



**TOWN OF CICERO  
TOWN COUNCIL MEETING MINUTES  
Tuesday, February 19, 2019  
At 7:00 PM**

**Call To Order:** President Lutz called the meeting to order, led the Pledge of Allegiance and Ms. Unger gave the prayer. President Lutz called for the roll call and the members of the Town Council were present or absent as follows:

**Present:** Chad Amos  
Chris Lutz  
Craig Penwell, out at 7:35 pm  
Jack Russell  
Dan Strong

**Absent:**

Declare a quorum present.

**Others Present:** Jan Unger, Clerk Treasurer  
Charlie Cambre, Park Superintendent  
Terry Cooper, Street & Utilities Director  
Jim Hunter, Police Chief  
Lance Overholser, Fire Chief  
Keith Bryant, Town Engineer  
Bruce Freeman, Storm Water Management Board President

**Approval of Agenda:**

Ms. Unger stated that Chief Overholser would like to discuss the upcoming fire department vacancy and Ms. Gary would like to discuss reestablishing the CCD Fund, both under Miscellaneous. Mr. Amos made a motion to approve the amended Agenda. Mr. Penwell seconded, motion passed.

**Scott Hadler, with Umbaugh, reviewed the Water and Wastewater Financial Management Reports.**

Mr. Hadler began with Wastewater. He stated that in the comparison of fund balances and recommended reserves the Wastewater Funds are in good shape. Mr. Hadler stated that the 2018 Budget comparison for Operating and Disbursements is very close to the projection for both disbursements and revenue. For 2019, there is a small increase in both revenue and disbursements in the budget. Mr. Hadler stated that there are enough funds available to pay for the lift station upgrades.

As far as the VAC truck, it could be paid out of Wastewater also with the surplus cash. Mr. Strong injected at this point information for the Council as to the status of what happened to the VAC Truck. The tank imploded and the cost to replace the tank is \$40,000 and to replace the truck it will cost between \$350,000 to \$375,000. Mr. Strong stated the Council will receive more information on this at the Department Head Meeting.

Mr. Hadler stated that the schedule of forecasted fund balances includes the SRF Sinking Fund balance. Mr. Hadler stated that all items are fully funded. Mr. Hadler also reviewed the Amortization Chart for the remaining payments on the 2013 Bond Series. For 2019, the payments dropped substantially and the Storm Water Utility per ordinance stopped paying the \$50,000 a year they had previously. This also freed up money in the Wastewater Fund. Mr. Hadler inquire if there were any questions. Ms. Unger inquired about transferring money from Cash Operating to the Improvement Fund and Mr. Hadler stated that is certainly one of the options.

Mr. Hadler then reviewed the Water Financial Management Report. Mr. Hadler stated that the Water Funds are in good shape. Mr. Hadler reviewed the budget and revenue for 2018. Mr. Hadler reviewed the Schedule of Forecasted Receipts and Disbursements which show a steady cash balance. Mr. Hadler stated that next year is the final year of the 3-year rate schedule. Mr. Hadler stated that January 1, 2020 will be the final payment on the Water Bond payments. Ms. Unger explained that when the Financial Management Reports are completed in 2020 for 2019, they should consider having Umbaugh do a rate study for both water and sewer. She stated that is how Cicero Utilities manages to keep ahead of the game with rates, which does not cause a large increase all at once. Ms. Unger inquired of Mr. Hadler about the debt service reserve for water and he stated that could be used for the final payment on the bond.

#### **Approval of Prior Minutes:**

**Town Council Meeting Minutes, February 5, 2019, 7:00 PM –**

**Town Council Retreat Memorandum, February 9, 2019, 8:00 AM –**

Mr. Penwell made a motion to approve the Town Council Minutes for February 5, 2019 and the Town Council Retreat Memorandum for February 9, 2019. Mr. Strong seconded, motion passed.

#### **Approval of Claims:**

1. Claims for February 19, 2019 – Mr. Amos made a motion to approve the claims for February 5, 2019. Mr. Penwell seconded, motion passed.
2. CDBG claim voucher for Pay Application #3 from Recon in the amount of \$60,988.10 – Mr. Amos made a motion to approve Pay Application #3 from Recon in the amount of \$60,988.10 and allow Mr. Lutz to sign. Mr. Penwell seconded, motion passed.

