

MINUTES

ROME CITY TOWN COUNCIL PUBLIC MEETING

JANUARY 9, 2016

ROME CITY TOWN HALL
402 KELLY STREET
ROME CITY, IN 46784

Carl Castle called the meeting to order at 6:32pm. All members Carl Castle, Gary Furlow and Nick Heffner were present. Also present Brenda Conley, Leigh Pranger, Jim Sheffield, Paul Hoffman, Bill Eberhard and Mr. and Mrs. Mayfield

Election of Officers: Carl Castle was voted in as president, Gary Furlow as Vice President and Nick Heffner as member.

NEW BUSINESS:

Sylvan Cellars Abatement to amend

Bill Eberhard stated Nate Schermerhorn never got back with him after the meeting in December with information that Bill wanted. Brenda will call Nate and inform him to call Bill Eberhard before we can amend the abatement.

ATTORNEY EBERHARD REPRESENTATION FOR 2017

Carl Castle read the letter from Eberhard and Weimer. The cost is the same as 2016. Carl Castle asked for a motion to approve Bill Eberhard as the town attorney for 2017. Gary Furlow made the motion, Nick Heffner seconds the motion. 3 yeas, 0 nays. Motion carried.

REGION 3A

Carl Castle read the letter from Region 3A asking for a representative for 2017. Carl Castle stated he would do it. Gary Furlow asked for a motion to approve Carl Castle as representative for Region 3A from the Rome City area. Nick Heffner mad the motion. 2 yeas, 0 nays. Motion carried.

Leigh presented the town council with appointment to approve for boards

Plan Commission, Leigh Pranger expires 1-1-2020, Nick Heffner made the motion, Gary Furlow seconds. 3 yeas, 0 nays. Motion carried.

BZA, Judy Fox expires 1-1-2020 Nick Heffner made the motion, Gary Furlow seconds. 3 yeas, 0 nays. Motion carried. Leigh stated we need one more person and she is contacting Stuart Blackburn and Chris Coe to see which one would like to serve. Leigh asked that this be tabled until the next meeting. Nick Heffner made a motion to table. Gary Furlow seconds. 3 yeas, 0 nays. Motion carried.

Park Board, Tina Wilkinson and Dina Holliday reappoint, term expires 1-1-2020. Nick Heffner made the motion to approve. Gary Furlow seconds. 3 yeas, 0 nays. Motion carried.

Redevelopment Commission, reappoint for 2017 (one year terms) Brenda Conley, Leigh Pranger, Gary Furlow and Jeff Cybulski, Nick Heffner made the motion to approve. Gary Furlow seconds the motion. 3 yeas, 0 nays. Motions Carried.

Appoint Kim Angell to the Redevelopment Commission. Nick Heffner approved the appointment. Gary Furlow seconds the motion. 3 yeas, 0 nays. Motion approved.

Rome City Economic Development, reappoint Gary Furlow, term expires 1-1-2020. Nick Heffner made the motion to approve; Ben Castle seconds the motion 2 yeas, 0 nays. Motion carried.

Quotes for mowing sewer plant

Leigh Pranger presents 2 sealed quotes to the town council for mowing the sewer plant. Carl Castle opened the quotes. Final Cut, \$375.00 each mowing plus \$200.00 per trim job and weed killer \$200.00 per job. Green Side Up \$300.00 each mow, \$210.00 each trimming job. Weed kill cost will have to be discussed. Leigh stated there is approximately 10 acres to mow. Town council would like to get info before deciding what to do. Carl Castle asked for a motion to table until a future meeting. Gary Furlow made the motion to table until a future meeting. Nick Heffner seconds the motion. 3 yeas, 0 nays. Motion carried.

Jimmy Short tap off

Nick Heffner asked if Jimmy Short had ever taped his sewer off. Leigh stated no and the building inspector showed him what to do. But Mr. Short has never called back about it. Nick asked to not get involved anymore, he knows what he has to do and we have to inspect it after he does tap off. Brenda stated he still has not paid sewer bill for months. Carl asked if his properties are getting liens. Brenda stated yes.

DEPARTMENTAL REPORTS:

Town Manager, Street, Wastewater, Leigh gave the end of year report also
Town Marshal (see attached) Paul Hoffman gave the end of the year report also.

Jim Sheffield showed the town council a new shot gun. Jim stated all 4 of their shot guns are in very poor shape. Jim and the rest of the officers have not shot this new gun yet. The gun shop owner is helping with the cost of 4 new guns with the trade in on the town's old guns. Jim will report back to the town council to get there approval before buying new ones.

