

Special Council Meeting
 Thursday, March 1, 2018
 5:00 P.M. Town Hall

Edinburgh Town Council met in a special session on Thursday, March 1, 2018 at 5:00 P.M. at the Town Hall, 107 South Holland Street, Edinburgh, Indiana.

President Kami Ervin called the meeting to order and led the Pledge of Allegiance.

Members answering roll call were: Councilman Jack Shepherd, Councilman Jeff Simpson, Councilwoman Dawn Graham, Vice President Jerry Lollar, and President Kami Ervin. Also present were Town Attorney Dustin Huddleston, Clerk-Treasurer Scott Finley, Town Manager Wade Watson, Assistant Electric Superintendent Steve Clark and DJ Wilhelm.

President Ervin said next on the agenda was the discussion of hiring personnel. She said this discussion pertains to an additional full time employee at the electric department. She opened the floor for discussion.

Councilman Shepherd said the department has seven employees including Superintendent Kevin Rubush. He asked how many certified individuals the department has and if Mr. Rubush still works as a lineman since he has taken on superintendent duties.

Mr. Clark said No. He does not assist in the call rotation. He can help if a situation calls for more hands but for the most part he is tied up with other duties. The department has three certified lineman, two apprentices that should obtain certifications soon, the superintendent, and one other employee that has additional duties within the town.

Discussion was held regarding previous employee numbers within the department.

Councilman Shepherd asked if Mr. Rubush would be retiring soon.

Mr. Clark said he has reached the age and years of service at which he could retire at any point with full benefits.

Discussion was held regarding industrial and commercial development and its impact on the electric department.

Councilman Simpson said he knows Mr. Wilhelm and he has great work ethic. He explained his stance on the addition of employees but said he understands the lengthy process of hiring lineman. He said he feels like the town is creating an opening.

Town Manager Wade Watson said he does not feel the town is creating an opening but rather filling a position that they are almost certain will be vacant in the next couple of years. It is difficult to hire an already certified lineman at the departments pay scale.

Discussion was held regarding the departments pay scale compared to other lineman pay scales.

Councilman Lollar asked how often the department needs multiple three man crews.

Mr. Clark said it can be as often as every day. Setting a pole takes a three man crew. If a crew is setting a pole and an emergency came up there would not be enough staff to dispatch a second three man crew. There has been some maintenance that has been pushed off because they do not have the staff to do daily operations and continual maintenance.

Discussion was held regarding community size and number of employees.

Councilman Lollar said he is bothered by the way this process went. It was his understanding that this position would be part time and that the staff had no one in mind to fill the position.

President Ervin said she does recall the staff saying if the part time employee was a good fit for the town the council could revisit and possibly promote them to full time.

President Ervin said she understands the challenges of hiring qualified individuals with the length of time the journeyman process takes. She said she supports the decision if it is what it takes for the department to safely serve the community.

Councilman Shepherd asked Mr. Wilhelm why he wanted to work for the Town of Edinburgh.

Mr. Wilhelm said he was raised in Edinburgh and its close to home. He said he has learned a lot from the department and he can see himself working for the town for a long time.

Mr. Watson said he should address Councilman Lollar's comments. He would never try to intentionally mislead the council. He had never met Mr. Wilhelm before he was hired for the town and he had no one in mind for the position when it was brought to the council. The circumstances have changed since he was hired and it is apparent to him that he is needed.

Councilwoman Graham said everyone knows she is for the hiring of Mr. Wilhelm. She thinks the town needs to plan ahead and be more proactive with decisions.

Councilman Simpson made a motion to approve moving Mr. Wilhelm to full time status with the stipulation that he must complete the necessary classes and obtain his CDL in order to maintain full time status. Councilman Lollar seconded. Motion carried.

Council Comments

Councilman Simpson asked how the staff deals with mediocre employees. He has heard of some employment issues with some employees.

Mr. Watson said every employee gets an annual performance appraisal by his or her supervisor. If there is an employee that needs corrective action prior to the annual appraisal, the supervisor would initiate the action and take necessary steps to correct the issue. He explained that he will not directly go to an employee for corrective action before first discussing the issue with the supervisor.

Councilman Simpson asked at what point we start collecting on delinquent utility accounts.

Clerk Treasurer Scott Finley said that is an issue that we need to look at as a group. The town needs to have a collections policy in place that lays out the processes that will be taken on delinquent bills. He explained the current disconnect and collections policy. He said he and Mr. Watson have discussed a collections policy but just have not had the time to fully dive into the process.

President Ervin said she believes this type of ordinance needs to be in place.

Mr. Finley said the ordinances needs to cover utility bills, ordinance violations, and any other type of bills/invoices sent to residents. He recommended that he and Mr. Watson put together a step-by-step process, present it to the council, and then have Mr. Huddleston review and draw up the ordinance.

Mr. Finley said he presented the council with a treasurer's report showing the beginning and ending balances for town funds for 2017 per the request of Councilman Lollar. He said the annual financial report has been submitted and will be in the papers this week.

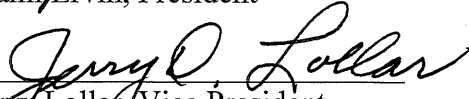
Mr. Watson said there is a fire suppression system in the old Amos Hill building that is being served with a 12 inch water main. It has never been metered. There is a leak in that main and the valve cannot be closed. A new valve needs to be inserted and will be costly. Of the three quotes obtained, the low quote was \$9,700. He asked for approval of this quote to get that leak fixed.

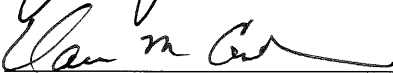
Councilman Simpson made a motion to approve the low quote to insert a new valve as submitted by Mr. Watson. Councilman Shepherd seconded. Motion carried.

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

EDINBURGH TOWN COUNCIL


Kami Ervin, President


Jerry Lollar, Vice President


Dawn Graham

Jack Shepherd

Jeff Simpson

ATTEST:



Scott Finley, Clerk-Treasurer