

Town of Hamilton

7750 S Wayne St – PO Box 249

Hamilton, In 46742

DRAFT – NOT YET ADOPTED

December 7th, 2009 Town Council Meeting

7:00pm

1. Council President Brent Shull called the meeting to order at 7:00pm.

Roll call: Councilors John Damron, Will Nuttle, and Brent Shull were present. The Clerk Treasurer, Hester Stouder was present to record the meeting. Also present was Town Manager Milton Otero and Town Attorney Dan Brinkerhoff. Absent members included Dick Bacon and Jeff Bireley. Attached is a list of audience members.

2. Reading & Approval of November 2nd, 4th and 12th, 2009 Minutes – Councilman John Damron made a motion to approve the minutes as presented. Will Nuttle second the motion; motion carried with majority aye votes.

******Steuben County Economic Development Corporation – Bob Howard –** Mr. Howard updated those in attendance on progress that was happening in Hamilton regarding economic Development. He emphasized the importance of having space and “shovel ready” sites available for factories looking to relocate. He did say this was hard to do because so many things are unknown, including the need for water & sewer lines He promised despite the economical crunch he would continue to work hard at drawing companies to Hamilton. . Brent Shull asked if he had any information regarding the new company that may be moving into the Old Hillsdale Tool/Prather Building. Mr. Howard said he could not make any comments at this time, but expected the announcement to be coming soon.

3. Clerks Report -

- A. Claims – Clerk Treasurer Hester Stouder presented the claims for approval. Councilman John Damron asked about the line item showing the Town Attorney was paid \$300.00 to prepare BZA minutes, asking if the BZA was in need of a secretary. Mr. Brinkerhoff explained that there must have a reason for it because this was not his normal practice. He went on to say the BZA was not in need of a secretary because Milton usually takes minutes for them. With no other questions presented, John Damron made the motion to approve the claims presented, Will Nuttle seconded the motion, motion carried.
- B. Delinquent Accounts – Councilman Will Nuttle made a motion to approve the delinquent water/trash accounts as presented. John Damron seconded the motion, motion carried. Councilman Brent Shull made a comment about the list not getting shorter, but amounts past due appearing smaller. The Clerk confirmed that this was the case, and guessed that it could have something to do with the Holidays and people getting busy.

- C. The Clerk read a letter on behalf of her office heeding advice on remaining fiscally strong amidst tough economic times. *(Please see attached)* Will Nuttle said he felt there were other ways we could cut back costs, but did not go into details at this time.

4. Reports –

- A. Town Manager – Mr. Otero recommended Dave Hawkins to fill the position vacant on the plan commission. Councilman John Damron said he would like Mindy Gillen to also be considered for the position. Milton asked that each person mentioned and any others interested come see him. He will update the council at the next scheduled meeting so someone is in place and ready for the first meeting in January. The 2010 Holiday schedule was presented; John Damron made a motion to accept the schedule for 2010. Will Nuttle seconded the motion, motion carried. Mr. Otero presented the Hamilton Improvement Team liaison, John Damron with a certificate from Becky Skillman recognizing Hamilton as a Main Street Community. Milton informed the council of a storage facility that was broken into. The owners of the property were in attendance and asked the council and police department how this was going to be handled. After all parties involved took turns voicing their feelings and asking questions. Council President Brent Shull asked Officer Warner to continue working with the victims on ways to better protect the storage facility. The meeting with Steuben County Commissioners is scheduled for December 21st, 2009 at 9:00am. Brent, Will & Milton will all be in attendance to discuss financial support for 300 E. The census was also mentioned highlighting the due date for Boundary & Annexation amps in March of 2010. *(Please see attached)*
- B. Street Department – A request was placed for a new diesel mower. Figures were presented to include trade in values. After some discussion, a question was asked about putting a plow attachment on the new mower if purchased. Street Superintendent Mark Gerardot said nothing could be attached to the new unit. With all questions answered and verification of funds being available, Will Nuttle made the motion to purchase the new 325D/61" Deck mower from Vangordon Sales. John Damron seconded the motion; motion carried with majority voice aye votes. When discussing snow removal for sidewalks Town Manager Milton Otero said the Street Department would do the best job they could in getting them cleared during the week as they have in previous years. Council President Brent Shull said he would like to encourage residents to help in clearing their sidewalks and would like to make sure that there will be a clear path to and from the school. *(Please see attached)*
- C. Police Department – Mr. Otero recommended the council pay the Police Department for the Holiday Claim sheet turned in by Marshal Joe Patterson. He recommended taking the money from the gasoline fund to pay this additional payroll expense that were not budget for the year. Brent Shull said he appreciated Officer Warner's recommendations and information from other communities. Councilman Will Nuttle said this needed to be cleaned up and will be changed for 2010. With that John Damron made the formal motion to pay the claim this year but have the new language to reflect what has been discussed in

place before December 31st, 2009 and beginning January 1st, 2010. Will seconded the motion; motion carried with majority voice aye votes. *During this discussion it was noted by the Town Manager that many areas similar to the one mentioned above need to be changed.* (Please see attached)

- D. Water Department – The boring machine has been purchased. The department was asking for direction on what to charge for the services. Ideas were tossed around regarding minimum charges and price per foot. The council came to a consensus of \$15.00 per foot for the first 10 feet and then \$10.00 for every foot thereafter. Because this will not be an ordinance, the Water Superintendent Justin Stouder will update the paperwork for new water tap installments and present it to the Town Manager and council when completed. It can be inserted into the ordinance book for reference purposes. A spreadsheet will be kept showing the revenue brought in for the boring machine to see when the unit is paid off and able to be upgraded or replaced.

5. Old Business –

- A. Bids for Lake Street Parking Lot – Town Manager Milton Otero referred to the Bid results and described the obvious difference in funding available and cost of the project. He went on to explain changes that would help reduce the construction cost, in hopes of getting the project completed while staying within the remaining budget. He is continuing to get more information from contractors and recommended the funds be transferred to Rainy Day Fund due to the time of year and inability of doing construction at this time. Councilman John Damron motioned to reject all bids and start over when the amended plans are finalized. Will Nuttle seconded the motion, motion carried.

4. New/Old Business -

- A. Steuben County Economic Development Agreement/Appointment – Clerk Treasurer Hester Stouder presented the contract and appointment for the SCEDC. Will Nuttle motion Mr. Bob Howard to be elected as appointee for the Town of Hamilton, John Damron seconded the motion, and motion carried with unanimous voice aye votes.

Public Comments/Questions –

Mrs. Jan Myers asked what the \$3,500.00 was for that was discussed earlier in the meeting. Milton explained to her, that it was funds to accommodate an income survey study to help with grant applications. She asked if the Lake Street Parking lot were going to be gravel and if we purchased the property which Mr. Otero answered, saying yes to both questions asked. She also asked for verification that the meeting on the 21st of December 2009 was regarding 300 E? Milton said yes it was and he will report back with any information he receives.

Mrs. Mindy Bireley asked if the parking lot was going to be in addition to the current municipal parking lot? Mr. Otero responded that yes it is and when completed the plan is for it to have 10 stalls total with one being handicapped.

Mr. Jerry Rosswurm asked for an explanation regarding the “agency assist” calls and who finances what he believed were trips outside of Hamilton and wear and tear on the vehicles. Officer Warner and Mr. Otero said it isn’t always outside of Hamilton, sometimes it is just a paperwork, phone call or interviewing someone locally for another agency.

With no other comments or items of business, the motion to adjourn was made by John Damron and seconded by Will Nuttle. The meeting adjourned at 8:06 pm.

Hester Stouder - Clerk Treasurer

Brent Shull – Council President