#### **Council Committee Reports:**

1. OTC – Mr. Russell stated he had nothing this evening.
2. EDC – Mr. Lutz stated he had nothing this evening.
3. SWU Management Board Report – Mr. Freeman stated that Mr. Taylor has prepared a letter to send to residents with illegal discharges of Storm Water for the Council to review. Mr. Freeman stated that the letters for Morse Landing Drive residents with illegal discharges would be held off until Mr. Cooper and Mr. Taylor have an opportunity to investigate further. Mr. Lutz stated that he thinks the Council is going to have a presentation on the discharges. There was a presentation to the Storm Water Utility Management Board. Mr. Lutz ask to have Mr. Taylor review the presentation to the Council at the March 14<sup>th</sup> Department Head Meeting. They would discuss the letter after the presentation.

#### **Petitions by Citizens:**

1. There were none.

**President's Report:**

1. Mr. Lutz stated is appointing Cory Burkhardt to the Cicero Jackson/Township Plan Commission. Mr. Lutz stated that Ms. Burkhardt is the Sales and Marketing Director at Five Star Residences of Noblesville. She has been in property management since 2000. She has opened Senior Living building from the ground up. Ms. Burkhardt is a graduate from IUPUI and has been involved in many volunteer activities in the community.
2. Mr. Lutz stated that they are still looking for two EDC Members. They have a couple of interested persons with whom they are talking.

**Legal Counsel Report- Aaron Culp:**

1. Mr. Culp stated he didn't have anything at this time.

**Cicero/Jackson Township Plan Commission Report-Mr. Strong.**

1. Mr. Taylor stated MI Homes was covered above.

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

1. MI Homes – Mr. Bryant distributed copies of the letter he prepared for Mr. Taylor regarding MI Homes, Tamarack Section 2 Development Review. Mr. Bryant stated there are no show stoppers and there are just a few comments.
2. I & I Project – Mr. Bryant stated the preliminary work has started.
3. E. Jackson Street – Mr. Bryant stated that the bids are out. He will e-mail the plans to the Council. United has sent out about 30 notices and they are getting some interest. Mr. Lutz inquired if there would be any issues with the addition of the watermain. Mr. Bryant stated that would not be a problem as most of the contractors work with companies that deal with water. Mr. Bryant then distributed information on United's review of the manholes on East Jackson Street. Mr. Bryant stated that there is only one that needs to be rebuilt. All the rest have sound structures.

**Old Business:****Council To Award Bid For Lift Stations.**

Mr. Bryant distributed a copy of United's Bid Review and Recommendation for the Morse Landing Section 1 and Hidden Bay Lift Station Rehabilitation Project. Mr. Bryant reviewed the letter addressed to Mr. Lutz. Mr. Bryant stated that he met with Mr. Cooper and his staff to go over the bids. The base bid had the hydromantic pumps and these pumps are what is used in most of the rest of the Town. Mr. Bryant stated that United is recommending that the Town go with the base bid for \$622,000 from Watson Excavating, Inc. as the most responsive and responsible. Mr. Bryant stated that United is familiar with their work and have worked with them before. Mr. Amos made a motion to approve Watson Excavating, Inc. for the lift station rehabilitation project and allow Mr. Lutz to sign the Notice of Award, Notice of Agreement and the Construction Agreement. Mr. Strong seconded, motion passed.

**Council To Discuss Contract With Kent Steury For Water And Sewer Connections.**

Mr. Culp informed the Council that there is still some conversation on the contract, and it is not ready to approve. Mr. Amos made a motion to table. Mr. Strong seconded, motion passed.

**Council To Discuss Illegal Discharge of Storm Water Onto Town Streets.**

*(Remained Tabled)*

**New Business**

No New Business.

**Miscellaneous**

1. Chief Overholser informed the Council that Kevin Brock will be leaving on March 3<sup>rd</sup> to go to Westfield. The Fire Department is asking for permission to proceed with a lateral transfer. The Council was good with this process.
2. Ms. Gary addressed the Council concerning the reestablishment of the Town's CCD Fund. Ms. Gary stated that the current rate is .0426 and the maximum rate is .0500. Ms. Gary stated that if we reestablish the rate it would bring in approximately \$18,000 annually to the fund. Mr. Lutz inquired if there is a cost to do this. Ms. Unger stated only to advertise. Mr. Amos made a motion to approve proceeding with the reestablishment of the CCD Fund. Mr. Russell seconded, motion passed. Ms. Unger stated that Ms. Gary had informed her that there is legislation that may get passed this year to allow the rate to stay at .0500 in the future.

**Comments By Citizens**

There were none.

**Motion To Adjourn:**

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

**Signatures on Official Documents!**

\_\_\_\_\_  
Christopher J. Lutz, President

\_\_\_\_\_  
Chad B. Amos

\_\_\_\_\_  
Craig S. Penwell

\_\_\_\_\_  
Richard J. Russell V

\_\_\_\_\_  
Dan Strong

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

**The Next Cicero Town Council Meeting will be on March 5, 2019, at 7:00 PM at the Cicero Town Hall.**