



TOWN OF CICERO
TOWN COUNCIL MEETING MINUTES
June 16, 2015
At 7:00 PM

Call To Order: President Kay Hartley called the meeting to order and led the Pledge of Allegiance and Mr. Schrupf gave the prayer. President Hartley called for the roll call and the members of the Town Council were present or absent as follows:

Present: Kay Hartley
Brett Foster
Chad Amos
Dennis Schrupf

Absent: Eric Hayden

President Hartley declared a quorum present.

Others Present: Jan Unger, Clerk Treasurer
Charlie Cambre, Park Superintendent
Pat Comer, Street & Utilities Director
Dave Hildebrand, Police Chief
Lance Overholser, Assistant Fire Chief
Aaron Culp, Town Attorney
Nicole Buskill, Town Attorney
Paul Utterback, Storm Water Management Board President

Approval of Agenda:

Ms. Hartley added under Old Business Council To Consider Quotes for Water Plant roof. Mr. Foster made a motion to approve the agenda as amended. Mr. Schrupf seconded, motion passed.

Approval of Prior Minutes:

Town Council Meeting Minutes, June 2, 2015, 7:00 PM –Mr. Foster made a motion to approve the June 2, 2015 Town Council Meeting Minutes. Mr. Schrupf seconded, motion passed.

Approval of Claims:

Mr. Amos made a motion to approve the claims as presented. Mr. Foster seconded, motion passed.

Petitions by Citizens:

1. Mr. T.J. Tryon, owner of Heartland Endurance Sports, who is running the Hamilton North Chamber of Commerce triathlon, addressed the Council regarding installing a sign on the railing of the causeway pedestrian walk. The sign is 8 feet by 2 feet and would be attached with wire ties. Mr. Foster made a motion to approve Mr. Tryon installing the sign on the railing. Mr. Amos seconded, motion passed.
2. Mr. Mike Ohler, 240 Bayshore, whose house burned, addressed the Council. Mr. Ohler informed the Council that his garage could be made into an apartment for them to live in until the repairs on the home could be made. His sewer line is 18 feet underground because of the basement and he would like to connect directly into the manhole. He has reviewed the ordinances and they do not say you cannot and he was told that it has been done in the past. Mr. Comer informed the Council that it was

stated in the construction standards that you cannot connect directly into the manhole. Mr. Foster stated that he thought this was an emergency. Ms. Hartley inquired if this was temporary and was told it was not, no intention to disconnect when the house is complete. Mr. Amos inquired if it had been done previously and Mr. Comer stated if it was it was prior to the construction standards being completed. Mr. Comer stated that it was the Council's decision but if they allow it the pipe would have to go all the way to the bottom of the pit and the lateral line would need to be at least six feet deep. The manhole would need to be sealed so no water could get in and Mr. C.J. Taylor, wastewater superintendent, would need to inspect. Mr. Culp inquired if the Ohlers would be moving back into the new residence and was told they would be. There was further discussion. Mr. Amos made a motion to approve provided the lateral was six feet deep and all other criteria was met. Mr. Foster seconded, motion passed.

- a. Mr. Ohler stated that he would like to recommend to the Council that they have a fire boat on the lake to assist with fires that cannot be reached on the lake side from the road such as his. Council stated that Mr. Overholser has addressed this with the Council and the fire department is working to get their boat back on the water. Currently the boat is out of service.

President's Report:

Ms. Hartley informed the Council of the following:

1. Ms. Hartley stated that the Council has set up 2 budget meetings to be held on July 15th and July 16th. Both will be at 7:00 PM at the Town Hall.

Council Committee Reports:

There were none.

Legal Counsel Report-Aaron Culp:

Mr. Culp introduced Nichole Buskill, a co-attorney with Church, Church, Hittle & Antrim. Mr. Culp stated that Ms. Buskill would be assisting with the work in Cicero. Ms. Buskill has experience with municipal law from her work for Indianapolis and Fishers. Mr. Culp stated that the Town would now have Ms. Buskill and Ms. Fagan available to help with items when Mr. Culp was not available.

