



TOWN OF CICERO
TOWN COUNCIL MEETING MINUTES
September 15, 2015
At 7:00 PM

Call To Order: President Kay Hartley called the meeting to order and led the Pledge of Allegiance and 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 Schruppf

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
Steve Peachey, Fire Chief
Paul Munoz, Cicero/Jackson Township Plan Commission Director
Aaron Culp, Town Attorney
Paul Utterback, Storm Water Management Board President

Approval of Agenda:

Mr. Amos made a motion to approve the agenda. Mr. Foster seconded, motion passed.

Public Hearing On 2016 Budget

Ms. Unger read the proposed budget for the Town of Cicero for 2016. Mr. Schruppf made a motion to open the Public Hearing. Mr. Amos seconded, motion passed. Ms. Hartley asked if there were any questions or comments from the public. There were none. Mr. Foster made a motion to close the Public Hearing. Mr. Schruppf seconded, motion passed. Ms. Unger stated that the adoption of the 2016 Budget for the Town of Cicero would be October 6, 2015.

Approval of Prior Minutes:

Town Council Meeting Minutes, September 1, 2015, 7:00 PM – Mr. Schruppf made a motion to approve the Town Council Meeting Minutes, September 1, 2015. Mr. Amos seconded, motion passed.

Town Council Special Meeting Minutes, September 9, 2015, 6:30 PM – Mr. Foster made a motion to approve the Town Council Special Meeting Minutes, September 9, 2015, 6:30 PM - Mr. Schruppf seconded, motion passed.

Approval of Claims:

Ms. Unger asked for permission to pay two claims this week. One was for Caterpillar Financial Services Corporation for the first payment on the frontloader for Utilities in the

amount of \$29,395.03 and one for C.A.T. Excavating, Inc. for the second payment on the Hidden Bay Waterline replacement for \$149,823. Mr. Schrupf made a motion to approve the claims as presented including the two additions proposed by Ms. Unger. Mr. Foster seconded, motion passed.

Petitions by Citizens:

Troy Ferguson addressed the Council concerning the sidewalk in front of his business, Seven Sister’s Florist, at 289 S. Peru Street. He wanted to know what was going to be done around his business and showed photographs of the sidewalks and curbs. Mr. Amos stated that the curb would be replaced but not the sidewalks directly in front of Seven Sisters. The sidewalks to the south would be replaced by the Town with work to begin a little later. Mr. Ferguson was good with that.

President’s Report:

1. President Hartley stated that there would be an open house on September 29th in the 10 West banquet room for attendees to hear more about “Our Town Cicero” and the Main Street program.

Council Committee Reports:

1. Event Committee –Nothing this evening

Legal Counsel Report-Aaron Culp

Mr. Culp stated that he had nothing right now.

Cicero/Jackson Township Plan Commission Report:

Mr. Munoz stated he had nothing at this time.

Town Engineer Report-Mr. Keith Bryant:

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

Town of Cicero, September 15, 2015 Town Council Meeting, Engineer’s Report

1. **UV Project:** Following Council approval of Thieneman Construction’s bid for \$370,700 on September 10, we sent the Notice of Award to the contractor on September 11. Once they have submitted acceptable performance bonds, payment bonds and certificates of insurance, Agreements and the Notice to Proceed will be issued and signed. The contractor’s highest priority will be to get the equipment manufacturer to assemble shop drawings for our review to expedite the equipment delivery. We have informed the equipment supplier so that they can begin the process when possible.

2. **SR 19 Sidewalk Project:** Following Council approval of Dorsey Enterprises Concrete, Inc.’s bid of \$61,614.56 on September 10, we sent the Notice of Award to the contractor on September 11. Once they have submitted acceptable performance bonds, payment bonds and certificates of insurance, Agreements and the Notice to Proceed will be issued and signed. We would anticipate construction to begin as early as the week of September 28. We have contacted Ms. Sandy Landrum with INDOT to coordinate for the needed permit.

3. **Brinton Street Widening Project:** Following Council approval of Midwest Paving, LLC’s bid of \$118,940 on September 10, we sent the Notice of Award to the contractor on September 11. Once they have submitted acceptable performance bonds, payment bonds and certificates of insurance, Agreements and the Notice to Proceed will be issued and signed. We would anticipate construction to begin in October. Ideally, INDOT’s contractor will complete their widening at the intersection before Midwest Paving begins.

4. **Hidden Bay Water project:** CAT Excavating is Substantially Complete with the main line (OCRA) Project. They are working on the separate service line project and have completed approximately 24 of the 75 services are complete. CAT expects to have both projects complete in 3 to 4 weeks.

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

Thank you.

Keith Bryant, PE

Old Business:

Council To Discuss Tax Rate and Town Hall With Jason Semler With Umbaugh.

