

**Town of Georgetown
Regular Meeting
February 18, 2020
6:30 P.M.**

Pledge of Allegiance

Roll Call:

Council members present: Chris Loop, Gary Smith and Ben Stocksdales. Kathy Haller and Billy Haller were absent. Also attending: Kristi Fox, Bob Woosley, Julia Keibler, Jessica Alexander and Sergeant Travis Speece.

Approval of Minutes

Ben Stocksdales made a motion to approve the Regular Town Council Meeting Minutes on January 21, 2020. Seconded by Gary Smith and approved 3-0.

Clerk Treasurers Report

When the heaters were installed at the utility shop there was an additional bill that was outside of what was originally appropriated. The invoice is from Pierce Bottled Gas for another propane tank for \$1,654.43.

Chris Loop made a motion to approve the invoice from Pierce Bottled Gas for \$1,654.43. Seconded by Gary Smith and approved 3-0.

The State Board of Accounts arrived this morning and will be conducting a three-year audit. There are two auditors that will be here for at least a month.

Sergeant Travis Speece

The full quotes were received for new police vehicles. The 2020 Ford Explorer is \$41,804.78. The 2020 Dodge Durango \$44,916.63. The Explorer is part of the Waymire Fleet. Either vehicle would be able to meet our needs.

Chris Loop made a motion to approve the purchase of a 2020 Ford Explorer for \$41,804.78 to be paid for out of Gaming. Seconded by Ben Stocksdales and approved 3-0.

There have been discussions about electric vehicles for the fleet.

The radio has to be purchased separately from Motorola for \$3,000.63. The radio purchase is included with the total price of \$41,804.78. There will be three separate invoices for the Explorer.

The security system at the Police Station has had some issues. It needs to be updated. Quotes were received from Smartwire Inc. for \$4,605.76. This would be to install cameras and audio and video in the interview room. Three additional cameras will be added outdoors and will include a door bell system. These are internet connected as well, so that it may be viewed from anywhere. There was a quote received from Best Buy and for the same system it was around \$1,100 for one wireless camera and \$1,200 for one wired camera. When speaking with Smartwire Inc. if we ever need to move the system we can without any issue. The quote from Smartwire Inc. is actually less because tax had been included.

Ben Stocksdales made a motion to approve the surveillance estimate from Smartwire Inc. for \$4,426.00 to be paid for out of Gaming. Seconded by Gary Smith and approved 3-0.

A list of outdated equipment was presented. There are currently low band radios that are surplus. No buyers have been located because it is so outdated.

The old Blazer does not have any value to the Town anymore. R-20-03 gives the Town the ability to put the Blazer up for sealed bid. Sergeant Speece suggested putting a minimum bid of \$500.00 on it. The utility crew was asked to provide information on the back hoe that was discussed at the last meeting. It is a 1995 Ford New Holland back hoe and is not in workable condition. The reserve would be \$250.00.

R-20-03

Chris Loop made a motion for approve Resolution R-20-03 A Resolution for Sale of Personal Property. Seconded by Ben Stocksdales and approved 3-0.

The sale will be advertised in the newspaper and at Town Hall. Bids will be opened at the public meeting in April.

Sergeant Speece spoke with Tim Cooper in the Utility Department about extending the culvert just outside of the Police Department. Tim Cooper can do the work and there may already be stone available to use. A new drive would be created and could possibly be paved when paving takes place at a later date. Any additional paving would be separate and not included in the current paving.

Officer Lawson went to Miracle Zone Daycare and did a school bus safety class for the kids. He handed out books.

The new Reserves have begun their field training.

The Police Department has partnered with Carfax. They will now be able to search partial plate numbers and help with investigations. They will now be able to upload crash information for insurance companies.

Public Works

Nothing to report.

Town Attorney

Nothing to report.

Town Engineer

The Waste Water Treatment Plant is continuing to work through the remaining punch list items. The Plant is running correctly and is not affected by the remaining items. The issue we are having is that the upgrades we made should go into an automatic mode but the new sensors are causing air leaks. The manufacturer is going to remedy the situation and is waiting on parts.

Retainage is still being held in the amount of \$81,608.23.

The air compressors at the Plant need to be upgraded. There is more flow and heavier use. What we currently have is working but they are going to get worn out. They are cycling on and off a lot. This will need to be addressed at a later date.

NPDES is the permit for the plant that allows us to operate legally. We submitted a revision to our application due to Chris Loop being President. With that revision IDEM recommended that we revoke our permit and reissue with the new extended time line. Our permit was going to expire in February 2021. We would be good for another five years.

Novaparke is being monitored because of the sanitary sewer. We do not have any control over any of the other construction since it is all County. Bob Woosley did meet last week concerning potential railroad issues and what the contingency is if the railroad ever changes its mind with the sewer crossing. The force main could be rerouted if needed but this would be serious issue because we have many mains that cross under the rail road.