Jim Sheffield asked the town council about installing some camera in the rear of the building for the back parking lot. Jim will call the company that installed the other camera and report back to the council on the cost. Gary Furlow asked to check on installing camera in the basement as well.

CLAIM PRESENTED FOR PAYMENT

TOWN FUNDS: \$78,612.46

SEWER OPERATING: \$33,929.05

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

Next town council meeting is February 13, 2017 at 6:30pm at the Rome City Town Hall.

Carl Castle asked for a motion to adjourn at 7:45pm. Gary Furlow made the motion to adjourn. Nick Heffner seconds the motion. 3 yeas, 0 nays. Motion carried.

ROME CITY TOWN COUNCIL



Carl Castle, President

ATTEST:



Brenda K. Conley
Clerk-Treasurer

TOWN MANAGER REPORT

December 2016

1. Meetings Attended: 2-Town Council
 1-RCCD
 1-Chamber
 1-NCCF
 1-BZA
 1-Permitting Excellence
 7
2. Issued 6 building permits for the month of December: 1-electric, 1-gas/elec, 1-Deck, 1-demolition (part of apartments on Kerr Island), 1-New stick home, 1-handicap ramp
3. Plan Commission-Canceled-nothing for the agenda
4. BZA 1-Petition 1-sideyard variance approved for new stick home.
5. Typed TM and utility reports
6. Rome City Conservancy- Paid bills, balance books, set agenda for yearend meeting.
7. Chamber meeting-new solar lights installed.
8. Attended Park Board meetings, typed minutes, and Playground fundraising and grant applications*-received \$19,500 from Dekko Foundation- We have met our goal. Any additional monies raise will be used for parent benches and paving a walkway to the equipment. Yippee!! Still waiting to hear from Noble County Community Foundation and Cole Foundation.
9. Attended Noble Trails meeting. Currently working on grant application through the regional cities to install the next segment of the trail.
10. Worked on BZA application, notices to interested parties, legal notices, findings of fact for the December meeting.
10. Working on legal notices to update UDO.
11. Attended Noble County Community Foundation meeting.
12. Contacted Norm Lortie regarding Jimmy Short closing off the sewer tap in his extra building. Mr. Lortie spoke with Mr. Short and told him how to close the tap. Mr. Short has not followed through to tap off sewer and have it inspected.
13. Met with owner of Lucille's to discuss the procedure to obtain a building permit. Work being done is demolition.
14. Typed letter of support for Noble Trails application for the Road to one Million grant.
15. Recorded the document to deed over the last parcel of IDNR land to Noble Trails.
16. Meeting with Marshal and Deputy Marshal.
17. Attended Permitting Excellence Meeting in Fort Wayne.

**FYI-I will be going on vacation January 15-January 22.

ROME CITY UTILITY REPORT

December 2016

Pulled 8 pumps for repair, 27-locates and 3-call-outs. For the month of October we had 2,980,183 gallons enter the plant and 3,902,603 discharge from the plant in December.

1. Ran Lift Station Route Monday and Friday.
2. Daily Testing at Sewer Plant.
3. Exercise Diesel generators on Fridays-water plant
4. Cleaned drains as needed.
5. Haul Brush and Burn as needed.
6. Empty trash Mondays and Fridays
7. Finished Leaf vacuum season
8. Prep & hung Christmas Lights.
9. Repaired loader door and Re-installed-used a plexiglass material this time so it won't break.
10. Installed new filter media on Drum filter.
11. Repaired drum gear box on Drum filter
12. Welded patches in newer dump truck bed.
13. Plowed and sanded roads as necessary.
14. Clean snow form town hall parking lot and sidewalks as needed.
15. Replaced Hydraulic hose on old dump truck.
16. Set up 4" trash pump at plant to move wastewater from pond to ponds for discharging.
17. Cleaned and Organized street barn.
18. Cleaned all trucks and loader.
19. Hauled snow piles from Front street to top of dam.
20. Picked up parts from Norris-repair turbo on old dump truck.
21. Installed new batteries --new dump truck.
22. Fixed wires to grinder station at 101 N Kelly Street- NIPSCO hit when installing power
23. Burned brush at Sewer plant.
24. Installed new battery in service truck.
25. Parts runs-Kendallville, Auburn, Howe, Lagrange, and Fort Wayne,
26. Cleaned tools.
27. Worked on Grinder and lift stations as necessary.

