



**TOWN OF CICERO**  
**TOWN COUNCIL MEETING MINUTES**  
**Tuesday, March 1, 2016**  
**At 7:00 PM**

**Call To Order:** President Brett Foster called the meeting to order. Boy Scout Hulka led the Pledge of Allegiance. Mr. Foster said the prayer. Mr. Foster called for the roll call and the members of the Town Council were present or absent as follows:

**Present:** Chad Amos  
Brett Foster  
Chris Lutz  
Rusty Miller  
Craig Penwell

**Absent:**

Mr. Foster 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, Fire Chief  
Paul Munoz, Cicero/Jackson Township Plan Commission Director  
Aaron Culp, Town Attorney  
Keith Bryant, Town Engineer

**Approval of Agenda:**

Mr. Amos made a motion to approve the agenda as presented. Mr. Miller seconded, motion passed.

**Christen Quakenbush to discuss a logo branding for Cicero.**

Ms. Quakenbush distributed a packet of information about her company. Ms. Quakenbush stated that she grew up in Cicero and would be honored to work on a marketing package for Cicero. There were several of her ideas in the packet. She stated that she usually provides three concepts and would tweak the concept two times. She would want the concept to last the test of time. Mr. Bowman stated that he would like to see a local contest with kids involved for the logo. Ms. Quakenbush stated that could be an aspect that would contribute to the vision. Ms. Quakenbush stated that she has worked for the Hamilton County Sheriff's Department and for the City of Noblesville on a couple of projects when asked if she had done work for other municipalities. Mr. Foster thanked her for her interest and said they would be in touch.

**Approval of Prior Minutes:**

**Town Council Retreat Memorandum with Department Heads, January 30, 2016.**  
**Town Council Retreat Memorandum, February 6, 2016.**  
**Town Council Department Head Meeting Memorandum, February 11, 2016.**  
**Town Council Meeting Minutes, February 16, 2016, 7:00 PM.**

Mr. Miller made a motion to approve all of the minutes and memorandums listed above.

**Approval of Claims:**

Mr. Lutz inquired about the sales tax item listed on the docket. Ms. Unger stated that the Town had to pay sales tax on the water sold monthly. Mr. Lutz made a motion to approve the Claims as presented. Mr. Penwell seconded, motion passed.

**Petitions by Citizens:**

1. Greg and Kathy Bowman to address Council about 2016 Lights Over Morse Lake (LOML) donation – Ms. Bowman informed the Council that she and Greg spoke with Mr. Munoz and Ms. Kmicikewycz regarding getting a larger representation in the pamphlet for LOML. The Town had paid for the pamphlets in the past out of the vendor fees: \$2000 for printing and \$500 for setup and layout. Ms. Bowman stated that they can do a half page ad for the Town; to do more than a half page would result in four pages needing to be added. Ms. Bowman stated that the committee also has to pay for additional police staffing, port-o-lets and generators which cost the committee around \$5,000. Ms. Unger stated that the vendor fees were helpful but not substantial. The current balance is approximately \$4,600. Ms. Bowman stated that Thomas Docks are back and the fireworks will be set off on the barge this year. She stated that there will also be a carnival with twelve rides, games, and concessions July 1<sup>st</sup> through July 4<sup>th</sup>. Ms. Bowman said that the committee received approval to use the State's Bicentennial logo. They are planning to sell T-shirts. The Hamilton County Tourism board is donating \$1,500 to the event and stated that Cicero is doing more than anyone else. Sunday, July 3<sup>rd</sup> will be called Indiana Day. The Balloon Glow will be in Community Park this year. There will also be a parade. There was a discussion about collecting money for the event during the weekend and fireworks. Ms. Bowman said they would like to do this but they do not have enough volunteers. One of their big fund raising events is the Boat Poker Run on June 4<sup>th</sup> which they do themselves with volunteers. There was a brief discussion about restrooms and the issue of keeping them clean. Mr. Bowman stated that they were willing to pay a monitor. Mr. Amos stated that the Council has given Mr. Cambre the authority to make any decisions regarding the parks during the Lights Over Morse Lake event. Mr. Penwell made a motion to approve \$3,000 participation by the Town for the programs and the ½ page ad; \$2,500 will come from the Festival Fund and \$500 will come from the General Fund. Mr. Amos seconded, motion passed.

**President's Report:**

1. President Foster stated that he had nothing this evening.

**Council Committee Reports:**

1. Events Committee – There was nothing.

**Legal Counsel Report- Aaron Culp:**

Mr. Culp stated that he had nothing.

**Cicero/Jackson Township Plan Commission Report-Mr. Munoz:**

1. Mr. Munoz stated that he had nothing.

**Town Engineer Report-Mr. Keith Bryant:**

Mr. Bryant reported on the following:

1. IDEM Violation Notice – Mr. Bryant informed the Council that Mr. Comer, Mr. Culp, Mr. Lutz, and he met with IDEM on February 24<sup>th</sup>. They reviewed everything the Town has done to improve the system. IDEM has reduced the penalty to \$3,300 and the Town has 60 days to complete an I & I investigation plan. They also had a discussion regarding the Town applying for the Clean Communities designation which they were favorable toward. The Town at this point has three options: 1. Accept the agreed order; 2. By September develop a Supplemental Environmental Policy; or 3. Do nothing. Mr. Bryant

stated that the Town would continue with wet weather violations and recommended that the Town accept the agreement. Mr. Culp stated that it was not going to get any better; he didn't think that IDEM was aware of the efforts the Town had made. Mr. Penwell made a motion to accept the agreed order and proceed with the I & I investigation plan and allow Mr. Foster to sign. Mr. Lutz seconded, motion passed.