Is the County exempt from the review fees for the Plan Review? We have an ordinance but it does not exempt them from fees, Ordinance G-16-04. We did not make them aware of any fees. This will need to be reviewed by the Town Council. There are many services that we share with the County. It should be documented somewhere.

The Main Street Sidewalk and Wall Project will be mobilizing soon. Kristi Fox and Bob Woosley have been working together and meeting with property owners to get the final paperwork signed. There is not an exact start day yet.

The Town Council had instructed Bob Woosley to get plans together for the next phase of sidewalks while Koetter is here and working. Hopefully, this will lead to some good quotes from contractors. Survey work needs to be done and an hourly rate from Jacobi, Toombs and Lanz was quoted for up to \$10,000. This quote would depend on what they find in their research. Bob Woosley will begin working with them.

Lakeland Estates Attorney has been following up on some items. He has been looking at the IURC and what steps need to be taken. It is going to be a long process.

Georgetown Park is being surveyed by Hart Surveying. The Park is going to be done in phases. There is a map of the different phases. The first phase will be the basketball court area and the parking lot area. Phase 1A would be the area across the street and looking at a safe way to cross State Road 64. Potentially a flashing light where you push a button and pavement markings. We will have to work with INDOT to get approval. These will be bid on together by contractors. The Town Council would like to have this completed this construction season. Phase 2 will consist of reworking the parking lot at Town Hall.

Overall, the estimate for Phase 1 and Phase 2 was possibly around \$200,000.00. There will be paving, stone, surfaces, drainage, pathways, lighting etc. a complete redesign.

Chris Loop made a motion to approve the engineering proposal for Phase 1 and Phase 2 for the Georgetown Park Master Plan with a fee of \$22,500.00 to be paid out of Gaming. Seconded by Ben Stocksdales and approved 3-0.

Stormwater Water items that have a budget are 1815 Kepley Road, Payne Street, Estate Circle and Copperfield Drive. 1815 Kepley Road and Payne Street have been awarded to Fulkerson. Estate Circle will be the first to be designed.

The Stormwater Board met on February 11, 2020 to have a discussion about these and other projects. They have recommended approval for consideration by the Town Council a new fee structure. They have recommended what Floyd County does and charge \$3.25 per EDU. If you are a residential property owner the charge would be \$3.25 a month. Then if you are anything other than a residential property owner there is a calculation that goes into the fee. A commercial customer would be based on square footage. This would generate additional revenue for Stormwater projects. Bob Woosley will follow up and get the cost of implementation with the County to run through tax bills.

Vactor Pit would be installed at the Waste Water Treatment Plant behind the sludge processing building.

The Stellar Communities application meeting will be coming up on March 4, 2020. The County is leading this endeavor. Chris Loop met with them last week and has another meeting this coming week. He has provided them with projects the Town is working to complete. If we receive the Stellar Grant, any of the projects we are currently funding or have in the past five years, will go towards our matching dollars contribution.

Storm Water Advisory Committee (SWAC) works with the Stormwater Board. SWAC helps us with our yearly stormwater reporting requirement. There is a contract renewal with QK4 who manages the program and works with SWAC. They split the fee based on population and The Town of Georgetown fee is 1.94%. The total fee for them is an hourly rate not to exceed \$1,200.00 yearly. They offer discounted materials, training to keep us in compliance and Bob Woosley recommends that we renew the contract with QK4 for 2020.

Chris Loop made a motion to approve the renewal of the contract with QK4 for up to \$1,200.00 to be paid for out of Stormwater. Seconded by Ben Stocksdales and approved 3-0.

Legacy Springs lift stations force main is having serious problems all the way down. The issue appears to be sand, rocks and other items that have somehow gotten into the force main. We don't know how, but over time it has choked down the flow. The last week has been spent pumping and flushing the system. The flow has been flipped over to a spare 4-inch force main that had been installed for future expansion. The spare 4-inch main is working. While the spare main is in use, continued cleaning will take place on the original force main. When the spare force main was installed, there were not any air relief valves put in at that time. Without air relief valves the force main can get air locks. We have not experienced this yet, but it is not an ideal situation.

Bob Woosley has requested quotes to be installed on the spare system. The engineers estimate is that the cost will be between \$30,000.00 - \$50,000.00 to install the air relief valves. The funds to pay for this should come from the sewer tap fees. The benefit of this is that it prevents an air lock, we are able to use both force mains without fear and it gives us some redundancy. A special meeting has been scheduled for February 27, 2020 to open bids.

The Community Crossings Matching Grant Funds paperwork needs to be signed by Chris Loop. The paperwork officially requests our funds from them and they have already started the process. It appears that this is a different process than previous years. Last year the work had to be completed and paid, then funds were released.

Ben Stocksdales made a motion to allow Chris Loop to sign the Notification of Contractor Award & Request for Funds letter from INDOT. Seconded by Gary Smith and approved 3-0.

