

## July 24, 2023

The Ellettsville, Indiana Town Council met before the regularly scheduled Town Council Meeting for a Budget Work Session at 5:15 at the Ellettsville Town Hall Meeting Room located at 1150 W. Guy McCown Drive to discuss the 2024 Proposed Budget. No decisions were made and was discussion only.

**Roll Call:** Members present were William Ellis, President; Trevor Sager, Vice President; Scott Oldham and Dan Swafford. Pamela Samples was absent. Sandra Hash, Clerk-Treasurer and Mike Farmer, Town Manager and were also present.

**Supervisors present:** Kevin Patton, Kip Headdy, Denise Line, Jimmie Durnil and Jeff Farmer

The meeting adjourned at 5:35.

The Ellettsville, Indiana, Town Council met for a regular meeting on Monday, July 24, 2023 at the Ellettsville Town Hall Meeting Room located at 1150 West Guy McCown Drive. William Ellis called the meeting to order at 6:30 p.m. Jimmie Durnil said a prayer followed by Kevin Patton leading the Pledge of Allegiance.

**Roll Call:** Members present were William Ellis, President; Trevor Sager, Vice President; Scott Oldham and Dan Swafford. Pamela Samples was absent. Sandra Hash, Clerk Treasurer; Michael Farmer, Town Manager; Darla Brown, Town Attorney was also present.

**Supervisors participating:** Denise Line, Kevin Patton, Kip Headdy, Jimmie Durnil and Jeff Farmer were present.

### **Resolution 11-2023 to Reschedule the Opening of Bids for the Jack's Defeat Stormwater Project**

#### **Open Bids for the Vine Street Stormwater Project**

**Darla Brown, Town Attorney** explained that the Town advertised in the paper for the bids to be opened at this meeting and at the previous meeting there were some significant questions. Andrew Miller from Christopher Burke Engineering issued an addendum and after discussion with Michael Farmer, Town Manager it was decided it would be better to table to allow more time for the bidders. Indiana code for public bidding allows the postponement if the council finds there is a good reason for it and there is another date set in place for the opening the bids so it doesn't have to be advertised in the paper again. Michael Farmer, Town Manager added that there hasn't been any bids submitted but the Engineer for the project has been in contact with the interested possible bidders so they are aware of the changes and arose from the questions. It was discussed that there needs to be a meeting with at least 3 board members on the 31<sup>st</sup> if possible to open the bids and take them under advisement. Scott Oldham made a motion to approve Resolution 11-2023 to reschedule the opening bids for the Jacks Defeat Stormwater Project thus tabling the opening of bids for the Vine Street Stormwater Project. Dan Swafford seconded. Roll call vote: William Ellis – yes; Trevor Sager – yes; Scott Oldham – yes; Dan Swafford - yes. Motion Carries. Date set for the meeting is July 31, 2023 at 6:00 pm at Townhall.

#### **Approval of the Minutes for the Regular Meeting July 10, 2023**

**William Ellis** entertained a motion for approval of the minutes of the regular meeting June 12, 2023. Dan Swafford so moved. Trevor Sager seconded. Roll call vote: William Ellis – yes; Trevor Sager – yes; Scott Oldham – yes; Dan Swafford - yes. Motion Carries.

#### **Accounts Payable Vouchers and Payroll**

**William Ellis** entertained a motion to pay Accounts Payable Vouchers and Payroll for July 10, 2023. Scott Oldham so moved. Dan Swafford seconded. Roll call vote: William Ellis – yes; Trevor Sager – yes; Scott Oldham – yes; Dan Swafford - yes. Motion Carries.