BOARD APPOINTMENTS

2017

Plan Commission

Reappoint Leigh A. Pranger

New Term Expiration 1-1-20

BZA

Reappoint Judy Fox

New Term Expiration 1-1-20

Need New Member-Resignation of Dan Beall term expires 2019

(suggestions Stuart Blackburn, Christine Coe?)

Park Board

Reappoint Tina Wilkinson

New Term Expiration 1-1-20

Reappoint Dina Holliday

New Term Expiration 1-1-20

REDEVELOPMENT COMMISSION (one year appointments)

Reappointed 2017

1. Brenda Conley
2. Leigh Pranger
3. Kim Angel
4. Open-School Board Representative-(asking Dan Beall)
5. Gary Furlow
6. Jeff Cybulski

Rome City Economic Development

Reappoint Gary Furlow

New Term Expiration 1-1-20

(Sent email to Les Nivens-Limberlost Trail-Interested in Economic Development Boards)

2016

Year End Report

Plan commission and Board of Zoning Appeals

22 PETITIONS were heard by the Plan Commission and BZA

PLAN COMMISSION-5

Administrative Subdivision-Lions Drive-Hefty (Three parcels reduced to two parcels) (county)	APPROVED
Vacation of Plat-Eastgate Addition-1 lot (town)	Approved
Simple Subdivision-Gremaux Addition to Eastgate-2 lots (town)	Approved
Simple Subdivision-Schermerhorn 900N-(split off house from farm land) (town)	Approved
Simple Subdivision-MMN Inc, Marilyn Newman-1100N-(split off house from farm land 2 lots) (county)	Approved

BOARD OF ZONING APPEALS

1-Use Variance-David Miller-Lakeside Drive-Garage converted back to cottage already on
separate lots Approved

16-Variances

1. Brian Van Osdale, 630 Lakeside Dr. (town)-New Stick Home-lot size & width	APPROVED
2. Edward Powers, 1310 Eastgate Dr. (town)-New Stick Home-lot width& sideyard	APPROVED
3. Matt Kelty, 1880 Northshore Dr. (town)-New Stick Home-lot size, width, side & rearyard	APPROVED
4. Josh Molen, Lakeside Dr. (town)-Garage converted to living quarters, road & lakeyards	APPROVED
5. Wayne Wigner, 126 Central Ave. (town)-New stick home Lot size and all setbacks restrictions	APPROVED/w
6. Gregory Davis, 730 Lakeside Dr. (town)-addition to house-lake & side yards	APPROVED
7. Brent Sprunger, 1676 North Shore Dr. (town) Garage addition with restroom building size. Approved with reductions.	Tabled to reduce
8. Mary Malle, 1020 North Shore Dr. (town)-Pole building before principal structure	APPROVED
9. Danny Ramey, 352 Jackson St. (Town) garage roadway	APPROVED
10. Hal Schafer, 1125 Hilltop Dr. (town)-Screened Porch-Lakeside	APPROVED
11. Jay Morley, 610 Spring Beach Rd. (town) addition to garage-road yard and side	APPROVED
12. Mark Geise, 1670 North Shore Dr. (town) addition to house-sideyard	APPROVED
13. Melissa Smith, 975 Lions Dr.(town) Addition to house-sideyard	CANCELED
14. Brian Hayes, 870 Lions Dr. (town)- deck, front& side yard	APPROVED
15. Todd Stayer 1165 Pleasant Point, (town) New stick Home-Established bldg line	APPROVED
16. Melissa Smith, 975 Lions Drive (town) New stick home-side yard	APPROVED

**ROME CITY BUILDING PERMITS
ISSUED IN 2016
101 Permits Issued**

	Type of Building Permit Issued	Bldg Permits Issued	Town	County
1	Stick Built Homes/Demo	5	5	0
2	Manufactured Home/Demo	2	2	0
3	Stick Built Home	6	5	1
4	Apartment on top of Garage	1	1	0
5	Demo old school section	1	1	0
6	Demo old R&S bldg	1	1	0
7	Demo part of house-Kerr Island	1	1	0
8	Demo house on Grant	1	1	0
9	Gas	9	8	1
10	Electric	21	17	4
11	Plumbing	0	0	0
12	Gas & Elec	1	1	0
13	Deck	7	5	2
14	Shed	4	4	0
15	Garage	5	2	3
16	Pole Building	5	2	3
17	Generator	2	1	1
18	Addition to Porch	2	1	1
19	Addition to House	5	5	0
20	Covered Porch	2	1	1
21	Addition to barn	1	0	1
22	Addition to Garage	2	2	0
23	Handicap Ramp/Entry	4	4	0
24	Breezeway	1	0	1
25	Pool	2	1	1
26	Windows	2	1	1
27	Raber's Grocery Expansion	1	0	1
28	3-season room	1	1	0
29	Tornado Siren	1	1	
30	VOID	2	2	
31	FIRE	2	1	1
32	One permit not printed	1	1	
		101	78	23
	Total Value	\$3,964,022		
	Permit fees collected	\$7,363.00		

