



Town of Williams Creek

Minutes – Town Council meeting Monday, December 10, 2018  
Hollyhock Hill Restaurant

Attendance:

Present:

Michael Wernke, Town Council Member  
Ted Dawson, Town Council Member  
Bob Parrin, Clerk-Treasurer  
Lynn Yates, Town Attorney  
Allen Kasper, Town Marshall  
Matt Neff, Town Council Member  
Maureen Burger, Town Council President

Absent:

Craig Skelton, Town Council Member

Others:

Jeff Berman  
Mo McReynolds (Mayor's Neighborhood Advocate)  
Kristin Kothe  
Melissa Averline  
Kristin Tomlyn

Agenda and discussion:

1. Council President M. Burger called the meeting to order at 7:30pm. A quorum was reached with four council members present.
2. M. Burger asked for comments and a motion to approve the meeting minutes of October 8, 2018. There being no comments, on a motion by M. Wernke, seconded by M. Neff, a unanimous vote approved the minutes as written.
3. R. Parrin updated the Council on Town finances. The month end November 2018 financial report previously distributed to Council members was reviewed. No extraordinary transactions were noted. Year end adjustments in December will be made to maximize transfers into the Rainy Day Fund, taking into account new rules for MVH and Law Enforcement funding.
4. M. Burger reported that C. Skelton has updated the Asset Management Plan road condition survey in advance of January applications with INDOT for a CCMG grant and DPW for an INIP grant. These grants require 25% match and 50% match respectively. Targeted roads are Broadway, 81<sup>st</sup> St, and Forest Blvd between College and Morningside Dr. R. Parrin reported that after year end adjustments it is expected that an estimated \$30k may be available in the Rainy Day fund for these applications. The INIP awards are expected to be made in February with CCMG awards in early March. The INIP awards require only that the funds be encumbered by the end of 2019.



Once finalized, R. Parrin offered to coordinate resurfacing of the street segments with DPW to piggyback off of City bids for work next year. Leveraging DPW's bid process on past road projects have produced significant savings for the Town.

As much of the street damage noted has been caused by home construction projects, M. Neff again raised the issue of being reimbursed by the project contractors. Some of the damage to Broadway, 81<sup>st</sup> St, and Forest Blvd can be attributed to home construction. While the Town negotiated certain commitments for street repair on the multi-home project off south of High, there is no formal process to secure commitments on projects in general. The Town is advised of construction permits if a variance is required, however there is no notice for regular permits issued by DMD. This should be addressed.

M. Burger will follow up with DPW regarding the sink hole at Broadway and Morningside Dr.

5. R. Parrin introduced contract award recommendations for a new police vehicle to replace the 2007 Ford which will be sold upon delivery of the new vehicle.

On a motion by M. Neff, seconded by T. Dawson, there was a unanimous vote to award the vehicle contract to Kelley Chevrolet in an amount of \$38,030.

On a motion by M. Neff, seconded by M. Wernke, there was a unanimous vote to award the vehicle accessories contract to Waymire, Inc. in an amount not-to-exceed \$8,693.81.

The Council previously agreed to finance this purchase. R. Parrin made application with the Indiana Bond Bank for financing through a lease-to-buy arrangement. Going through IBB foregoes the requirement to bid the financing, uses eight approved banks, and is not considered debt by SBOA. The best offer was through Wayne Bank of Richmond, IN.

R. Parrin introduced Resolution 2018-1 which authorizes the Town to enter the lease agreement. On a motion by M. Neff, seconded by T. Dawson, there was a unanimous vote to adopt the resolution. R, Parrin will coordinate the documents needed to disburse funds on delivery of the vehicle in February.

6. A. Kasper advised that a break-in and an attempted break-in were reported last month. They were on weekends in the late afternoon to late evening. It was suggested that a reminder of precautions to take to discourage burglaries be sent to all residents.

#### 7. Report on Safety and Security Committee

- The Town of Williams Creek CrimeWatch app has been downloaded by 30 residents and has been used to report at least 24 incidents. The Council continues to encourage download and use of this app.
- M. Burger advised that the Town has sent notice to Siemens regarding a different direction the Town is taking for security camera data transmission and system maintenance.
- A.Kasper introduced a proposal for monitoring security video using a Town database and an ethernet connection for each camera. It was agreed that he obtain a formal offer from the ethernet supplier regarding equipment and detailed installation plans for the Council to consider.

8. Mo McReynolds (Mayor's Neighborhood Advocate) introduced herself, the types of assistance that she can provide to our community, and her contact information.

7. Reports were made by the Sense of Place committee.



- The Town Foundation managed by the Central Indiana Community Foundation has nothing to report at present. Residents of the Town will be reminded of the opportunity to make a tax-deductible contribution before the end of the year.
- The Town directory is scheduled for an update in 2019. Responsibilities will be split among the Town Council members.

8. Several administrative issues were addressed.

- T. Dawson announced his resignation from the Council. Candidates for the position will be solicited.
- L. Yates produced documents to elect M. Wernke and M. Burger to new four year terms with each approved by three Council members. In addition, the Council elected M. Burger as Council President for the coming term.
- Annual statements of Anti-nepotism resolution compliance were submitted by T. Dawson, M. Neff, and M. Burger.

8. New business:

- M. Wernke advised that he was approached by a resident about installing solar panels. While a variance would not be required, he would like to receive input from the Council. It was suggested that he submit a schematic to the Council for feedback.

There being no further business the meeting was adjourned upon motion by M. Wernke at 8:30PM.

The next regular meeting of the Town Council is scheduled for Monday, February 11, 2019 at 7:30 PM at Holly Hock Hill restaurant.

Minutes recorded by R. Parrin, Town Clerk-Treasurer.