#### **Resolutions**

#### **Resolution 10-2023 Approving Adoption of the Comprehensive Plan**

**Denise Line, Planner** discussed that on October 10, 2022 Town Council signed Task Order #3 which was to create a Comprehensive Plan update and development of a Unified Development Ordinance (UDO). Task Order #3 was signed with Taylor Seifker Williams Design Group, LLC. The Comprehensive Plan provides a vision for the future growth and development of Ellettsville. It does not change the current zoning. The last update of the Comprehensive Plan was 2018. Early on, it was decided to incorporate the Comprehensive Plan into the Envision Ellettsville Plan which was completed in May 2022. The only item needed for the Comprehensive Plan was the land use chapter. The Plan Commission started the Comp Plan process on January 12, 2023, with a review of the land use map proposed by Taylor Siefker. The Plan Commission discussed the comp plan at every meeting. Community involvement is crucial to a comp plan and this was done through the Envision Ellettsville process and task force meetings that have been held at Town Hall since February. The Plan Commission members were provided with a copy of Chapter 4 titled Our Land Use Plan at its May 4<sup>th</sup> meeting and reviewed it on June 1<sup>st</sup>. At its July 6<sup>th</sup> meeting, the Plan Commission voted to give a favorable recommendation for the comp plan to the Town Council and is requesting approval and adoption of the Comprehensive Plan. Dan Swafford asked for clarification about the public and private utility providers and density bonuses. Denise Line explained there isn't much to that and it is explained in the UDO. Public comments were positive at the Plan Commission meeting and there was no one against it. Public Comment: **Kyle Hannon**, Envision Ellettsville project thanked everyone for their support of the project and the brainstorming involved from the community. Approving the comprehensive plan is the first step to moving ahead with the vision plan for Ellettsville. **Dan Rarey**, Ellettsville Chamber, encouraged adopting the plan and it is important to the Town that it gets approved. **Valerie Dewar**, Ellettsville Chamber member is excited that the Town has come together with the Chamber and Main Street for the Envision plan and supports voting to approve. **Jerry Sanders**, Richland Bean Blossom School Superintendent and citizen encouraged support of this plan and appreciates to consider us all partners in growing the community and the youth to invest in our future. Trevor Sager made a motion to approve Resolution 10-2023 Approving Adoption of the Comprehensive Plan. Dan Swafford seconded. Roll call vote: William Ellis – yes; Trevor Sager – yes; Scott Oldham – yes; Dan Swafford - yes. Motion Carries.

### **Ordinances on Second Reading**

#### **Ordinance 2023-07 to amend Section 33 of the Ellettsville Town Code Regarding the Town's Purchasing Procedures**

**Darla Brown**, Town Attorney explained at a previous Town Council meeting she was asked to create this Ordinance to allow the Town Manager to purchase services of accountants and engineers less than \$50,000.00 without Town Council approval. Scott Oldham made a motion to approve Ordinance 2023-07 to amend Section 33 of the Ellettsville Town Code Regarding the Town's Purchasing Procedures. Trevor Sager seconded. Roll call vote: William Ellis – yes; Trevor Sager – yes; Scott Oldham – yes; Dan Swafford - yes. Motion Carries.

#### **Ordinance 2023-08 to Amend the Town's Hiring Procedures**

**Darla Brown**, Town Attorney explained at a previous Town Council meeting she was asked to create this Ordinance to for the Supervisor's to be able to hire candidates for part-time employment including part-time firefighters and police officers at the supervisor's discretion with the approval of the Town Manager. Previously the Town Council required all hires to be hired with council approval. Scott Oldham had questioned if this Ordinance could be passed because the Council serves as the board of safety and since there is a sworn component to that he isn't sure the Marshal has the ability to authorize their swearing in. Darla Brown, Town Attorney believes it can be done Indiana code allows the Marshal to appoint his deputies and the Council is the safety board for the purposes of the disciplinary statute. When the Town joined the 1977 Pension Plan the Police and Fire Department were required to establish pension boards that is different than a safety board. There is already a section in Town Code regarding part-time employees, this is strictly for Police and Fire. Scott Oldham made a motion to approve Ordinance 2023-08 to Amend the Town's Hiring

Procedures. Dan Swafford seconded. Roll call vote: William Ellis – yes; Trevor Sager – yes; Scott Oldham – yes; Dan Swafford - yes. Motion Carries.

### **Flood Report**

**Michael Farmer**, Town Manager discussed a flood from the recent rainfall between 3.5 to 3.9 inches of rain in a couple of hours. He mentioned there was a considerable amount of debris and a foot of water on Vine Street and the Street, Utility and Fire Department cleaned it up and did a wonderful job.