U.S. Census Bureau has asked communities to validate boundaries and update data.

Chris Loop made a motion to allow Chris Loop to sign the 2020 Initial Boundary Validation Program and report to the Census Bureau. Seconded by Ben Stocksdales and approved 3-0.

Plan Commission

Nothing to report.

Storm Water Board

Nothing to report.

Old Town Hall Committee

Nothing to report.

Ball Park Committee

Nothing to report.

Agenda Items

Old Business

Rainelle Woods HOA

No one from the Rainelle Woods HOA was present for the meeting. Bob Woosley to meet with the President of the HOA concerning speed bumps.

New Business

Shredding Quotes

Chris Loop discussed with all of the departments the need to dispose of documents that are no longer needed. There are some items that must be kept permanently, but there are other items that need to be safely destroyed depending on the retention schedule. A shred bin will assist in this process and can then be ongoing.

There are two quotes that were received. Shred-it quoted pickup every four weeks at one location \$80.25 and includes two bins or pickup every four weeks at two locations for \$68.75 and includes two bins. Greenway Shredding and Recycling \$35.00 every four weeks, no contract, free 1 x 50 box purge and free e-scrap/electronic recycling and hard drive shredding for \$8.00.

Chris Loop made a motion to approve the shred agreement with Greenway Shredding for \$35.00 every four weeks with no contract to be paid for out of General. Seconded by Ben Stocksdales and approved 3-0.

R-20-04

Greenway provides electronic recycling and this resolution allows for the disposal of these items. All of the departments put together a list of all of the old equipment that is being stored. Exhibit A defines the property listed as worthless and able to be disposed of.

Chris Loop made a motion to approve Resolution R-20-04 A Resolution for Disposal of Personal Property. Seconded by Gary Smith and approved 3-0.

Architecture Quote for Town Hall & Police Station

Last year during budget season the Clerk's office asked for \$75,000.00 for renovations to this building. Many of the items we talked about were carpet, paint, updating some of the electronics for public presentations, bathrooms etc. Recently, all departments meet with Tom Millea from LMH Architecture in New Albany. He looked at the building, its current layout and how we use it. There was a discussion about combining departments and/or looking at a renovation for this building and the police department.

Based on the scope of work the proposal from LMH Architecture is \$18,200.00. This does not include any construction costs, engineering or surveys. This would be a long-term project probably completed in phases.

Gary Smith made a motion to approve LMH Architecture services contract to be paid for out of Gaming. Seconded by Ben Stocksdales and approved 3-0.

Redevelopment Façade Program

The Redevelopment Commission has been working on this for some time. The full funding was not received until the end of 2019. Under the terms of the program, we would reimburse 50% of a project's costs up to a maximum of \$5,000.00 with preapproval of the project. A similar program is used by the City of Jeffersonville. If you are a homeowner or business owner within the identified redevelopment area, you would fill out the application, describe the improvements and estimate costs. The project would be to improve the façade of the property. It would then be reviewed by the Redevelopment Commission and either approved or denied. If approved, the receipts from the project would be turned in and up to 50% would be reimbursed with a maximum of \$5,000.00.

Everything would be paid for out of Redevelopment Funds.

Ben Stocksdales made a motion to approve the Redevelopment Commission's proposal for the Redevelopment Façade Program. Seconded by Gary Smith and approved 3-0.

Redevelopment Commission will meet again on Tuesday, March 3, 2020 at 6:00 P.M.

Update on German American Investment Account

Ben Stocksdales spoke with German American a few weeks ago to look at our investment account. The Town of Georgetown has funds that are invested. Since we are a municipality the investment options are limited to CD's. German American is acting as an RIA (Registered Investment Advisor) and they charge investment fees for their services. Our fee is 20 basis points, which means 0.2%.

Ben Stocksdales spoke with them to see if they do any commission-based investing to see if we could save the Town any money and they do not at German American. They only do a fee-

based platform. It would be a good idea to bid out to see if there are any other investment firms, banks or brokers that will do a brokered CD without the 20 basis points wrap fee. The fee from last year was a little over \$10,000.00.

Kristi Fox to look at the ordinance that was put into place and type up a request for a proposal.

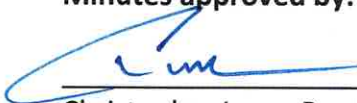
Claims Docket

Gary Smith made a motion to approve the claims docket. Seconded by Chris Loop and approved 3-0.

Adjournment

Gary Smith made a motion to adjourn the meeting. Seconded by Ben Stocksdales and approved 3-0.


Minutes approved by:




Christopher Loop, President



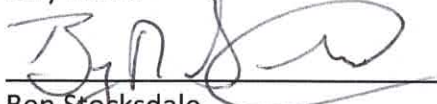
Gary Smith, Vice President



Kathy Haller



Billy Haller



Ben Stocksdales

Attest:



Julia Keibler, Clerk Treasurer