

**April 27, 2020**

Due to COVID 19, The Ellettsville, Indiana, Town Council met for a virtual meeting on Monday, April 27, 2020 by Zoom. Dan Swafford called the meeting to order at 6:30 p.m. Trevor Sager led the Pledge of Allegiance followed with a prayer by Jimmie Durnil.

**Roll Call:** Members present were Dan Swafford, President; Scott Oldham, Vice President; Trevor Sager, Pamela Samples (joined late) and William Ellis. Sandra Hash, Clerk-Treasurer; Darla Brown, Town Attorney and Mike Farmer, Town Manager and were also present.

**Supervisors present:** Mike Cornman, Jimmie Durnil, Kevin Tolloty and Danny Stalcup.

### **Approval of Minutes**

Dan Swafford entertained a motion for approval of the minutes of the regular meeting on March 9, 2020, Executive session, Work session and Emergency meeting for March 16, 2020. William Ellis so moved. Scott Oldham seconded. Roll call vote: Dan Swafford – yes; Scott Oldham – yes; William Ellis – yes; Trevor Sager – yes. Motion carried.

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

Dan Swafford entertained a motion to pay Accounts Payable Vouchers and Payroll for March and April. Scott Oldham so moved. Trevor Sager seconded. Roll call vote: Dan Swafford – yes; Scott Oldham – yes; William Ellis – yes; Trevor Sager – yes. Motion carried.

### **Resolutions**

#### **Resolution 10-2020 to Declare a Local Emergency**

**Darla Brown**, Town Attorney explained the resolution was to memorialize the conversations and votes during the March 16, 2020 meeting declaring a local emergency due to the COVID-19 pandemic and will remain in effect until Governor Holcomb resends his emergency declaration or the Town Council cancels the Resolution or passes a new Resolution in a regular or special meeting. All resolutions, Ordinances and motions approved remotely will need ratified once Town Council starts meeting in regular forum. Scott Oldham made a motion to approve Resolution 10-2020 to Declare a Local Emergency. William Ellis seconded. Roll call vote: Dan Swafford – yes; Scott Oldham – yes; William Ellis – yes; Trevor Sager – yes. Motion carried.

#### **Resolution 11-2020 to Enact COVID-19 Emergency Employee and Operations Policies and to Enact Procedures and Formalities during a Disaster Emergency**

**Darla Brown**, Town Attorney explained the resolution sets forth the actions taken at the March 16, 2020 meeting to closing and restricting public access to municipal buildings during the COVID-19 pandemic along with personnel matters conducted at that meeting. All resolutions, Ordinances and motions approved remotely will need ratified once Town Council starts meeting in regular forum. Trevor Sager made a motion to approve Resolution 11-2020 to Enact COVID-19 Emergency Employee and Operations Policies and to Enact Procedures and Formalities during a Disaster Emergency. William Ellis seconded. Roll call vote: Dan Swafford – yes; Scott Oldham – yes; William Ellis – yes; Trevor Sager – yes. Motion carried.

### **Ordinances on Second Reading**

Ordinance 2020-15 to replace Section 150 of the Ellettsville Town Code Regarding Building Department, Building Commissioner and Building Codes

**Darla Brown**, Town Attorney discussed they are waiting on approval from the state and they have not received that yet and asked this be tabled. Scott Oldham made a motion to table Ordinance 2020-15 to replace Section 150 of the Ellettsville Town Code Regarding Building Department, Building Commissioner and Building Codes. William Ellis seconded. Roll call vote: Dan Swafford – yes; Scott Oldham – yes; William Ellis – yes; Trevor Sager – yes. Motion carried.

Ordinance 2020-16 to add Roundabout to the Traffic Section of the Ellettsville Town Code



**Darla Brown**, Town Attorney, explained there will be new signage adding Yield signs on every entrance to the roundabout located in Litten Estates on Raymond Run. Trevor Sager made a motion to approve Ordinance 2020-16 to add Roundabout to the Traffic Section of the Ellettsville Town Code. Scott Oldham seconded. Roll call vote: Dan Swafford – yes; Scott Oldham – yes; William Ellis – yes; Trevor Sager – yes. Motion carried.

