

**ANDREWS TOWN COUNCIL MINUTES
OF PUBLIC MEETING HELD May 14, 2018**

A public meeting of the Town Council of the Town of Andrews, Indiana convened on May 14, 2018 at 6:00 p.m. in the Andrews Municipal Building in accordance with applicable law and pursuant to appropriate notice.

ROLL CALL:

Council Members William Johnson, John Harshbarger and Bonnie Walker were present. Clerk-Treasurer Laura Dillon declared a quorum was present and the meeting would continue.

OPEN PUBLIC HEARING

Public Hearing opened at 6:00 P.M. at Andrews Town Hall, 66 N. Main Street, Andrews, IN 46702.

Those in Attendance:

Town Council: William "Bill" Johnson (President), John Harshbarger, & Bonnie Walker

Clerk-Treasurer: Laura Dillon

Utilities Superintendent: Colin Bullock

Region 3-A: Shaun Tilghman

RQAW Corporation: Trent Montemayor & Susie Ripley

Audience Members: Jay Stankiewicz, David Walker, Bryce Froderman, Michael Young, Roger Newsome Jr., Rick Wright, Austin Bullock, Ryan Mackos

Shaun Tilghman: Hello, I'm Shaun Tilghman, a Community Development Planner with Region 3-A, and I am a certified grant administrator. Region 3-A is currently assisting the Town of Andrews with the application process of the Community Development Block Grant (CDBG) Program for a stormwater improvement project. On or about July 20, 2018, the Town of Andrews will be applying to the Indiana Office of Community and Rural Affairs (OCRA) for federal funding from Housing and Urban Development (HUD).

The Town will be applying for the maximum amount available through the Stormwater Improvements Program (SIP), which is \$600,000. Of that, approximately \$312,600 will benefit low- and moderate-income persons. The local match portion will be in the form of CREDIT funds.

This is the first public hearing, which we must complete before proposals are due on Friday, May 25, 2018. The second public hearing will take place ahead of the application due date, which is July 20, 2018.

I would now like to give a brief overview of the project, and then Trent Montemayor, from RQAW, will provide additional project information in just a moment. Again, the proposed project is a stormwater project, which includes improvements comprised of non-functional pipe repairs and replacements, inlet replacements, and extensions throughout the town's existing public rights-of-way or property owned by the Town of Andrews. It is anticipated that no displacement of persons will occur; however, the Town will provide a displacement plan included in the grant application.

At this time, I would like to ask Clerk-Treasurer Laura Dillon whether any written comments have been received since the legal notice was published?

Laura Dillon: No.

Tilghman: Thank you, Laura. In that case, I will turn it over to RQAW for a better description of the project.

Trent Montemayor: I'm Trent Montemayor, with RQAW, and you actually gave a pretty good summation. The project is about 2500 lineal feet of new storm sewer along McKeever Street, and a little bit of an extension on Market Street, from McKeever to Jefferson. The goal is basically to install a new interceptor, we know there have been back-ups in that area with stormwater flooding, street back-ups, and whatnot. So, we want to do a new interceptor, cutting off the existing interceptor that goes south from Jefferson, and we're going to pick it up right at McKeever Street and take it west to Loon Creek Ditch. Pipe sizes will vary from 12-inch up to 30-inch;

ANDREWS TOWN COUNCIL MINUTES
OF PUBLIC MEETING HELD May 14, 2018

we're proposing 90 inlets, eight new manholes, and a lot of utility replacement – some will be in the road, so there will be some asphalt replacement as well. But yeah, that's kind of the summary of the project. I know Shaun mentioned the legal notice in the paper and asked about written comments. Just to piggyback off of that, with these OCRA grants it's always beneficial to have written comments or voiced opinions in support of the project at council meetings like this. Pictures are always great too – I went through a couple of projects recently through OCRA and they had recommendations for us on various areas, including pictures of flooding areas with very specific comments and captions about what's going on in the town. So, if town members can help us with that, it would be really appreciated.

Tilghman: Thank you, Trent. And now, before opening things up for public comment, I would like to present an overview of the grant scoring criteria. This is a competitive grant, with a total of 700 possible points available – we must achieve a minimum of 420 points to be eligible. Points are awarded based on five (5) categories, which include: National Objective, Distress Score, Local Match, Project Design, and Sustainability.