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 December 2016

Date: January 2, 2017

Vehicle Mileage: Sqd.#1 – 639, Sqd.#2 – 0, Sqd.#3 – 730, Sqd.#4 – 608

Hours Worked: RC#1 – 144, RC#2 – 139.00, Part-Time – 41.50, Reserve – 75.50

Town Ordinance Violations:

Abandoned Vehicles: <u> </u>	Animals: <u> </u>	Nuisances: <u> </u>
Weed Abatement: <u> </u>	Fire Prevention: <u> </u>	Sidewalks: <u> </u>
Curfew: <u> </u>	Garbage: <u> </u>	

Officer Initiated Events:

Business Checks: <u>5</u>	Residential Checks: <u>1</u>	Assist Other Dept.: <u>13</u>
Warrants: <u> </u>	Assist Motorist: <u> </u>	Special Details: <u>8</u>

Traffic Violations

Traffic Tickets: <u>4</u>	Written Warnings: <u>3</u>
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Other Events

VIN Check: <u>2</u>	HIN Check: <u> </u>	Handgun License: <u>2</u>
Golf Cart Insp: <u> </u>		

Complaints

Animal: <u> </u>	Juvenile: <u> </u>	Drug: <u> </u>	Misc: <u>9</u>
Speeding Veh.: <u> </u>	Susp. Person: <u> </u>	Susp. Veh.: <u> </u>	Disabled Veh.: <u>2</u>
Open Door: <u> </u>	Welfare Check: <u>2</u>	OWI: <u> </u>	DWS: <u> </u>
Family Fight/Dist: <u>2</u>	Accidents: <u>4</u>	Medic Assist: <u> </u>	911 Hang-up: <u>2</u>
Alarms: <u> </u>	Emergency Msgs.: <u> </u>	Criminal Arrests: <u>1</u>	

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Fax 1-260-854-9270

To: Rome City Town Council

From: James Sheffield, Marshal

Re: End of Year Report for 2016

Date: January 8, 2017

Vehicle Mileage: Sqd.#1 – 7,960, Sqd.#2 – 4,276, Sqd.#3 – 10,083, Sqd.#4 – 7,483

Hours Worked: RC#1 – 1,812.50, RC#2 – 1,970.50, Part-Time – 740.75, Reserve – 1,139.25

Town Ordinance Violations:

Abandoned Vehicles: <u>5</u>	Animals: <u>4</u>	Nuisances: <u>7</u>
Weed Abatement: <u>23</u>	Fire Prevention: <u> </u>	Sidewalks: <u> </u>
Curfew: <u> </u>	Garbage: <u>1</u>	Drug House: <u> </u>

Officer Initiated Events:

Business Checks: <u>40</u>	Residential Checks: <u>14</u>	Assist Other Dept. <u>246</u>
Warrants: <u>41</u>	Assist Motorist: <u>8</u>	Special Details: <u>147</u>

Traffic Violations

Traffic Tickets: <u>73</u>	Written Warnings: <u>121</u>
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Other Events

VIN Check: <u>32</u>	HIN Check: <u>7</u>	Handgun License: <u>33</u>
Golf Cart Insp: <u>26</u>		

Complaints

Animal: <u>10</u>	Juvenile: <u>20</u>	Drug: <u>8</u>	Misc: <u>110</u>
Susp. Person: <u>24</u>	Susp. Veh.: <u>16</u>	Disabled Veh.: <u>6</u>	Open Door: <u>2</u>
Welfare Check: <u>15</u>	OWI: <u>13</u>	DWS: <u>2</u>	Family Fight/Dist. <u>27</u>
Accidents: <u>35</u>	Medic Assist: <u>27</u>	911 Hang-up: <u>17</u>	Alarm: <u>7</u>
Emergency Msgs.: <u>1</u>	Criminal Arrests: <u>17</u>		

Note: In 2015 there were 50 cases opened
Note: In 2014 there were 69 cases opened
Note: In 2013 there were 80 cases opened
Note: In 2012 there were 78 cases opened
Note: In 2011 there were 79 cases opened
Note: In 2010 there were 103 cases opened

