

Williams Creek Town Council Meeting

Meeting Minutes

October 12, 2020 @ 7:30 PM

Notice: This meeting is being held by electronic communications due to the COVID-19 Coronavirus Public Health Emergency in accordance with Indiana Governor Holcomb's Executive Order 20-04 and Indiana Code 5-14-1.5-3.6 as well as in person at Hollyhock Hills Restaurant.

Attendance:

Present:

Craig Skelton, Town Council President
Bob Parrin, Clerk-Treasurer
Michael Wernke, Town Council Member
Allen Kasper, Town Marshall
Maureen Burger, Town Council Member
Matt Neff, Town Council Member
Trent Sandifur, Town attorney

Absent:

Jason Sturman, Town Council Member

Others present:

Michele Lugosch
Paige Shelbourne

Agenda and discussion:

1. Council president C. Skelton called the meeting to order at 7:30pm. A quorum was reached with four council members present.
 2. C. Skelton asked for comments and a motion to approve the meeting minutes of August, 2020. There being no comments, on a motion by M. Neff, seconded by M. Burger, a unanimous vote approved the minutes as written.
 3. R. Parrin updated the Council on Town finances as of the end of September, 2020 as reflected in the financial report previously distributed to Council members. September results were as expected.
- R. Parrin advised that he has submitted the required documentation to request forgiveness of the Payroll Protection Plan funds received in early May. A decision will be available before year end.
- R. Parrin asked the Council if there were any questions or comments regarding the 2021 Budget previously discussed. M. Neff asked about the recently released LOIT and PST estimates for 2021. R. Parrin advised that the estimates are about \$5,000 less than advertised however this will not have an impact on the full year budget.

There being no further discussion, a motion to adopt the 2021 Budget was made by M. Neff, seconded by M. Wernke and unanimously approved for adoption by the Council. R. Parrin advised that he will proceed with the submission of all budget documents in SBOA's Gateway system

4. R. Parrin advised that the yield and stop signs stolen on Forest have been replaced. In addition, the light pole at the south end of Ridge has been repaired and relocated farther from the street. The signs stating the Town maximum speed limit of 25 MPH have been installed. R. Parrin will work with J. Sturman to update the speed limit database used in GPS systems.

There was discussion about future road maintenance requirements. In particular the construction vehicle damage to the intersection of High Drive and Hillcrest will require major repair including the storm water drainage infrastructure. The home construction activity in this area will continue well into 2021 or later. Funding for the engineering and reconstruction of the intersection was discussed. CCMG is one source. C. Skelton will inquire with INDOT about the scope of work that can be included in a new CCMG request as well as the maximum time allowed for project completion. Other work to be considered is another round of crack sealing and repair of 80th.

R.Parrin is obtaining the documentation for the close-out of the Town's last CCMG grant project from DPW.

R. Parrin presented the ROW tree maintenance services from Ace Tree Services Inc. and Green Arbor Tree Experts Inc. per the agreements between these firms and the Consolidated City of Indianapolis dated 1/1/2020 through 12/31/2022. He asked that the Council approve the use of these highly favorable on-call agreements by the Town. On a motion by M. Wernke, seconded by M. Burger, it was unanimously agreed to use these contracts.

R. Parrin reported that a large dead tree in the ROW on Forest will be removed 10/15/20 under this agreement.

5. A. Kasper reported that all has been quiet in Town. The security camera system is functioning well and we will be able to increase the resolution of the feed without sacrificing file storage. The new camera at 81st and Morningside Drive should be operational by month end.

There was discussion about the upgrade of the CrimeWatch application. M. Burger and M. Neff will follow up with the software company and advise. In the meantime, reports can also be made to A. Kasper's cell 317-563-2381.

6. T. Sandifur advised on progress to institute a road use fee on contractors to help offset the damage to Town streets caused by construction vehicles. He found that adding a new fee in the building permit process is a long and cumbersome procedure. It may be better to add onto one of the city's existing fees. He will report on the best path forward to the Council through M. Wernke

7. The Town's Halloween history was discussed. The Town will follow the Indianapolis Trick-or-treat guidance on Saturday, October 31 from 6-8pm. Residents are advised to review the COVID-19 guidance from the City of Indianapolis (<https://www.indystar.com/story/entertainment/arts/2020/10/02/indianapolis-trick-treating-city-issues-guidance-halloween/3572637001/>), the Indiana State Department of Health (<https://www.indystar.com/story/news/health/2020/09/30/halloween-2020-how-safely-celebrate-during-pandemic/5873221002/>), and the Centers for Disease Control (<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/holidays.html#halloween>).

Residents Michele Lugosch and Paige Shelbourne offered to help organize a Halloween function for Town residents earlier in the day. A draft of the program will be developed and finalized for publication using the Town's email system by M. Burger. The Council approved expenditures for candy, glow stick necklaces.

M. Burger proposed using a new supplier for the installation of Christmas lights on the spruce tree in the triangle. On a motion by M. Neff, seconded by M. Wernke the Council unanimously awarded a contract of \$1,470 to Christmas Tree Installers LLC. The lights used last year are the property of the Town. M. Burger will look at ways to repurpose these lights.

M. Burger proposed that the Town plant daffodils alongside the drainage channel in the triangle to be installed by volunteers. She requested \$625 for 1500 bulbs. On a motion by M. Wernke, seconded by M. Neff, the Council unanimously approved the expenditure.

8. M. Neff and M. Burger advised there was nothing new to report on the Williams Creek Town Foundation

The next regular meeting of the Town Council is scheduled for Monday, December 14, 2020 at 7:30 PM. Location TBD. .

There being no further business, the meeting was adjourned on a motion by M. Neff, seconded by M. Wernke.

Minutes recorded by R. Parrin, Town Clerk-Treasurer

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