

Town Council Meeting
Monday, November 25, 2019
6:00 P.M. Town Hall

Edinburgh Town Council met in a regular session on Monday, November 25, 2019 at 6:00 P.M. at the Town Hall, 107 South Holland Street, Edinburgh, Indiana.

President Jerry Lollar called the meeting to order and led the Pledge of Allegiance.

Members answering roll call: Councilwoman Debbie Buck, Councilman Jeff Simpson, Vice President Dawn Graham, Councilman Ryan Piercefield, and President Jerry Lollar. Also present were Clerk-Treasurer Scott Finley, Town Attorney Dustin Huddleston, and Town Manager JT Doane.

Minutes – Council meeting minutes of November 12, 2019 and special meeting minutes of November 21, 2019. Councilman Piercefield made a motion to approve the minutes as submitted. Councilman Simpson seconded. Motion carried.

Claims - The council received a copy of the claim docket in the council packet. The total for the docket was \$1,373,059.09. Mr. Finley said he had signed off on all the claims in that docket and handed them over to the council for approval.

Councilwoman Graham asked if we were using local vendors when we need catering. This council has tried to use local services as much as possible.

Town Manager JT Doane said traditionally, yes. For the meetings with Rushville and Wabash we used Cracker Barrel and Barrett's BBQ out of Hope.

Councilwoman Graham said she would like to see our local small business get business when we have events like that.

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

Property Insurance - Kevin Parks of Edinburgh insurance was present to give an update on the property insurance. He said his company was able to review all town properties for replacement value. There were a few buildings he believed were underinsured. He presented an estimate for the increase in premiums for the added insurance of approximately \$5,000. He said he would also like to present to the council a driver monitoring program. The town has over 80 drivers that use town equipment. This program cost about \$10 per driver to pull driving records. Knowing previous driving experience can reduce the town's liability and in turn lower insurance costs.

Discussion was held regarding the buildings that he stated were underinsured.

Mr. Parks said because of the proximity of most of the town's buildings, a large natural disaster could take out a significant portion of the town's assets.

President Lollar asked if the council could get supporting documentation for the increases in the replacement costs.

Resolution 2019-8 2020 Holiday Schedule – Councilman Simpson made a motion to approve Resolution 2019-8. Councilwoman Buck seconded. Motion carried.

Resolution 2019-9 2020 Council Meeting Schedule – Councilwoman Buck made a motion to approve Resolution 2019-9. Councilwoman Graham seconded. Motion Carried.

SR 252 Electric – Mr. Doane said Alpha Engineering provided estimates for lighting on the 252 Project in 2024. There will be a public forum in March or April to get information to the public. They provided estimates for aerial and buried lines. The recommendation is for buried lines for aesthetics. It is possible that the sidewalk grant the town is applying for could also cover lighting.

President Lollar said there was a meeting last week with all utilities and Crossroads Engineers. He believes Crossroads is doing great things for the town deferring costs to other entities. He said he agrees the electric should be buried to make the area a gateway into town.

Councilman Simpson made a motion to proceed with buried electrical work for the 252 project. Councilwoman Buck seconded. Motion carried.

Operations Laborer Position – Mr. Doane said he put together a job description for the Operations Laborer that would help with the recycling container. The county agreed to fund the container, but the town must staff the container during operating hours. The employee would not exceed 29 hours. The attorneys are currently working on an interlocal agreement for the recycling plan.

Discussion was held regarding employee training.

Councilman Simpson said he would like to move forward with the recycling container but would like to use current part time employees.

Councilwoman Graham said there was a recycling location in Greenwood that was not staffed, and it became a trash collector.

President Lollar said he would like to staff the trial period with current employees and then revisit after we see if it is well received.

Councilwoman Graham made a motion to commit a staff person to be at the recycling container during operating hours. Councilman Simpson seconded. Motion carried.

2020 Road Paving – Mr. Doane said he provided the council budget pricing for road paving for 2020. He would like to get the bid packet ready by the end of the year for next year's paving.

President Lollar said he drove all the roads on the list, and all are in need of repaving.

Mr. Doane said he would prepare a more detailed list that will not exceed what is budgeted for next year.

Town Hall Cleaning – Mr. Doane said there is currently nobody that cleans the town hall aside from staff members. We do currently pay someone to clean at the library. He would like to ask that person to clean for a few hours on the second and fourth Monday of the month.

Discussion was held regarding cleaning at the library.

Councilman Simpson made a motion to allow Mr. Doane to reach out to Mike Ortiz about cleaning at town hall. Councilwoman Graham seconded. Motion carried.

Ordinance 2019-16 Sewer Discharge (First Reading) – This agenda item was removed as the ordinance was not ready for a first reading.

2020 Fire Department – Mr. Finley apologized for missing the special meeting on the fire department, so he was not able to answer questions regarding his financial report. He explained the figures in his report (appendix A).

Discussion was held regarding the capital projects for the fire department.

Mr. Finley said the council approved a fire budget of approximately \$512,000 for 2020. We would be looking at an additional \$232,000 if we went with Mr. Herron's staffing estimates.