Cicero/Jackson Township Plan Commission Report:

Mr. Munoz and Mr. Strong were not available.

Town Engineer Report-Mr. Keith Bryant:

Mr. Bryant was not available but submitted the following written report:

Town of Cicero

June 16, 2015 Town Council Meeting

Engineer's Report

1. **Hidden Bay Water project:** CAT Excavating continues with the main line installation project. They are progressing well and have completed approximately 50% of the mainline installed. A public meeting was held with the residents on June 3. It was well attended and the property owners were happy about the project.
2. **Engineering Services Task Order No. 2015-02: Brinton Street Widening Quote:** This Task Order was distributed at the April 21 meeting and tabled pending discussions with INDOT on their SR19 resurfacing project. At this point it could remain tabled until the INDOT schedule and scope of work is confirmed.
3. **UV Project:** The design and plan development continues to move forward. Bids are expected to proceed in July.

As always, feel free to contact our office to discuss any project or other needs.

Thank you, Keith Bryant

Old Business:

Council To Hear Presentation from Tina Henderson Regarding The Downtown Revitalization Plan And Application Form.

Ms. Tina Henderson stated that she had the application for the Downtown Revitalization Plan and they would be submitting it prior to the end of the month. Ms. Hartley would need to sign the documents. Ms. Henderson stated that she has also completed the Semi-annual Report For Hidden Bay Project which she would be submitting by the end of the month which Ms. Hartley has to sign.

1. Ms. Henderson presented two Resolutions that needed to be passed to qualify for the OCRA grant. Resolution 06-16-2015-2 A Town of Cicero Resolution titled Slum and Blight Area Declaratory Resolution. Ms. Henderson stated that this was a required resolution and that it was just for the downtown area and had no real affect on the Town. Mr. Foster made a motion to approve Resolution 06-16-2015-2 Slum and Blight Area Declaratory Resolution. Mr. Amos seconded, motion passed.
2. The second resolution: 06-16-2015-3 Resolution Authorizing Application Submission and Local Match Commitment addressed the Town's commitment to have a \$4,400.00 match to the grant from the Town's funds. Ms. Henderson stated that she has spoken with Ms. Unger and \$3,000 would come out of the General Fund and \$1,400 would come from CCD. Mr. Foster made a motion to approve: 06-16-2015-3 Resolution Authorizing Application Submission and Local Match Commitment. Mr. Amos seconded, motion passed.
3. Ms. Henderson stated that there would be a Public Hearing on June 25, 2015 at 2 PM, in the Town Hall meeting room located at 70 N. Byron Street, Cicero, IN to give the public an opportunity to have input into the project.
4. Ms. Henderson also informed the Council that on June 22, 2015 the EDC would be interviewing firms for the Downtown Revitalization project at the Cicero Town Hall, 70 N. Byron Street, Cicero, IN from 2-5 PM.

Council To Hear Update On SR 19 Project.

1. Mr. Amos informed the Council that he has inquired if INDOT would be removing any trees for their portion of the new sidewalk installation and they will not. Therefore, Cicero would need to do this. Mr. Amos also stated that INDOT would be installing four foot wide sidewalks per their standards; not five foot as required by the Town. Ms. Amos was informed by INDOT that ADA did not require five foot sidewalks at this time. This prompted a discussion as to what the Town would do for their part. Mr. Amos will get quotes for four and five foot sidewalks.
2. Mr. Amos informed the Council that Mr. Comer has ordered twelve stop signs to be placed in the alleys where they intersect with SR 19.
3. Mr. Amos said when the revised plans come in from INDOT, he will know more about what the Town needs to address.
4. Mr. Amos stated that Chief Hildebrand, Chief Peachey and Mr. Munoz have all presented letters to INDOT regarding the volume study to be done at SR 19 and Brinton Street.

Council To Discuss Training Proposal - Harassment/ADA/Title VII.