The Project Design category is worth 300 points total. The scoring criteria breaks down further as follows: 50 points possible for description of the project, 125 points possible for project need, and 125 points possible for financial impact. One of the keys to achieving the best possible score in this category, is providing evidence of need. When I open the floor for public comments, those comments will be recorded in the meeting minutes and then submitted with the application. We would also like to submit letters of support from residents who will benefit from this project. We were on a tight schedule last round and didn't get any of those from anybody, but we'll try to work with you all if anyone needs help with those. We did a really good job of getting letters of support when we did the wastewater grant, and now we need it for the stormwater. If you would like to submit a letter of support, I ask that you do so by Friday, July 13, 2018, which is one week before our application is due. If you would like to drop them off here then Laura can let me know and I can pick them up, or I can give you my email address and you can send them that way, whichever works best.

The category for Distress Score has a maximum of 175 points available. This score is based on the Town's Distress Score calculated by Indiana University, and as such, there's nothing we can do to impact this score within the application. The following factors contribute to a community distress score: percentage of households with income under poverty level, median household income, and percentage of vacant housing units, median home value, unemployment rate, and labor force participation. The Distress Score for the Town of Andrews is 106.76.

The Local Match category is worth a total of 75 points. The way it breaks down is, for each percent of the project cost that is funded through local match you get one point, up to 75 points. Our project would be funded at 11% local match.

The National Objective category has a maximum of 100 points available. The awarding of points in this category correlates to the number of low- and moderate-income persons that will benefit from the project. We will get one point for every one percent of the beneficiaries categorized as low- to moderate-income.

The last category is Project Sustainability, which offers a maximum of 50 possible points. The score in this category is tied to the monthly user rate charged for stormwater, which Andrews recently established.

So, now that we've provided details regarding both project construction and grant scoring, I will open for public comments. Please note that, as this is a public hearing, we do need to document those that speak; so, if you do share your comments, please just remember to state your name each time before speaking.

Bonnie Walker: I'm Bonnie Walker, and I was thinking about these letters that you were talking about, and when we were doing the wastewater we did help some of them with letters. Now, this information in the letters and the pictures, we need to have those by May 25th, is that right?

Tilghman: No, July 13th is the week before the applications are due, and as long as we have them by then we'll have time to get them organized. The sooner you can get them to me the better, that way we know what we have going in, and again, this isn't a make-or-break in terms of receiving the grant, but they really do help your score.

ANDREWS TOWN COUNCIL MINUTES
OF PUBLIC MEETING HELD May 14, 2018

It doesn't have to be a two-page letter or anything like that either, it just needs to explain who you are, maybe how long you've lived in the community, and a summary of how this problem has affected them or how the project will benefit them.

Bill Johnson: Shaun, should the letters and pictures be germane to just the McKeever Street project?

Tilghman: The focus at this point would be on what they're doing, I believe that would be best, but if there are other issues, obviously those should only help to show that the town needs this done.

Montemayor: Yes, there is a second phase past where we're proposing to stop right now, but yeah, if we could gear those toward the area of the project that we're focusing on, that's really going to help us enhance the application.

Tilghman: Any other comments, questions, concerns?

Montemayor: I don't know if you guys have had any maintenance done, or if you've had any pump-outs or storm sewer cleanings or anything like that, but if you have cost documentation of the financial impact that maintenance had, that will also help – that's something they stressed to us after our last round of applications.

Tilghman: Okay, then with that we can close the public hearing. Thank you.

Public Hearing closed at 6:11 P.M.

Minutes submitted by:

Shaun Tilghman, Community Development Planner
Region 3-A Development & RPC

John Harshbarger made a motion to close the public hearing, seconded by Bonnie Walker. Motion passed unanimously.

APPROVAL OF COUNCIL MINUTES

Bonnie Walker made a motion to approve the council minutes for the meeting of April 23, 2018, seconded by John Harshbarger. Motion passed unanimously.

OLD BUSINESS

Region 3-A representative Tilghman and council discussed the proposal deadline and getting the paperwork to Indianapolis on May 25, 2018 in time. The scope of the project was discussed to clarify that the storm water project will be from Hendricks Street to Loon Creek. President Johnson explained some of the other projects that go along with this OCRA project. Johnson stated it is important that we are awarded this OCRA grant because we can then apply for the CCMG paving grant to make repairs and pave McKeever Street in 2019. Also, Huntington County is slated to replace the bridge over Loon Creek, the county and town will work together with both projects.

Jay Stankiewicz from Fleis & Vandenbrink gave council an update on the Community Crossing Paving Grant. E & B Paving should be finishing the project by the end of the May.