2. WWTP UV Disinfection Project – Mr. Bryant stated that this project was substantially complete; needs to be ready to start up by April 1<sup>st</sup>. The contractor will be back around March 15<sup>th</sup> for final touches and training. At that point they will leave the system on.
3. SR 19 – Mr. Bryant stated that INDOT did not want the Town to do anymore damage to the pavement than necessary. This was discussed with Dorsey and they will need to hire someone to do the cuts which will add \$18,000 to the cost. Most of this will be covered by the agreement for reimbursement with INDOT. Mr. Amos made a motion to approve the change order and allow Mr. Foster to sign. Mr. Penwell seconded, motion passed.

## **Old Business:**

### **Mendenhall & Associates To Discuss C.A.T.'s Pay Application For Retainage.**

1. Ms. Henderson stated that with the conversation above by Mr. Bryant regarding the wastewater issues she would like to let the Council know that there could possibly be some grant help with those issues. Ms. Henderson stated that to determine low to moderate income there would need to be a random sampling of the Town done to see if they qualified. The Town could do an income survey and review the results. If it was determined the Town would qualify it would potentially have \$450-750,000 available for repairs.
2. Regarding Hidden Bay Ms. Henderson stated that they have received the final financial documents and the final claim for C.A.T.'s retainage. The retainage is \$38,780.20. Ms. Henderson asked for permission from the Council to release the retainage and give Ms. Unger permission to sign. Mr. Miller made a motion to release the retainage in the amount of \$38,780.20 to C.A.T. Excavating and allow Ms. Unger to sign. Mr. Amos seconded, motion passed.
3. There was a discussion on the Downtown Revitalization plan. Ms. Henderson stated that the plan was 60% complete. On Monday, February 29<sup>th</sup>, HWC presented a draft of the plan to the Steering Committee. At this time Ms. Henderson was requesting \$23,400 be paid to HWC Engineering. Mr. Amos made a motion to release \$23,400. Mr. Lutz seconded, motion passed.
  - a. On Monday at the Steering Committee meeting, the draft plan prompted very good discussions. Facades were in the plan but not a number one priority. Ms. Henderson informed the Steering Committee that there was up to \$400,000 available through OCRA for facades and that she thought the Town should apply for the grant and that it would need to be done before the Town potentially received the Stellar designation.

### **Mr. Cambre To Discuss Additional Appropriation For Parks Department.**

Mr. Cambre addressed the Council and asked that the additional appropriation request for Parks be changed from \$20,000 to \$25,000. Mr. Cambre stated that he has gotten an estimate of around \$25,000 to replace the floor in the Community Building. He thinks this will be the best solution for the floor. Ms. Unger then stated that she distributed a draft of the Public Notice for the Additional Appropriations. Ms. Unger stated that, as

the Council is aware, the Utilities office needs an upgrade on the server, backup system, and the Wi-Fi access. The estimated cost is \$12,000. She asked to add this to the Additional Appropriations. There was a discussion on this and where the money would come from. Ms. Unger stated that the money would come from the General Fund for the upgrades and from Parks' Department for the flooring. There is also a request for Additional Appropriations for Fire in the amount of \$20,000 for equipment and for Police in the amount of \$23,000 for equipment. Ms. Unger stated that there was money available. Mr. Amos made a motion to approve the Additional Appropriations requested. Mr. Penwell seconded, motion passed.

## **New Business:**

### **Council To Consider Interlocal Agreement With Noblesville For Annexation.**

Mr. Culp stated that he was approached by Andy Wert at the Noblesville Plan Commission regarding an interlocal agreement addressing annexation on 216<sup>th</sup> Street. The Council stated that they have reviewed the agreement and are ready to sign. Mr. Amos made a motion to approve the interlocal agreement with Noblesville. Mr. Lutz seconded, motion passed.

### **Council To Consider LED Lighting For Town.**

Police Chief Hildebrand stated that they have all of the quotes back from Ace Hardware on the LED lights. He stated that we were not ready to jump on the project yet. He stated that the Department Heads wondered what budget the funds would come out of, their department's budget or one of the Town Budgets. Mr. Amos made a motion to table and bring up at the Staff Meeting. Mr. Lutz seconded, motion passed.

### **Council To Consider Resolution 03-01-2016-1 A Resolution Of The Town Of Cicero, Hamilton County, Indiana Approving The Application To Become A Clean Community.**

Mr. Munoz stated that this is the application they have been working on. They have identified five goals and Ms. Kmicikewycz is ready to submit the application. Mr. Munoz stated that he heard from Clean Communities right after the meeting with IDEM on February 24<sup>th</sup> and they are good with us applying. Mr. Lutz wanted to know what the Town's responsibilities are if they received the designation. Mr. Munoz stated that there would be some reporting. Mr. Lutz inquired if there was any enforcement and Mr. Munoz stated that there wasn't. There are also no benefits for applying for grants. The benefit to the Town is that there would be energy cost reduction, prescription drug drop offs, recycling, etc. There would be no penalty though if these things were not done, just that we may lose the designation. Mr. Amos made a motion to approve the application. Mr. Lutz seconded, motion passed.

## **Miscellaneous**

There was none.

## **Comments By Citizens**

There were none.

**Signatures on Official Documents!**

**Motion To Adjourn:**

Mr. Amos made a motion to adjourn. Mr. Lutz seconded, motion passed.

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Brett S. Foster, President

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Chad B. Amos, Vice-president

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Christopher J. Lutz

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Robert J. Miller

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Craig S. Penwell

Attested: \_\_\_\_\_  
Jan Unger, Clerk Treasurer

**The Next Cicero Town Council Meeting will be on March 15, 2016, at 7:00 PM at the Cicero Town Hall.**