

Town of Hamilton

7750 S Wayne St – PO Box 249

Hamilton, In 46742

DRAFT – NOT YET ADOPTED

June 15th, 2011 Town Council Meeting

6:30pm

1. Council President Will Nuttle called the meeting to order at 6:30pm.

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

2. Full Time Fireman – Council member Brent Shull started the conversation saying he was in favor of a full time fireman if they could work 40-60 hours for the Town in various areas. He said when talking with the Fire Chief, he was informed that a full time fireman would be a mandatory position in the next couple of years. He also said by having a full time fireman, response times would improve and provide better insurance rates for residents. Mr. Shull said he would still like to see the territory pursued and thought grants wouldn't be available much longer to help with funding. He ended by saying he thought it should be in the budget in case they can come up with a contract where the individual would also work for the Town. Mr. Jeff Bireley said he agreed with a lot of the same things Brent said, but felt all other avenues should be pursued first and that working with legislation for changes and help with funding was key. Larry Grantham said he felt like it was a lot of money to commit and grants should be looked into. Will Nuttle thought a contract committing them to work for the Town was a benefit but still was having a hard time accepting the expense and the position as full time. He had questions about who the fireman would be under, how many days off, etc. Because the fire department is under the jurisdiction of the Fire Board and only part of the Town through a contract, the Fire Board would have authority over the employee. Any changes would have to be looked into legally and agreed upon through a written contract. Town Manager Milton Otero suggested a meeting with the Fire Board and Town Council to discuss everyone's ideas and funding. He thought it might help everyone in making a decision about which direction was best. Milton will be setting up a meeting with the Fire Board for July 6th, 2011 at 6:30pm at the Town Hall. President Will Nuttle will be communicating with the Fire Chief about getting a job description to the council.

3. Lake Street Parking Lot – Clerk Treasurer Hester Stouder said the council discussed this project last year and did not put it in the budget because figures were not available for them to decide on. Town Manager Milton Otero said he has tried to contact Terry Fritch who provided work on the parking lot last year, but has been unable to get figures from him. An engineered drawing was done for the parking lot in 2010, but was much more work and money than the council wanted to do/spend. Milton will continue to touch base with Mr. Fritch about the parking lot plans, steps, railings, etc and have numbers available at the

next meeting scheduled for June 22nd, 2011. Council President Will Nuttle said if a figure were not available by the next meeting, he would like to see another contractor provide the information we need. The council will wait until the following meeting to see if they need to make a decision to look for another contractor.

4. Terry Lake Culvert – possible expense – Mr. Otero, Council President Will Nuttle and Street Superintendent Mark Gerardot met with T&E to go over solutions to the sinking culvert on Terry Lake. Mr. Otero said the company suggested soil samples be taken to determine if the soil was part of the problem. The Town was not in favor of this expense; T&E said they would be getting the samples at their expense. During the meeting Milton said no one walked away taking full responsibility, both parties said they needed to talk to either the Council or Owner and come back to the table. Milton said T&E had the impression the Town should pay for a portion of the cost to fix it because the contractor felt like they did a good job and should not assume responsibility for the road or culvert sinking. The council disagreed with this opinion and said with the bond for the project they should be covered and didn't feel like the Town should carry any of the responsibility. Milton will be in contact with T&E and will inform the council and clerk of figures when he gets them.

5. Annual Amounts for Drainage – The council agreed that drainage concerns needed to be reviewed and that it was in the Town's best interest to start budgeting for this. They would like to see a policy in place and for residential drains a 50/50 agreement similar to the old sidewalk split program. After residential drains were installed, the agreement with the property owner would outline responsibility, etc. Brent suggested putting it out for bid annually during January and March so the accepted bid was ready when the weather was good for work to start. Milton said he wasn't able to get policies because other communities didn't seem to have them instead they had drainage studies. He would use what information he was able to find/get to develop a policy for the council to review. The drainage work needed to be done around the community ranged from simple fixes to more complicated projects. The council would like to see the \$10,000 budgeted for 2011 used for the residents who have already listed complaints with the council. Then in future budgets they would like to see \$15,000.00 for drainage out of the CCD fund.

The clerk asked about the roads in Crystal Cove and the possible expense involved if the council accepted the roads. Mr. Otero said he would be bringing it before the council for a decision. Board member Brent Shull said the cost would be minimal and estimated it to be around \$3,000 total.

