

MINUTES

MARCH 13, 2017

ROME CITY TOWN COUNCIL
PUBLIC MEETING
ROME CITY TOWN HALL
402 KELLY STREET
ROME CITY, IN 46784

Meeting was called to order by Carl Castle at 6:30pm. All members, Carl Castle, Gary Furlow and Nick Heffner present.

Also present, Brenda Conley, Leigh Pranger, Paul Hoffman, Jim Sheffield, Terry Williams, Mrs. Mayfield, Mike Maggart with Niblock, Skip Rash, Bill Fosnaugh, Mike Votan and Bob Lowden with Lakeland Electronics, Emily Arata, Jan Johnson and Bill Eberhard.

Carl Castle asked for a motion to wave reading the minutes from the last meeting. Gary Furlow made the motion. Nick Heffner seconds the motion. 3 ayes, 0 nays. Motion carried.

OLD BUSINESS:

TWIN ISLAND ROAD PARKING

Bill Eberhard explained the parking ordinance for Twin Island Road. There will be no parking on the east side. On the west side parking will be allow priority for Twin Island guest and residents, 32 feet from the edge of Sylvan Lake and west side of Twin Island Road south of North Shore Drive 100 feet from the intersection. All other parking on the west side will be posted no parking and tow away zone signs. Bill stated this is a fire lane for all residents on Twin Island road and a safe guard in case the fire or emergencies equipment need to use the road. Skip Rash asked why this parking is a priority just for the residents on Twin Island Road. Bill stated historically they have parked there for years. Bill stated if they become a problem then report to the town council. Bill asked Mr. Rash to please give it a year and see what happens. Carl Castle asked if there were any more comments. There were none. Bill Eberhard read ordinance 2017-03. Carl Castle asked for a motion to suspend the rules and approve on the first reading. Nick Heffner made the motion to suspend the rules and approve on the first reading. Gary Furlow seconds the motion. 3 ayes, 0 nays. Motion carried.

ROAD BIDS

Carl Castle opened the sealed road bids. Niblock, Bayview \$90,915.00, Lakeside Court, 3930.00, total \$94845.00. API, Bayview \$93125.50, Lakeside Ct. \$5811.00, total \$98,936.50. Brooks, Bayview \$110,445.00, Lakeside Ct. \$9672.00, total \$120,117.00 and Pulvers, Bayview \$116,997.50, Lakeside Ct. \$6995.00, total \$123,992.50. All members looked over the bids. Gary Furlow asked Mike Maggart with Niblock when they could start. Mike stated the town was the first bids this year so he could pencil us in whenever the town is ready. June would work the best due to school being out. Gary asked Mike to pencil in the town for June 15, 2017. Mike stated he would and would get back with Leigh. Carl Castle asked for a motion. Gary Furlow made the motion to accept the bid from Niblock for a total of \$94,845.00 for Bayview and Lakeside Court. Nick Heffner seconds the motion. 3 ayes, 0 nays. Motion carried.

FARM LAND

Leigh presented a sealed bid from Jeff Bidwell on farming the about 9 acres of farm land by the sewer plant. Carl Castle opened the bid and it was for \$300.00. Brenda stated he paid \$350.00 last year. Jeff Bidwell was the only bid. Carl Castle asked for a motion. Gary Furlow made the motion to accept the bid of \$300.00 to farm the land from Jeff Bidwell. Nick Heffner seconds the motion. 3 ayes, 0 nays. Motion carried.

ADDITIONAL CARMERA AT TOWN HALL

Jim Sheffield introduced Mike and Bob with Lakeland Security and Electronics. Jim stated they installed the other outside cameras. Mike presented the quote for 2 cameras outside and one in the basement at a cost of \$2704.37. Jim stated they will be installed on the south side of the building towards Grant and Lion Drive the other will be showing the back parking lot then the other in the basement. Gary asked about installing one on the north side of the building toward state road 9. Jim thought that was in the quote, it was not. Mike stated another camera would cost \$875.00. Jim also presented the town council with keyless entries for the door. All council members wanted to look over everything before deciding. Carl Castle asked for a motion to table. Gary Furlow made the motion to table until a future meeting. Nick Heffner seconds the motion. 3 ayes, 0 nays. Motion carried.

NEW BUSINESS

ORDINANCE AMENDING WORK POLICY COMP AND PERSONAL TIME

Carl Castle read the ordinance. Carl stated there has been some problem with employee coming to the town manager during the day and stating they are taking the rest of the day off. The work policy now states they only have to have the approval of the supervisor no time were listed. This ordinance will amend that to state they have to give 24 hour notice before taking any comp or personal. Carl Castle asked for a motion to suspend the rules and approve on the first reading. Gary Furlow suspended the rules and made a motion to approve on the first reading. Nick Heffner seconds the motion. 3 ayes, 0 nays. Motion carried.

VEHICLE USE AGREEMNT

Leigh stated the insurance company wants use to have an annual list of the employee's driver's licenses and a back ground check on every employee who drives their personal car or a town owned vehicle. This is to make sure everyone is valid. Leigh also stated if they refuse to let the town check it could be grounds for dismissal. Leigh stated there is a resolution for this and it can be done at the next meeting. Carl Castle asked for a motion to table. Gary Furlow made the motion to table for a future meeting. Nick Heffner seconds the motion. 3 ayes, 0 nays. Motion carried.