Councilwoman Buck asked about housing for the staff.

Mr. Doane said he met with members of the electric department this morning for possible housing solutions at the current station. A rough estimate was about \$50,000 to put sleeping quarters in the station. It is possible that the town could acquire the house adjacent to the station and use it for housing as well.

Discussion was held regarding funding for volunteer fire fighters.

Councilman Piercefield made a motion to hire Mike Herron as Fire Chief as of January 1, 2020 with a salary of \$65,000. Councilman Simpson seconded. Motion carried.

Councilman Piercefield made a motion to retain Michael George and Jacob Kelley on the fire department. Councilwoman Buck Seconded. Motion carried.

Councilman Piercefield made a motion to delegate the hiring of remaining fire positions to the town manager and the fire chief with the exception of the remaining fulltime position. Councilwoman Graham seconded. Motion carried.

County Road 800 Lift Station – Mr. Doane said the town has received quotes for reconstruction of the County Road 800 lift station. The lift station has been problematic for many years. The cost is \$67,680.70.

Wastewater Superintendent Rebecca Frakes said this station was built in the 80's and had very little flow at the time. The controls are beyond repair and only one pump will run at a time. It cannot keep up with current flow. We received 3 quotes. The staff recommendation is to go with Quality Repair Service as it gives the highest capacity and new controls.

Discussion was held regarding capacity and estimated life expectancy of the lift station.

Councilwoman Graham made a motion to approve the quote for lift station reconstruction from Quality Repair Service for \$67,680.70. Councilman Simpson seconded. Motion carried.

Council Comments

President Lollar asked if there was any news on the Ray's Trash Service issues from last meeting.

Mr. Doane said he sent an email to Ray's expressing the concerns raised at the previous meetings. They indicated they would talk with the drivers about those issues.

Councilman Simpson asked about the Eastern Bartholomew Water connection.

Mr. Huddleston said he has sent the agreement to their attorney. They have indicated they would like to meet with him next week regarding the agreement. He hopes to have more information at the next meeting.

Councilman Piercefield thanked the fire department staff for sticking with them while they figured out the fire department.

Departmental Comments

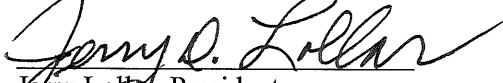
Mr. Doane thanked those who participated and helped with the 5K. We had approximately 54 runners.

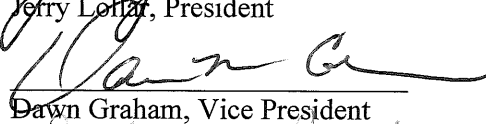
Mr. Doane said Michael Nunez started today as the School Resource Officer. The grant the school received will be forwarded to the town to offset those costs.

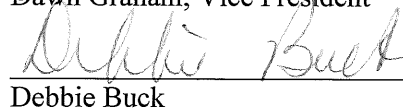
Fire Chief Allen Smith said he has had the owner of the house adjacent to the fire station approach him about selling the house to the town. He does not want to see the station lose a bay for a temporary solution.

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

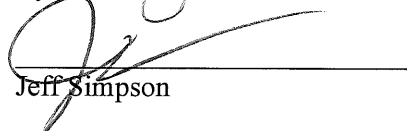
EDENBURGH TOWN COUNCIL


Jerry Lollar, President


Dawn Graham, Vice President


Debbie Buck


Ryan Piercefield


Jeff Simpson

ATTEST:


Scott Finley, Clerk-Treasurer

Appendix A

Reccomended 2020 Fire Budget Numbers

Recurring Cost Funds	Annual Revenue/Appropriations
General Fund	400,000.00
Public Safety	50,000.00
Marketplace	260,000.00
<u>Total Annual Operations</u>	<u>710,000.00</u>

Non-recurring Cost Funds	Estimated Available Funds*
Fire/EMS NRO	400,000.00
Marketplace (Cash Balance)	750,000.00
General (Cash Balance)	1,000,000.00
<u>Total Non-Recurring</u>	<u>2,150,000.00</u>

*Cash balance less adequate operating balance

From my financial analysis, the town can comfortably fund approximately \$710,000 of annual recurring costs. This estimate is based on annual revenues of the listed funds (General fund is appropriations, not revenues). It is possible to allocate more appropriations from the General fund but it would require cutting funding to other departments. This is also assuming that the Fire and EMS would use all available funds from Marketplace and Public Safety.

The town can also fund approximately \$2.15 M in non-recurring cost over the next few years based on current cash balances. Please note these are max numbers and may not be available for spending immediately due to cash flow restraints and budgeting processes.

Herron Staffing Estimates (5)	618,838.22
Clothing/Uniforms	6,900.00
Operating expenses	118,320.00
<u>Total First Year Recurring</u>	<u>744,058.22</u>
<u>Non Operating (per Allen)</u>	<u>236,000.00</u>
<u>Total First Year</u>	<u>980,058.22</u>

Prepared by: Scott Finley
Clerk-Treasurer

Prepared for: Town Council
11/21/19 Special Council Meeting