommend it be tabled.

Councilwoman Graham made a motion to table the utility dedication until the next meeting. Councilwoman Buck seconded. Motion carried.

Chiropractic Lease – Mr. Cartwright said Edinburgh Chiropractic leases the town building on State Road 252. They are paying \$950 per month. They would like to expand into the rest of the building as they are currently using about 2/3 of the building. They are willing to pay \$1,266 per month for the whole building with increases each year.

Mr. Huddleston said if the council recalls there is a long process to lease out town property. He would like to review this before approval to ensure we do not have other process that need to be done.

Councilwoman Graham made a motion to table the chiropractic lease discussion until Mr. Huddleston can review the process. Councilwoman Buck seconded. Motion carried.

Heavy Trash Discussion – Mr. Cartwright said he gave the council numbers on the trash compactor trial process. It has been a success, but he continues to get calls from people not able to get the trash to the compactor. He recommends continuing with the drop off at the compactor but also allow Ray's to pick-up heavy trash twice a year.

President Simpson said he agrees it has been a success but thinks we do need to have pick-up as well.

Discussion was held regarding what items will be accepted and how unacceptable items will be handled as well as the agreement with Ray's Trash Service.

Wastewater Superintendent Rebecca Frakes said the drop-offs have been very busy. Most of the trash tends to be construction material which fills the containers quickly. Ray's stated they could not dump the container until Monday. If we do continue, we need to have better coordination with Ray's.

Mr. Huddleston said he would prepare a resolution continuing the compactor drop-off indefinitely.

Compensatory Time Discussion – Mr. Finley said this was brought up at the last meeting and we thought we had the issue ironed out, but more issues have come up. The main issue is a simple math issue with the system. At a point, it becomes impossible for any employee to completely max out their comp time because the numbers do not come out even. His recommendation is to redraft the comp

time policy and increase the maximum number of hours allowed. This will not cure the issue but allowing a larger amount lessens the effect of not being able to get to the absolute max.

President Simpson said he does not want to go higher than 40 hours.

Councilwoman Rooks said she would not mind doing away with comp time completely.

Mr. Finley said there are pros and cons to comp time. It does allow the town to manage budgets a little tighter as you do not have the extra cost of overtime, but it does sometimes leave the town without necessary employees if they have scheduled time off. It is also an administrative nightmare to keep track of the hours.

Mr. Watson said it is the supervisor's responsibility to manage the leave time of the employees to ensure the department maintains adequate staffing. At the end of the year, if the employee is unable to use the comp time it is paid out.

President Simpson said he does not disagree, but past practice shows that the department heads often let the employees off whether there is adequate staffing or not.

Further discussion was held regarding leave time and overtime.

Mr. Cartwright said he has seen issues with the short notice he often receives for PTO requests.

Consensus was to increase the compensatory maximum to 40 hours.

Resolution 2021-12 CR 900 North Real Estate Purchase – Mr. Huddleston said after clarification from the building commissioner and town manager he would recommend amending the purchase price from \$487,000 to \$487,500.

Councilwoman Buck made a motion to amend Resolution 2021-12 to reflect a purchase price of \$487,500. Councilwoman Graham seconded. Motion carried.

Councilwoman Buck made a motion to approve Resolution 2021-12 as amended. Councilwoman Graham seconded. Motion carried.

Council Comments

Councilwoman Graham asked when the insurance quotes when be available for review.

Mr. Finley said he would check with Director of Administration Mary Patterson and the town's insurance agent to see when those would be available.

Mr. Finley said last year the FFCRA was passed by the federal government which allowed for up to 80 hours of additional leave time to employees effected by COVID-19. That act expired on December 31, 2020 and the town had several employees that were affected by COVID-19 just after that passed. He recommended that the council pass a resolution extending the FFCRA leave time to a later date so that the employees that were affected could have their time reimbursed.

Councilwoman Graham made a motion to allow Mr. Huddleston to draft a resolution extending the FFCRA internally. Councilwoman Buck seconded. Motion carried.

Mr. Finley said he has met several times with a representative from ADP regarding outsourcing our payroll services and onboarding process. Outsourcing these processes would free up a lot of time in the office to focus on other tasks and projects. Going to an electronic onboarding process would save time and money as the process has become very labor intensive. He said he thinks it would be a great option for the town. The cost is on a per employee basis, but the estimated year cost would be around \$25,000.

Other Business

Mr. Cartwright said the town has historically passed a proclamation for Memorial Day for the American Legion. He had that proclamation and read it aloud. Councilwoman Buck made a motion to approve the American Legion Memorial Day Proclamation. Councilwoman Rooks seconded. Motion carried.

Mr. Cartwright said the council approved amended recycling depot hours at the last meeting. Johnson County is not happy with the change.

Councilwoman Graham said she got a call from Jessie Biggerman saying we cannot make changes unless it goes in front of the recycling board.

Mr. Huddleston said he can review the agreement.

Mr. Cartwright said the staff went through a reasonable suspicion class conducted by Town Marshall Doyne Little to help supervisors notice if an employee is at work under the influence of a substance.

Mr. Cartwright said the EPA has developed another unfunded mandate. Utilities must submit a risk plan by June. Wessler will help with the process and the fee will be around \$8,000.

Mr. Cartwright said the 100% design meeting was held today on the Prosser Stormwater Project. The construction estimate was \$1.4 million. \$600,000 will be covered by the OCRA grant.

Town Marshall Doyne Little said the department had 4 reserves graduate from the reserve academy. The department has been busier due to the warmer weather. He said he wanted to welcome Mr. Henderson to the town and he looks forward to working with him.

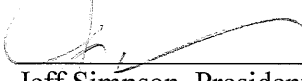
Parks Director Daniel Teter said rec leagues have started and tournaments are in full swing. He is still working on some repairs to the pool to get it opened for the season. The department is starting to get the landscaping completed. The new library sign went up today and they are working on some repairs to the historical sign before it goes back up. The department will be holding a golfcart cruise-in on May 6th. This year we will be holding the Firecracker Festival downtown rather than at the sports complex.

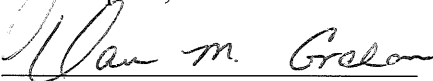
Wastewater Superintendent Rebecca Frakes said request for bids will be going out on Friday. She is optimistic the bids will come in lower than the estimates. The bid opening will be on May 17th.

Water Superintendent Bill Jones said the main extension on Meadowlawn has been completed. The interconnect with Eastern Bartholomew Water has been put on hold due to lack of materials.

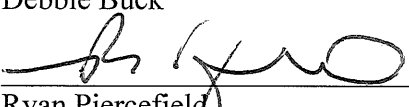
Being no further business or comments, Councilwoman Graham made a motion to adjourn the meeting. Councilwoman Buck seconded. Motion carried.

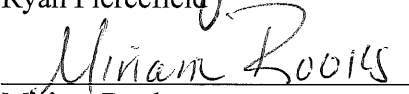
EDINBURGH TOWN COUNCIL


Jeff Simpson, President


Dawn Graham, Vice President

Debbie Buck


Ryan Piercefield


Miriam Rooks

ATTEST:


Scott Finley, Clerk-Treasurer