### **New Business**

#### **Fire Department request a conditional offer for employment pending an acceptance into the Perf 77' fund for Sam Saft**

**Kevin Patton, Fire Chief** explained he is currently part-time and they have a full-time position open and they are looking for a conditional offer pending a PERF (Public Employee Retirement Fund) physical. Scott Oldham made a motion to extend a conditional offer of employment to Sam Saft pending the acceptance into the 77' Public Employee Retirement Fund. Trevor Sager seconded. Roll call vote: William Ellis – yes; Trevor Sager – yes; Scott Oldham – yes; Dan Swafford - yes. Motion Carries.

#### **Architectural Services for Proposed Public Works Facility**

Michael Farmer, Town Manager explained they met with an Architectural Firm to build the new facility. They sent a proposal of \$180,000.00 for a \$4.5 million dollar project. They will send that to the council for later discussion.

### **Privilege of the Floor**

**Kyle Hannon**, Envision Ellettsville thanked the board for their approval of the Comprehensive Plan. He mentioned the Task Force meetings are scheduled for tomorrow and are being combined into one. It will be at 3:00 to discuss funding the ideas. He encouraged everyone to attend who is interested.

### **Supervisor Comments**

**Jeff Farmer** discussed needing new gutters on the sludge storage barn at the Wastewater Plant. He tried to get 3 estimates but only received 2. Lowest quote was Koontz Roofing and is requesting approval to accept the lowest bid. Scott Oldham stated this falls under the approval of the Town Manager and doesn't need the board's approval.

**Jeff Farmer** discussed how he reached out to Wessler Engineering recently because one of the things the State Revolving Fund (SRF) requires is an Asset Management Plan for the future of Water and Wastewater. There is a lot of growth coming to the west side and he needs someone to take a good look at the way the sewer system drains and the capacity. The Asset Management Plan would be a tool needed for approval of any project. The price is not to exceed \$60,000.00 and is needed for the growth and how we service them. Sandra Hash, Clerk advised that we do have an asset plan and advised they should review that and use that as a base to provide what we need. Jeff stated that it is important to meet the details the SRF needs and it would be funded with the Capitol fund for capital projects. Currently they are not involved with them but most municipalities are and if they were going to need a new Wastewater Treatment expansion in the future it would be wise to use those funds as opposed to FDA that are 40-year loans. This plan would only be for Wastewater. Scott Oldham made a motion to accept the proposal from Wessler Engineering as described. Trevor Sager seconded. Roll call vote: William Ellis – yes; Trevor Sager – yes; Scott Oldham – yes; Dan Swafford - yes. Motion Carries.

**Jimmie Durnil** explained that the Ellettsville Police Department receives funds from the Cares Grant and recently Zach Michael was recognized for his high DUI arrest record. Richard Hall is on the same track for this year.

**Denise Line**, Planner explained they received a grant to move the old log cabin a while back and they have now selected the moving company and have signed our portion of the

agreement. They are anticipating moving it to Town Hall in August but won't be added to their calendar until they receive the contract. She also mentioned the Ellettsville Envision Plan received the Hoosier Planning Award from the American Planning Association at their meeting in May.

**Council Comments**

**Dan Swafford** mentioned he recently attended a Transit meeting with Bloomington, Commissioners and the Mayor along with Pamela Samples. Basically, they are pulling the funding from county to county on transit and if we continue the services, it our cost will be roughly \$170,000.00 to provide rides from Bloomington to handicapped and residents with no other means of transportation. There are several more meetings coming and Darla Brown, Town Attorney will attend the next meeting with them and he will report back once they have more information. This will become effective as of January 1, 2024 and if the Town doesn't pay for it the service will discontinue. Currently they provide approximately 5,000 rides per year from Ellettsville to Bloomington. Dan Rarey who serves on the board of directors for Area 10 for Aging explained Area 10 that runs Rural Transit is being cut out and losing funding because of Urbanization and absorbed by Bloomington Transit. This will be catastrophic for the citizens.

**Michael Farmer**, Town Manager mentioned that there is a Retirement Party for Scott Bruce at Town Hall beginning at noon tomorrow with lunch provided. Scott has been with the Town for 15 years. Everyone is invited.

**Adjournment**

**William Ellis**, Council President adjourned the meeting at 7:11 p.m.

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William Ellis, President

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Trevor Sager, Vice President

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Scott Oldham

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Pamela Samples

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Dan Swafford

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Sandra Hash, Clerk Treasurer, IAMC, MMC