Mr. Culp stated that the Town had requested training for Harassment, ADA, and Title VII. Mr. Culp stated that Nicole Buskill would be performing that task for the Town. Ms. Buskill stated that the training would be in two parts: 1. How to recognize a situation, approximately one hour; 2. How to deal with a situation, approximately one and a half hours. The original quote was for \$1,575 for 50 employees. There was a discussion on who should attend. Mr. Amos thought all employees should attend. There was consideration on how to facilitate this. It was discussed that there could be a video of the training which could be viewed by new employees and those not on duty. Additionally, Ms. Buskill stated there would be written material that could be given to those employees. There was a discussion on how many employees the Town has. Ms. Unger stated that she thought there were around 32 fulltime, 5 part-time and there could be up to approximately 80 in the summer. Mr. Amos made a motion to approve the Harassment/ADA/Title VII training for all employees either by scheduling or video. Mr. Foster seconded, motion passed. Mr. Culp was directed to begin scheduling.

New Business

Council To Consider Liability And Property Insurance Quote.

Ms. Unger informed the Council that she has received the renewal package from Walker and Associates for the Town's Liability and Property Insurance. Ms. Unger stated that Mr. Walker added in a 5% increase on the property values. Additionally, the modification for the Work Comp went down so there was not a significant increase in the overall costs. Ms. Unger informed the Council that she had received other calls regarding companies wanting to quote our insurance but there was no follow through. Ms. Unger stated that the Town has been happy with Walker and that the staff is happy with the training provided by Downey. Mr. Schrupf made a motion to approve the Insurance Quote from Walker and Associates. Mr. Amos seconded, motion passed with 3 votes and one abstaining.

Council To Consider Ordinance 06-16-2015-1 Transfers For Fire/CCD.

Ms. Unger explained that the transfers for Fire were for a deficit that was missed during the conversion on the software. Ms. Unger explained that for CCD she was putting most of the money in to Miscellaneous because it was not being used for what was originally planned, that way it would be easier to keep track of. Mr. Schrupf made a motion to approve Ordinance 06-16-2015-1 Transfers for Fire/CCD. Mr. Foster seconded, motion passed.

Council To Approve Re-appropriation Of Operation Pull Over To Police Overtime In The Amount Of \$968.60.

Ms. Unger explained to the Council that she needed Council approval to re-appropriate this reimbursement for the Operation Pull Over Program. Mr. Foster made a motion to approve the re-appropriation of this reimbursement. Mr. Amos seconded, motion passed.

Council To Consider Additional Appropriation For Parks Department.

Mr. Schrumpf explained to the Council that the Parks need an additional appropriation in the amount of \$30,000 to pay for parking lot issues, add an apron to the garage at the parks office, and to put a new roof on the pool house. Mr. Schrumpf then made a motion to approve moving forward with the additional appropriation process. Mr. Foster seconded, motion passed.

Miscellaneous

1. Mr. Cambre addressed the Council concerning benches and trash receptacles for the Jackson Street Pedestrian Walkway. Mr. Cambre stated that he has a quote from Barco for 6 benches and six trash receptacles for \$8,807.10 plus shipping. Mr. Cambre also has a quote from OCC Outdoors, Inc. for the same for \$7,734.00 with shipping included. The Council said they would consider whether or not they needed 6 of each and Mr. Amos said that he would look into another source. They will address at the next meeting.

Comments By Citizens

1. There were none.

Signatures on Official Documents!

Motion To Adjourn:

Mr. Foster made a motion to adjourn. Mr. Schrumpf seconded, motion passed.

Signatures of Cicero Town Council:

Sylvia Kay Hartley - President

Brett S. Foster - Vice-President

Chad B. Amos

Eric C. Hayden

Dennis D. Schrumpf

Attested: _____
Jan Unger, Clerk Treasurer

The next Cicero Town Council Meeting will be on July 7, 2015, at 7:00 PM at the Cicero Town Hall.