

Town of Hamilton

900 S Wayne St – PO Box 249

Hamilton, In 46742

DRAFT – NOT YET ADOPTED

February 5th , 2018- Town Council Meeting
7:00pm

1. Council President Tina Bosse called the meeting to order at 7:00 pm.

Roll call: Councilors Mary Vail, Tina Bosse, Danny Lingo and Steve Blum were present. Councilwoman Sandra Biegas was absent. The Clerk Treasurer, Hester Stouder was present to record the meeting. Town Attorney Dan Brinkerhoff and Town Manager Brent Shull were both present. Attached is a list of audience members.

Prior to the official business of the Town Council President Tina Bosse recognized Marshal Jeremy Warner for 20 years of service on the Hamilton Police Department. She then introduced Assistant Chief Frank Baldwin who thanked Jeremy for his service and dedication to the Town and Department. He presented Marshal Warner with a plaque and statue marking his achievement.

Reading and approval of the January 2nd, 2017 minutes – Councilman Steve Blum motioned to approve the minutes as presented. Danny Lingo seconded the motion, motion carried.

2. Clerks Report - *The clerk has submitted financial EOM/EOY statements and payroll to the Council.*

- A. Claims – Councilwoman Mary Vail made a motion to approve the claims. Councilman Steve Blum seconded the motion, motion carried.
- B. Delinquent Accounts – Danny Lingo motioned to approve the delinquent accounts, Mary Vail seconded the motion, motion carried.
- C. Approve \$96.92 expense – Clerk Treasurer Hester Stouder explained a difference of \$96.92 has been on the books from when the Clerk's office switched software companies in 2013. At the same time the payroll clearing account was dissolved. The difference has been consistent for 5 years and the Clerk was requesting the Council approve an expense of \$96.92 to clear this amount at the recommendation of the State Board of Account auditors. Without any objections or additional questions, Councilwoman Mary Vail motioned to approve the expense. Danny Lingo seconded the motion, motion carried.
- D. Declare Warrants Void – The Clerk Presented a list of warrants over 2 years old for the council to approve as void. After reviewing the list, Councilman Steve Blum motioned to approve the warrants presented void. Danny Lingo seconded the motion, motion carried.

- E. Website maintenance per month – Clerk Treasurer Hester Stouder asked if the Council would like to pay a minimal maintenance fee of \$100 per month to keep the old website up and going until the new one is ready. This sparked discussion with questions about how long the new site may take and what the hold up was. The Clerk explained the new site is much more extensive than the previous one that is very outdated technically and with little information that is correct to carry over. It is like starting from scratch. With some reluctance the Council agreed to pay the monthly fee for the old website and would like an update at the March meeting. They asked Brent and Hester to stay on top of the new company to expedite the launch date.
- F. The Clerk shared End of Year financial information with the Council and said their cash reserves will allow them to fund their budgets for the 2018 year without having to wait on tax distributions. She also confirmed their budgets have been approved by the State without any changes or reductions.
- G. Resolution for Transfers 2018-1 – The Clerk explained the list of transfers to close out 2017. Councilman Danny Lingo motioned to approve the resolution, Mary Vail seconded the motion, motion carried.

4. Reports

A. *Town Manager* – The UTV ordinance will be on the March agenda.

The Lions Club would like to put an electronic sign by the Police Department where the Star bank sign is now. They will be in contact with Star Bank for permission and will work with the Chamber on content. They would like the Town to be responsible for entering the information provided the board that will oversee it. AZZ has offered to galvanize the post it will sit on and the rest of the funding has already been secured. Brent will keep the Council updated on the progress of the sign.

The generator for the Town Hall has arrived and Brent was awarded a grant thru Steuben County in the amount of \$3000.00. Because it has already been paid for the money will be reimbursed by the County with a check sent to the Town.

Town Manager Brent Shull brought up the 150/beach project to the Council asking for confirmation that the Council was ready to move forward with putting the project out for bid. Councilman Danny Lingo stated he thought the project was on hold because the house couldn't be obtained to allow for a roadway and parking on the North side of the spillway. Steve Blum was under the same assumption. Mary and Tina thought the project was moving forward with the first set of plans putting the road on the North side of spillway. These different perspectives led to more discussion about going forward. The Council brought up safety, relief on the bridge across 150 and now TRINE's involvement with engineering a design for the beach area. Some board members also felt the engineers projected cost for the project seemed too low. Town Manager Brent Shull listened to everyone's concerns and then in an effort to answer many of their questions he walked them thru what has happened so far and what steps are in place to keep moving forward. *(These plans are available in the Town Managers office.)*

In conclusion Council woman Mary Vail motioned to complete the 150 project within the scope of Engineering Resources plans and estimated cost. Tina Bosse

seconded the motion, motion carried with a majority voting in favor and Councilman Danny Lingo voting opposed. *Please see attached report*

B. *Street Department* – The Street Department was presented with an opportunity to mow the Hamilton Cemetery for Otsego Township. If the Department agreed to it, they would be reimbursed by the township up to \$15,000.00. The Street Department was not in favor of taking it over citing additional equipment, extensive maintenance and the amount of man hours it would take. The Council agreed. Councilwoman Mary Vail motioned to not take on mowing responsibilities for the local cemetery. Steve Blum seconded the motion, motion carried. *Please see attached report*

C. *Police Department* – *Please see attached report.*

D. *Water Department* – The utility met with Zip Spider who would like to utilize tower space for internet service. The Tank company approved their placement plan. Now they would like the Town to consider allowing them space in addition to Alliance Internet that is already on the Towers. Prior to a formal agreement, Dan will review the agreement with Alliance and see if there would be anything prohibiting another internet company using the Tower.

Council President Tina Bosse asked how the new software was going and if everything had been switched over. Utility Superintendent Justin Stouder said it was a slow process and could take up to 5 years due to the various old meters still in the system.

There was mention of the School and Chamber being interested in adding stuff to the Water Towers during the next paint cycle. The utility will keep those who are interested updated with projected time frames. *Please see attached report.*

5. Old Business –

A. Board Appointments – Plan Commission seat – reappoint or replace Sandra Biegas – Due to Councilwoman Sandra Biegas' absence, Town Manager Brent Shull spoke on her behalf affirming she would like to be reappointed to the Plan Commission. Mary Vail motioned to do so. Danny Lingo seconded the motion, motion carried.

*** Council President Tina Bosse reported that the School board approved Robert Gaff to be reappointed to both the RDC and Park Board at their last meeting.

6. New Business –

A. Region 3A- board appointment – Council President Tina Bosse offered to fill the necessary appointment. Mary Vail motioned to appoint Tina Bosse to the Region 3A board. Steve Blum seconded the motion, motion carried.

Councilwoman Mary Vail asked about the leaf ordinance requested by the Lake Association. There were questions about how it could be enforced with so many variables. Town Attorney Dan Brinkerhoff said during his research he found where in place of an

ordinance most associations would put out an informational letter putting pressure on the residents and members to be more responsible lake owners. He would suggest that route over an ordinance that would be nearly impossible to enforce. In conclusion the Council agreed an Ordinance would be fruitless and instead decided it would be best if Dan and Tina discussed it further and came back with a solution for the Council.

Public Comments/Questions concerning ADA or other items of Business –

With no other comments or items of business, the motion to adjourn was made by Steve Blum and seconded by Danny Lingo, the meeting adjourned at 8:19 pm.

Hester Stouder - Clerk Treasurer

Tina Bosse –Council President