Mr. Semler introduced himself and Emily Sharkey, both with Umbaugh. Mr. Semler then distributed copies illustrating three different scenarios for bonds. Mr. Semler stated the Town's debt limit was \$1,366,608. The Town has a bond retiring in January 2016 with a tax rate of .0325. The Town has expressed interest in retaining that rate for a new bond and needed projects with Ms. Semler. Mr. Semler's first scenario was for a General Obligation bond of \$975,000 for fifteen years with a rate of .038. The second scenario was for a General Obligation bond for \$1,300,000 for fifteen years with a rate of .051. And the third scenario was for a General Obligation bond for \$1,145,000 for twenty years with a rate of .039. Mr. Semler discussed each scenario. The Council stated they wanted to keep the rate near what it was currently as to not affect what the residents pay and keep the Town's tax rate fairly constant. Mr. Semler stated to proceed he would need to know how many years and for what amount. Mr. Semler stated that he was fairly conservative with his numbers and that they could come out better than projected. There was an inquiry as to the difference it would make in dollars on someone's tax bill if we did not retain the rate. Mr. Semler did a calculation and then said this was approximate but about six dollars on a one hundred thousand dollar house. Mr. Semler stated that to move forward the Council would need to be ready to sign paperwork at the October 6th Town Council Meeting. Mr. Semler stated that they should have a list of proposed projects for the bond and that they should be general. Mr. Foster made a motion to move forward. Mr. Amos seconded, motion passed. Mr. Foster then made a motion to use the 20 year option and to have a maximum amount of \$1,300,000. Mr. Amos seconded, motion passed.

Council To Hear Update On SR 19 Project.

Ms. Hartley stated that this project has begun and is moving forward.

Council To Consider HWC Engineering Downtown Revitalization Plan Agreement.

Ms. Unger informed the Council that along with the HWC Engineering Downtown Revitalization Plan Agreement there was an agreement submitted by Mendenhall & Associates, LLC for the grant administration. The HWC agreement is for \$40,000 of which \$39,000 is covered by the grant and \$1,000 from Plan. Mendenhall's agreement is for \$3,400 and it will be taken out of the Town Council's Economic Development line item. Mr. Foster made a motion to approve both agreements and give Ms. Hartley permission to sign the Mendenhall agreement and Council to sign the HWC agreement. Mr. Schrupf seconded, motion passed.

New Business

Council To Consider Approval Of Purchasing Policy.

Mr. Culp informed the Council that when Nicole Buskill reviewed the Purchasing Policy she recommended some changes that did not affect the content but streamlined the verbiage. Mr. Foster made a motion to approve the Purchasing Policy and to allow Ms. Hartley to sign. Mr. Amos seconded, motion passed.

Council To Consider Amendment To Ordinance 09-15-2015-1 Purchasing Agency and Policies.

Mr. Culp noted to the Council that Ms. Buskill also recommended some changes in this ordinance and removed all references to town manager. Mr. Culp stated that the content stated the same. Mr. Schrupf made a motion to approve Ordinance 09-15-2015-1 Purchasing Agency and Policies. Mr. Amos seconded, motion passed.

Council To Consider Resolution 09-15-2015-2 Transfer Of Funds For Town Council, Police, Park, And CCD.

Mr. Amos made a motion to approve Consider Resolution 09-15-2015-2 Transfer Of Funds For Town Council, Police, Park, and CCD. Mr. Schrupf seconded, motion passed.

Council To Consider Interlocal Agreement With White River Township For 2016 ALS Service.

Fire Chief Peachey stated that there was a typographical error that needed to be corrected but that the White River Township trustee has approved it. Chief Peachey stated that the Council could approve and sign this evening with Ms. Unger making the correction tomorrow and then he would take it to the White River Township trustee to have the board sign. Mr. Amos inquired if this agreement included all of White River Township and Chief Peachey stated that it did. Mr. Foster made a motion to approve the 2016 Agreement with White River for ALS service. Mr. Schrupf seconded, motion passed.

Council To Consider Approval Of Re-appropriation Of Insurance Check In Amount Of \$15,461.00 To Repair Of Docks.

Mr. Schrupf made a motion to re-appropriate the insurance money for the dock repair to the Park's repair of docks line item. Mr. Foster seconded, motion passed.

Council To Consider Adding The Part-time Positions Of Community Development Specialist And Administrative Assistant For Plan Commission.

Mr. Munoz stated that the Council has discussed this issue several times and that there is money in the Plan Commission budget for the remainder of 2015 and for 2016 to pay both the Community Development Specialist position and the Administrative Assistant position and that there would actually be a savings to the Town. Mr. Amos made a motion to add the part-time position of Community Development Specialist to the staff positions. Mr. Foster seconded, motion passed.

Council To Consider Ordinance 09-15-2015-3 Amendment To The 2015 And 2016 Salary Ordinances.

This amendment is to fund the position approved above. Mr. Schrupf made a motion to approve 09-15-2015-3 Amendment To The 2015 And 2016 Salary Ordinances. Mr. Foster seconded, motion passed.

Comments By Citizens

1. Mr. Chris Lutz addressed the Council and inquired if the list of projects for the proposed bond issue would be available to the public. Mr. Culp stated that it would be as it would be a part of the paperwork that would need to be signed at the next meeting. Mr. Foster stated that the list was not complete yet.
2. Mr. Lutz then inquired if the Council has estimated the effect of the bond on the 1% circuit breaker with all of the funds and other entities. He stated that there was a law that determined how the circuit breaker was distributed. Ms. Unger stated that the State determined how the circuit breaker was distributed in the past and if we stayed with the approximate same tax rate the affect would be the same as it is now. The discussion continued briefly with Mr. Lutz stating that he would check into this.

Signatures on Official Documents!

Motion To Adjourn:

Mr. Foster made a motion to adjourn. Mr. Amos 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. Schrupf

Attested: _____
Jan Unger, Clerk Treasurer

The next Cicero Town Council Meeting will be on October 6, 2015, at 7:00 PM at the Cicero Town Hall.