Training Attended or Conducted

- 1.) SEE ATTACHED
- 2.) Conducted 5 Firearms Classes (Shot a total of 3,963 rounds +/-)
 - a. Simulator
 - b. Qualification (Duty weapon, Rifle, Backup)
 - c. Stress Shoot
 - d. Shotgun and Handgun
 - e. Night / Low Light Shoot with Shotgun and Handgun
- 3.) Conducted 4 Physical Tactics Classes

Personnel:

- 1.) Kris Edwards resigned as a reserve officer on 2/18/2016
- 2.) Julian Mestre and William Warner were sworn in as reserve officers on 8/08/2016.
- 3.) Jason Boggs resigned his part time position on 12/14/2016

Department strength ending in 2016 is 2 Full-time, 2 Part-time, and 7 Reserve Officers.

Department Information:

- 1.) Started the Civilian Firearms Safety Program
 - a.) Held 3 classes
 - a. With 27 attendees
- 2.) Electronic Ticket (JTAC)
 - a.) Completed a secondary request for equipment
 - b.) Approved for equipment to outfit 3rd vehicle (Tablet / Scanner / Printer)
- 3.) Placed order for a 2017 Ford Police Pursuit SUV
- 4.) Traded in Squad #2 to offset costs to equip new vehicle.

Respectfully,

James Sheffield, Marshal
Rome City Marshals Office

ANNUAL TRAINING SCHEDULE 2016

MONTH	DAY & TIME	EVENT & LOCATION	STATUS
JANUARY	1/09 @ 0800	PHYSICAL TACTICS / USE OF FORCE POLICY (2 HOURS) *	MANDATORY 2
	1/25 @ 1700	METHAMPHETAMINE MANUFACTURING (Andy Smith - ISP) *	4.5
FEBRUARY	2/13 @ 0800	EVO (CLASSROOM) (Adam Fisel) (2 HOURS) *	MANDATORY 6.5
	2/29 @ 1700	LEGAL UPDATES (Prosecutors Office) *	8.5
MARCH	3/12 @ 0900	FIREARMS (SIMULATOR SHOOT) (Brian Walker) 9am - 3pm *	9.5
	3/24 @ 1400	FIREARMS (SIMULATOR SHOOT) (Brian Walker) 2pm - 8pm *	9.5
	3/28 @ 1700	E-TICKET	11.5
APRIL	4/09 @ 0800	CPR / DEFIBULATOR / HEIMLICH / TOURNIQUET (John Kelly) (2 HOURS) *	MANDATORY 13.5
	4/16 @ 0800	PHYSICAL TACTICS *	15.5
MAY	5/07 @ 0800	BOATER SAFETY (BOAT PATROL) (Bob Duff) *	17.5
	5/14 @ 0800	TASER RECERT *	20.5
	5/22 @ 1400	HANDGUN QUALIFICATION (DUTY), OFF DUTY, RIFLE QUALIFICATION (Brian Walker) (2 HOURS)	MANDATORY 22.5
JUNE	6/11 @ 0800	STOP STICKS / S.T.O.P.S. *	
	6/27 @ 1700	SFST - RECERTIFICATION (HEATHER LYNCH)	
		EVO (DRIVING PORTION) JUNE 14 - 17 IN MIDDLEBURY @ NORTHRIDGE HIGH SCHOOL	
JULY	7/09 @ 1000	FIREARMS (STRESS SHOOT) (Brian Walker) *	
	7/16 @ 0800	PHYSICAL TACTICS *	
AUGUST	8/13 @ 0800	WORKING WITH K-9's (Nate Sprunger) *	
	8/29 @ 1700		
SEPTEMBER	9/10 @ 0800		
	9/25 @ 1400	FIREARMS (SHOTGUN COMBAT COURSE) (Brian Walker)	
OCTOBER	10/08 @ 0800	PHYSICAL TACTICS *	
	10/10-14	EVO (DRIVING PORTION) - WEEK OF OCTOBER 10th - AUBURN - AUCTIONS AMERICA	
	10/31 @ 1700		
NOVEMBER	11/05 @ 0800	SIDS / AUTISM	
	11/07 @ 1900	FIREARMS (LOW LIGHT / NIGHT SHOOT - SHOTGUN / HANDGUN) (Brian Walker)	
DECEMBER	12/10 @ 0800	End of Year / Prep for 2017	

Updated 10/12/2016
 Upd. 1/10/12/2016