## Old Business

Final Approval of Economic Revitalization Area for KeHe Distributors, LLC and Economic Development Agreement

**Kevin Tolloty**, Planner, asked for this to be tabled, he is still waiting for final word from KeHe and considering the Resolutions that are pending. Dan Swafford made a motion to table Final Approval of Economic Revitalization Area for KeHe Distributors, LLC and Economic Development Agreement. Scott Oldham seconded. Roll call vote: Dan Swafford – yes; Scott Oldham – yes; William Ellis – yes; Trevor Sager – yes. Motion carried.

## New Business

Request to move Officer Dustin White from Part-time to Full-time retroactive to March 27, 2020

Jimmie Durnil, Town Marshal explained Dustin was scheduled to attend the academy in May and all those classes have been put on hold during the pandemic and will not know when they will open that back up. His period has been extended to attend until July of 2021. Marshal Durnil would like to request he be moved to full-time to receive full benefits. He currently has been working a full-time schedule. Scott Oldham made a motion to move officer Dustin White from Part-time to Full-time retroactive to March 27, 2020. Trevor Sager seconded. Roll call vote: Dan Swafford – yes; Scott Oldham – yes; William Ellis – yes; Trevor Sager – yes. Motion carried.

Local Roads and Bridges Matching Grant Agreement between the Indiana Department of Transportation and the Town of Ellettsville

**Denise Line**, Assistant Planner explained they were awarded a grant for paving and it must be applied for every year. This year it was done differently not dividing streets into projects and is all listed under one grant. The grant covers 11 streets to be paved totaling \$357,154.42 with the Town matching \$119,051.52. She is requesting approval from Town Council to approve that Dan Swafford sign the agreement from INDOT (Indiana Department of Transportation) to proceed. Funds have already been budgeted per Sandra Hash, Clerk Treasurer. William Ellis made a motion to approve the agreement and for Dan Swafford to sign on behalf of the Town. Scott Oldham seconded. Roll call vote: Dan Swafford – yes; Scott Oldham – yes; William Ellis – yes; Trevor Sager – yes. Motion carried.

Agreement between the Town of Ellettsville and Baker Tilly Municipal Advisors for Continuing Disclosure Services on Bonds

**Darla Brown**, Town Attorney explained the agreement is for Baker Tilly is like the previous agreements from the past for Baker Tilly to review recording requirements on Bonds and authorize them to create reporting required for compliance. Scott Oldham made a motion to approve the agreement between the Town of Ellettsville and Baker Tilly Municipal Advisors for Continuing Disclosure Services on Bonds. Trevor Sager seconded. Roll call vote: Dan Swafford – yes; Scott Oldham – yes; William Ellis – yes; Trevor Sager – yes. Motion carried.

## Privilege of the Floor

**Kenny Blackwell** announced he had recently purchased the 17 acres on highway 46 across from Indiana University Credit Union and had shared his plans for it with Michael Farmer, Town Manager. His plans are to include 3 commercial lots up front, 156 apartments in the middle and 18 single family lots in the back. Town Council looks forward to receiving more information regarding this purchase as it progresses.



**Jennifer Pearl**, President of the Bloomington Economic Development Corporation (BEDC) serving Monroe County. She publicly thanked everyone for their cooperation during the pandemic. She expressed great gratitude for all the essential workers on the front lines and their families who support them. It has been remarkable how everyone has pulled together during this difficult time. They work closely with the stabilization and recovery for the economy. They are hosting on Wednesday, the State of the Bloomington Regional Economy if anyone is interested. She looks forward to continuing to work together as the community bounces back from this. Dan Swafford thanked her for all her efforts.

**Emily**, Editor of the Ellettsville Journal and reporter from the Herald Times introduced herself and explained she covers the meetings in the paper and just wanted to acknowledge her presence and thanked everyone for their time.

### Supervisor Comments

**Michael Farmer**, Town Manager thanked all the employees for their efforts and the BEDC for all their cooperation. He also thanked Denise Line and Kip Headdy for all their work on getting another grant for the Town.