HEALTH INSURANCE

Brenda presented the quote from United Health Care. This cost will start in June, 2017. The cost has increased 7%. Brenda asked the town council if they wanted her to shop around. All members agreed to shop around. Brenda will report back to the town council.

APRIL 15, 2017 STEVE HERENDEEN WANT TO USE THE TOWN HALL PARKING LOT FOR PRAY

Jim stated Steve Herendeen church and other churches are going to walk with a cross from Brimfield to Wolcottville on April 15, 2017 and wanted to do a pray at the town hall parking lot on that day. All council members thought this was a fine idea.

EASTGATE NEW STATION

Leigh stated Brown's Engineering could not attend the meeting tonight but there have been problems with sewer backing up in a resident's home for a while. Leigh stated the station has needed to be removed and a new one installed. Bill asked if the residents have a backflow on the line, Leigh stated no but the line that was installed several years ago to the house was smaller than the line going to the station and that will need to be changed. Leigh is looking at around \$50,000.00 for a new station. Leigh stated Brown's told her in an email that the town will have to get a bigger easement for this station. Leigh is asking the council tonight for an approval to get the cost of a survey and easement and present it at a future meeting. Carl Castle asked for a motion. Gary Furlow made the motion to get the cost of what needs to be done for additional easement. Nick Heffner seconds the motion. 3 ayes, 0 nays. Motion carried.

PRECISION MEDICAL CF-1

Brenda presented Precision Medical CF-1 tax abatement for personal property. This has to be done each year before May 15, 2017. Bill Eberhard and all council looked over the form. Carl Castle asked for a motion to accept the CF-1 form. Gary Furlow made the motion to accept the CF-1 form for Precision Medical. Nick Heffner seconds the motion. 3 ayes, 0 nays. Motion carried.

MISCELLANEOUS BUSINESS

Brenda presented a letter from Indiana Bicentennial Commission. Kim Angell sent it to them about the mural on the town hall and the commission is endorsing it as a bicentennial legacy project.

DEPARTMENTAL REPORTS

TOWN MANAGER, STREET AND WASTEWATER (SEE ATTACHED)

Leigh stated Jeff Atkinson has turned in his 2 week notice to quit. Gary asked how we are going to advertise for the position. Leigh stated paper, face book and town website. Gary suggested talking to Work Force One also before advertising in the paper.

Leigh stated the new playground equipment is being installed the weekend of April 21 and 22 and they can use man power. Road side clean up is April 8 and the Rome City Chamber is organizing it and they can use man power. Leigh stated some cabinets still need to be installed and she will let the town council know how many at the next meeting.

Bill Eberhard stated to get the road that need repaired list done as soon as possible because Sen. Sue Glick stated that the state has a 80/20 match grant ready to disclose but the towns and cities that will be getting the grants have to have roads ready. Carl Castle asked the marshal office to check on the roads and let them know which ones are the worst.

TOWN MARSHAL (SEE ATTACHED)

CLERK-TREASURER, bank reconciliation presented and signed. Brenda stated she found out that for about 4 months the employees have not been wearing their uniforms and the town have been paying for them. Leigh stated they are wearing them now. Carl Castle stated along with the other council members that the employees should be wearing their uniforms at all times while on duty.

CLAIMS PRESENTED FOR PAYMENT

TOWN FUNDS: \$70,990.30

SEWER OPERATING: \$26,982.70

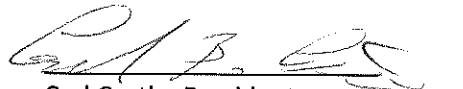
Carl Castle asked for a motion to pay the claims. Gary Furlow made the motion to pay the claims. Nick Heffner seconds the motion. 3 ayes, 0 nays. Motion carried.

Carl Castle asked if there were any other questions or concerns. No response from anyone.

Carl Castle stated the next town council meeting is April 10, 2017, 6:30pm at the Rome City Town Hall.

Carl Castle asked for a motion to adjourn the meeting at 8:10pm. Gary Furlow made the motion to adjourn. Nick Heffner seconds the motion. 3 ayes, 0 nays. Motion carried.

ROME CITY TOWN COUNCIL


Carl Castle, President

ATTEST:


Brenda K. Conley
Clerk-Treasurer

TOWN MANAGER REPORT February 2017

1. Meetings Attended:
 - 1-Town Council
 - 2-Park Board
 - 1-Baseball
 - 1-BZA
 - 1-Noble Trails Presentation to Region Cities
 - 1-Chamber
 - 1-Noble County Community Foundation
 - 1-Watershed meeting
 - 1-Flood Plain workshop
- 13
2. Issued 5 building permits for the month of February: 1-Remodel, 1-upper Deck, 1-Generator, 1-Demolition on Shady Lane, 1-Demo/New Stick built home
3. Typed TM and utility reports
4. Completed BZA applications, notices to interested parties, legal notices, findings of fact for the February meeting.
5. Plan Commission canceled for February –nothing on the agenda.
6. February BZA had 2-petitions- approved porch lake yard setback and Tabled deck lake yard and side setback for more information.
7. March Plan Commission-5 lot Garage Only Subdivision, March BZA -variance on subdivision-lot frontage, 1-Garage and 1-Accessory Building –lake yard setback.
8. Rome City Conservancy- Paid bills, balance books
9. Baseball –Taking registrations for the new season and fundraising
8. Park Board met twice in February to finalize the purchase and set the date for the Community Build on the New playground in Kelly Park. The Build dates are April 21st and 22nd. Still waiting to hear from the Cole Foundation.
9. Working on legal notices to update UDO.
10. Met with new BZA board member Christine Coe to review her duties for the board. Gave her copy of UDO, Comprehensive Plan and Planner's Guide book.
11. Finished on bid document for the Bayview Project and Lakeside Circle Project. Sent out for bid and notified to the News-Sun.
12. Working on Internal controls and materiality for the Conservancy District.
13. Attended exit conference for the Conservancy district for audit review-No issues.
14. Picked up conservancy Bond for 2017 and took to recorder's office.
15. Attended Floodplain workshop in Indy put on by the DNR.
16. Attended Regional cities meeting for Noble Trails presentation.
17. Sent in two E-Fara's to IDNR to determine floodplain.
18. Chamber set road side clean up day for Saturday, April 8, 2017 8:30-noon. Meet at town hall-lunch provided after.
19. Attended water shed meeting Brenda is still working to obtain necessary signatures.

* Jeff Atkinson gave his 2 weeks notice today
Last day March 24th

ROME CITY UTILITY REPORT

February 2017

Pulled 9 pumps for repair, 22-locates and 3-call-outs. Influent flow to the plant 1,566,267 gallons and no discharge.

1. Ran Lift Station Route Monday and Friday.
2. Daily Testing at Sewer Plant.
3. Plowed and Sanded roads as necessary.
4. Exercise Diesel generators on Fridays-water plant
5. Cleaned drains as needed.
6. Haul Brush and Burn as needed.
7. Empty trash Mondays and Fridays
8. Wash all trucks and clean and organize shop.
9. Fabricate and prep new grinder station lids.
10. Purchase parts and make repairs to Red Ford truck.
11. Service Truck to Tire Star –new rear tires.
12. Build and install new shelving at Street Barn
13. Build and Install new tool hanger in Street Barn.
14. Work on 4D Lift Station-Low amperage on Pump #1
15. Hauled scrap to Boyd's –turned in \$700 to Brenda.
16. Take apart loader to clean out leaves packed in radiator.
17. Installed new garbage disposal in kitchen at town hall
18. Installed new photo cell on town sign.
19. Started moving water in pond #1 and #2 –reaching capacity.
20. Patched roads
21. Repaired underground conduit and install new electric feed to grinder station behind real estate office on west side of State Road 9.
22. Installed Bollards at 739 Lions Drive to protect grinder station.
23. Red ford taken to Max Platt's for repairs.
24. Cleaned up at sewer plant-moved leaves and brush.
25. Removed junk from town hall basement.
26. Parts runs-Kendallville, Auburn, Howe, Lagrange, and Fort Wayne,
27. Cleaned tools.
28. Worked on Grinder and lift stations as necessary.

ROME CITY MARSHAL'S OFFICE
P.O. BOX 338
402 Kelly Street
Rome City, Indiana 46784
1-(260) 854-3113
Fax 1-260-854-9270

To: Rome City Town Council

From: James Sheffield, Marshal

Re: Monthly Report for February 2017

Date: March 12, 2017

Vehicle Mileage: Sqd.#1 – 832, Sqd.#2 – 563, Sqd.#3 – 941, Sqd.#4 – 258

Hours Worked: RC#1 – 138, RC#2 – 167, Part-Time – 79, Reserve – 56.

Town Ordinance Violations:

Abandoned Vehicles:	Animals:	Nuisances:
Weed Abatement:	Fire Prevention:	Sidewalks:
Curfew:	Garbage:	

Officer Initiated Events:

Business Checks:	Residential Checks:___	Assist Other Dept. <u>9</u>
Warrants: <u>4</u>	Assist Motorist:	Special Details: <u>13</u>

Traffic Violations

Traffic Tickets: 1	Written Warnings: <u>14</u>
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Other Events

VIN Check: <u>4</u>	HIN Check:	Handgun License: <u>1</u>
Golf Cart Insp:		

Complaints

Animal: <u>3</u>	Juvenile: <u>2</u>	Drug: <u>1</u>	Misc: <u>11</u>
Susp. Person: <u>2</u>	Susp. Veh.: <u>1</u>	Disabled Veh.: <u>2</u>	Open Door:
Welfare Check:	OWI: ___	DWS: ___	Family Fight/Dist. <u>2</u>
Accidents: <u>1</u>	Medic Assist: <u>2</u>	911 Hang-up: <u>1</u>	Alarm:
Emergency Msgs.:	Criminal Arrests: <u>1</u>		