6. Vehicle Rotation for Departments – The clerk asked for the council's direction on how long vehicles are kept before rotating them out. The trend has been 3-5 years, for budget reasons this time frame will no longer be feasible. The clerk said the Police Department has a vehicle coming up for rotation and Milton said the Street Department did as well. He mentioned that Mark's Ford needed replaced but wasn't sure of the mileage, etc. The Street department has previously mentioned that a pay loader would be a beneficial addition in the future at a cost close to \$160,000.00. The council asked to get service, mileage

and maintenance information before making decisions about when vehicles are rotated, but agreed that the lifespan should be stretched beyond 3-5 years. Milton will get this information from the departments and provide it to the council by the next meeting. They would like to have the vehicles said to be ready for rotation at the next meeting so they can look at them and ask questions if needed.

7. Street Department Equipment for Snow Removal – The council agreed to purchase a blade for the Street Departments grasshopper to use for sidewalk snow removal. When the blade is purchased or a custom one is made, they want to ensure it will go down all of the sidewalks that need plowed. Until the council knows more about how much the blade will cost and if a contract were needed again for snow removal, the board would like to see \$1,000.00 budgeted from the MVH fund.

8. Annual Amount for Road Projects to prepare for when Major Moves is no longer available – The council would still like \$100,000.00 of major moves budgeted for 2012 and then \$15,000 out of the MVH fund and \$15,000 out of CCD. These amounts will be taken out during the 2012 budget year to prepare for the 2013-paving season when major moves will no longer be available.

9. Outsourcing Mowing – The council agreed that all mowing would be kept in house.

10. Additional Compensation for K-9 officer – Board member Brent Shull said he thought additional pay for the K-9 officer was a solution to a potential problem of the officer responding to more calls and running into overtime. The clerk said there was already a range in place to allow for officers to respond to a call and not run into overtime problems along with keeping in mind the K-9 officer already is getting an extra day off a month for time spent taking care of the dog. Brent said if they could increase the minimum number of hours worked and compensate with a flat pay amount rather than overtime he thought it would be a good solution for the position. He wasn't sure if this was something that the town could do, but thought it should be looked into. Councilman Jeff Bireley asked if they could monitor the time and then determine if the pay should be increased for the extra amount of hours? Clerk Treasurer Hester Stouder said it would depend on if it needed to be in the salary ordinance or not. If it was similar to Holiday pay it could be paid without being in the salary ordinance. President Will Nuttle said he felt like decisions with the dog was unfamiliar territory and that he would feel more comfortable if it was revisited after a year of the dog and officer being on duty.

Brent said he felt like continuing to give the day off a month, compensating him financially and increasing his hourly range to 179 through a contract would ensure coverage wasn't lost and would be the best solution. He wanted to see the additional amount set at \$2,000.00 paid bi-weekly added to his base pay. Milton will check with Dan to see if this is something the council can do.

Fire Department Roof – The council went and looked at the roof and was unable to see the damaged referred to. They reviewed the specs given by 5-star roofing and wanted other options and suggestions from a local roofing contractor. The board asked Milton to get recommendations from a contractor and use that information to provide specs for the repair or replacement. Milton will have the recommendation and information by the July council meeting. If the roof is replaced or repaired in 2011, the Town will have to cover the expense and the townships will provide reimbursement in 2012.

Does the council want to see seasonal labor in the budget? They did not want to see it in the budget, but would add this as part of the contract with the Full Time fireman if hired.

The clerk said it was suggested by Councilman Damron to see what the council thought of a flat raise for employees, giving an example of \$250.00. Board member Brent Shull said a 2% bonus on the employees base pay, not put into the salary ordinance would be a fair way to handle it since cost of living has gone up by 2%. The clerk asked if the new officer that would be hired in 2011 should be included in the bonus? President Will Nuttle said he felt like any employee given a bonus or raise should have at least one year served. The board wanted to see the figures before making a final decision but agreed something should be done since a raise had not been given in the past 2 years. The item will be tabled until the council has the figures to make a better decision. Those will be available by the next meeting June 22nd, 2011.

With no other comments or items of business, the motion to adjourn the council meeting was made by Brent Shull and seconded by Jeff Bireley the meeting adjourned at 8:00pm.

Hester Stouder - Clerk Treasurer

Will Nuttle – Council President