**Kevin Tolloty**, Planner and **Sandra Hash, Clerk Treasurer** questioned thoughts on returning to work as normal. Dan Swafford will address that during Council Comments.

**Danny Stalcup**, Street Commissioner explained he has been keeping up so far with 2 guys mowing everyday and 1 cleaning the streets.

**Kip Headdy** discussed the pending grant for paving. He explained the need for advertisement for bidders be put out in order to meet the deadlines required. With Townhall being closed they need to establish a reasonable approach to receive the bids to by the May 26<sup>th</sup> meeting.

Darla Brown, Town Attorney will work with Kip, Kevin and Denise on putting the information online and getting the bids. The award letter was dated April 17<sup>th</sup> and we have 4 months from that date to have materials and a contract in place. Denise Line explained, the longer we wait the longer it takes to receive the money due to the fiscal year being different for the state running from July 1 through June 30. No funds are distributed during the month of June causing funding to be pushed out until later in the year. Sandra Hash recommended dropping the bids in the Utilities mailbox and given to Darla Brown.

### Council Comments

**Dan Swafford** thanked everyone in the Town for all their exceptional efforts during this time. It was determined and agreed by the Council that until Governor Holcomb announces his decision on re-opening the state, it cannot be determined as to when we can resume normal working hours for our employees. Governors restrictions are outlined in the Resolutions covered in this meeting.

**Scott Oldham** mentioned the community need in feeding our community and recommended a \$2,500.00 donation from the Town to Troop 279 to assist the food pantry needs. Sandra Hash, Clerk Treasurer stated the funds are available in the promotion of Town Business line for the donation. He made a motion to approve the \$2,500.00 donation. William Ellis seconded. Roll call vote: Dan Swafford – yes; Scott Oldham – yes; William Ellis – yes; Trevor Sager – yes; Pamela Samples - yes. Motion carried.

**Dan Swafford** also mentioned any if anyone knew of small businesses in need to make them aware that the Food and Beverage Tax has grants available to help during this time. Anything to promote tourism. Applications can be found online at the Monroe County website. William Ellis encouraged business to apply also for the EIDL loan from the small business administration and Payment Protection Plan for their employees.

**Michael Farmer**, Town Manager also mentioned the Pantry 279 needs a new home. He is actively assisting them in relocating to a larger facility. Anyone with any suggestions, please let him know.

**Scott Oldham** gave a shout out to Richland School Corporation in their efforts in feeding the community in need. They have done a terrific job.

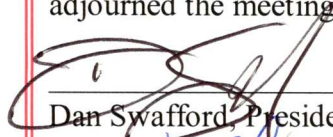
**Mike Farmer**, Town Manager also mentioned banners being placed at each end of Town, purchased by Main Street Ellettsville to support the Seniors of Edgewood High School. They

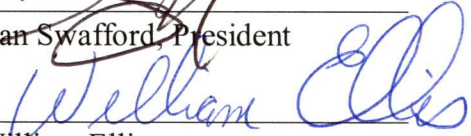
have definitely missed out on their time to shine and the Town will support them in any way they can in order to give them the recognition they deserve.


**Mike Cornman**, Fire Chief, questioned the use of training room at the Fire Station for meetings if some restrictions are lifted. Meetings are small, but depending on the restrictions, he would like to maintain social distancing and has the direction he needs to comply.

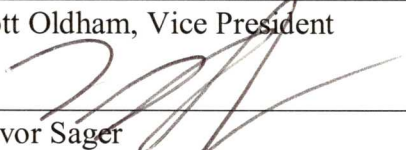
**Adjournment**

Pamela Samples made a motion to adjourn. William Ellis seconded. Dan Swafford adjourned the meeting at 7:22 p.m.

  
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Dan Swafford, President

  
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William Ellis

  
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Scott Oldham, Vice President

  
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Trevor Sager

  
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Pamela Samples

  
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Sandra C. Hash, Clerk-Treasurer, IAMC, MMC