

Town of Williams Creek

Minutes – Town Council meeting Monday, August 14, 2017
Hollyhock Hill Restaurant

Attendance:

Present:

Matt Neff, Town Council Member
Allen Kasper, Town Marshall
Bob Parrin, Clerk-Treasurer
Michael Wernke, Town Council Member
Craig Skelton, Town Council Member
Lynn Yates, Town Attorney

Absent:

Maureen Burger, Town Council President
Ted Dawson, Town Council Member

Others present:

Patty Hefner	Dennis Dann
Kristin Tomy	Ron Bundy - Siemens
Carolyn Schaefer	Mary Wernke
Scott Morris	

Agenda and discussion:

1. M. Neff was named to chair the meeting in M. Burger's absence. He called the meeting to order at 7:30pm. A quorum was reached with three council members present.
2. M. Neff asked for comments and a motion to approve the meeting minutes of June, 2016. There being no comments, on a motion by M. Wernke, seconded by C. Skelton, a unanimous vote approved the minutes.
3. R. Parrin reviewed the June 2017 financial report previously distributed to Council members. Cash balances were funds due to extraordinary items. These were the Security System donations at \$170k and the Community Crossings matching grant of \$42k. Other cash balances are sufficient for normal operating expenses.
4. R. Parrin presented a draft budget for FY 2018. Significant items for the Council to consider are:
 - The net assessed value for the Town is \$112,498,850 for 2018 vs. \$102,691,399 in 2017, a 9.6% increase.
 - The certified growth quotient for the 2018 tax levy is 4%.
 - A new patrol car with specifications defined by AI is included. This assumes a 36 month lease after which the Town would own the vehicle.
 - Town's pay rates for deputies and clerk-treasurer comparable to those of Meridian Hills. The gross pay impact is based on 2016 actual hours. Whatever the Council decides, it will be included in the 2018 Salary Ordinance in December.

- For budgeting purposes it is assumed that both street projects using CCMG funds will be completed this year. Town's share might be paid out of local option income tax funds which are in the general fund. This needs confirmation as it would require the use of only \$7,000 from the Rainy Day Fund. The Town saved \$17,336 leveraging DPW costs. It's unclear how to return the excess grant at this point. R. Parrin is working with DPW on sorting this out.
- The Council advised that the budget should be prepared on this basis. The Council will review the budget at the September meeting and subsequently adopt it at the October meeting. Wage and salaries will be considered at the December meeting with the adoption of a 2018 salary ordinance.

5. R. Parrin advised that he met with DPW officials on several drainage problems around Town. DPW has agreed to repair them and has issued service requests to its contractor, Citizens Energy Group, to make the necessary corrections. DPW will follow up with CEG to establish a schedule including SR109684558 presented by Mr. Morris. The Council inquired about a Town storm water system survey for planning purposes. DPW will be contacted.

6. A. Kasper reported on recent activity.

- He advised that the Town patrol car is equipped with Narcan, a drug for the emergency treatment of opioid overdose and all personnel have received training on administering it.
- The Sheriff's department will no longer provide transportation and oversight of arrestees due to budget cuts. This responsibility will fall on the arresting deputy.
- The recent burglary in Town was discussed. It seems that the thieves are entering the Town on foot. Security lighting by residents is recommended. Residents are reminded that calling 911 will result in an immediate response to suspicious activity.
- L. Yates reported that a Mutual Aid Agreement is being drafted by the Meridian Hills town attorney for our review.
- R. Parrin found that the TOMH is not listed on the TOWC liability insurance policy.

7. Report from Safety and Security Committee

- M. Neff briefed the group about the security system project. The Town approved a new system for real time monitoring capability. Siemens has successfully tested a camera and router combination at Forest/Morningside and Westwood/High.
- The Siemens representative will submit an implementation plan by next week which will trigger the first progress payment. The multi-view cameras are on order. Installation will commence the first week of September.
- The enclosures for the equipment are much larger than those currently in use. Siemens will work with R. Parrin to optimize the mounting location.
- The new pole for Penn & Willow Spring is on order. At this point delivery is the end of October. In the meantime, the Town's contractor will begin site preparation and underground boring for the electrical service.
- On-going costs for the system must be finalized and provided for in the 2018 budget.
- At the request of residents, R. Parrin had a traffic mirror installed at the intersections of High/Hillcrest. The Council unanimously agreed to fund the installation of a 36" mirror at 79th/Morningside using a repurposed pole now at Penn & Willow Spring.

8. Report from Revenue Stream Committee (Wernke and Burger)

- M. Wernke has submitted a 2018 Community Crossings Grant application for road repair. With a 25% contribution by the Town, more resurfacing can be completed under the new funding rules.
- The resurfacing of Morningside Dr. from 79th to Forest has been completed. Hillcrest has been deferred pending completion of the heavy construction traffic for the new home at 7922 Hillcrest.

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

- The Town continues the process of a full review of the Town's Administrative Code(1992). The Council has been solicited for update ideas to be submitted to L. Yates.
- Mary Wernke briefed the Council on a new web site about to be launched. The url is www.townofwilliams creek.org. Development is being funded by donations.
- A new Town logo was presented and is included on the new web site. It was paid for with donations.
- The Council discussed a long term plan for the Town's ROW trees. On a motion by M. Wernke, seconded by C. Skelton, the Council approved funding up to \$500 to develop a plan by an arborist. P. Hefner has discussed a plan with a local tree service arborist. R. Parrin has scheduled a meeting for August 17 with another arborist, P. Hefner and M. Burger to discuss his approach to a Town plan and tree inventory. R. Parrin has received the City's current contract with two tree services for maintenance and planting costs that may be beneficial as the Town moves forward with a plan.
- Kelly Noga is making progress on the Town Fall Fling social function to be held October 29 from 4pm-6:30pm. Food and drink has been arranged. More to follow.

10. New business: None

There being no further business, on a motion to adjourn by C. Skelton, seconded by M. Wernke, the meeting was adjourned.

The next formal meeting of the Town Council is scheduled for Monday, October 9, 2017 at 7:30 PM at Holly Hock Hill restaurant. A budget review meeting is scheduled for Monday, September 11 at 7:30 PM at Holly Hock Hill restaurant.

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