Jay explained an asset management plan needs to be completed every two years to receive funding for CCMG funds. Fleis & Vandenbrink's made a proposal in the amount of \$2,150.00. John Harshbarger made a motion

ANDREWS TOWN COUNCIL MINUTES
OF PUBLIC MEETING HELD May 14, 2018

to approve the agreement of \$2,150.00 for the asset management plan, seconded by Bonnie Walker. Motion passed unanimously. The CCMG proposal for next year are due August 6 and the application on September 28, 2018.

Ryan Macos from Strand Associates gave an update on the construction at the wastewater treatment plant stating a little bit left to do to the headworks, equipment is being installed and clarifiers are near completion. Ryan presented council with two (2) amendments for the Wastewater treatment plant. John Harshbarger made a motion to approve the amendments for the wastewater treatment plant construction, seconded by Bonnie Walker. Motion passed unanimously.

John Harshbarger brought up the discussion of purchasing the property at 131 N Main Street and renovate it for the new community building. Harshbarger did some research on the property regarding the contamination. He stated in 2006 the ground is #12 on Stantec's map and the building tested high or over the acceptable limit, which would then open for evaluation and possible remediation. There are good points to the building which include water and sewage hookups a cement floor and electrical. Harshbarger believes it would not be responsible for the town to purchase the building with that extent of contamination. No one knows what went on when the Main Street property was tested or what the current owner knew at that time. Harshbarger's option would be to use one of the buildings at the end of Terrell Street. Roger Newsome questioned if the Terrell Street property and building is contaminated. Bonnie Walker was agreeable with

looking into Terrell Street. Dean Young stated his neighbor on Terrell Street close to the new site has tested positive for contamination.

NEW BUSINESS

Rick Wright came before council to explain the electrical service at 21 N Main Street, which is the empty lot across from town hall. The access point was discussed which would probably be on the north-east side of the property and sink a pole. The service would be 200 amp and Rick is checking to see if a permit is needed from Huntington County Community Development. Rick will order the needed supplies.

Ordinance 2018-4, Ordinance for Additional Appropriation LRS Bridge Matching Grant (Community Crossing Matching Grant) of \$118,717.00 was discussed. This is the funding from the State of Indiana for the current CCMG paving project and the additional appropriation allows for the town to spend the funds by the Department of Local Government. John Harshbarger made a motion to approve Ordinance 2018-4 in the amount of \$118,717.00 on the first read, seconded by Bonnie Walker. Motion passed unanimously.

Ordinance 2018-5, An Ordinance of the Town of Andrews, Indiana Approving A Schedule of Rates and Charges for the Andrews Department of Stormwater Management Pursuant to Indiana Code 8-1.5-5. This ordinance if passed include the Storm Water Management Ordinance into the town code. John Harshbarger made a motion to approve Ordinance 2018-5 on the first read, seconded by Bonnie Walker. Motion passed unanimously.

Dillon has completed a State Revolving Loan Request #24 for State Revolving Loan Funds for payment to Thieneman for \$479,670 and OCRA funds of \$60,329 for the new wastewater treatment plan. John Harshbarger made a motion to approve the payment of \$479,670 and \$60,329, seconded by Bonnie Walker. Motion passed unanimously.

DEPARTMENT REPORTS

Town Marshall Austin Bullock gave council a request for a new reserve vehicle. The 2010 Chevy Tahoe will be purchased from the county sheriff's department. John Harshbarger made a motion to approve the purchase of

ANDREWS TOWN COUNCIL MINUTES
OF PUBLIC MEETING HELD May 14, 2018

the new vehicle and sell the three Crown Victoria's the town currently owns, seconded by Bonnie Walker. Motion passed unanimously.

Firefighter Michael Dean Young told council and residents of the tenderloin dinner on May 19th from 4:00 to 8:00 p.m.

Colin Bullock, utility superintendent reported on the progress of the wastewater treatment plant. He is building a new sidewalk at the park so handicapped can get closer to the swings.


Bonnie Walker made a motion to approve the claims presented, seconded by John Harshbarger. Motion passed unanimously.

President Johnson brought before council the soda machine in front of the property at 24 S Main Street. He read a list of properties that need mowing, which the Clerk-Treasurer's office has already sent out letters. He also mentioned there is an ordinance stating residents should bring their trash cans back to their homes instead of leaving them at the road.

Bonnie Walker would like to see something done to the wall in front of Phil and Carroll Sunderman's house. The Clerk-Treasurer's office will check to see if the State has the right of way.

2018 Bonnie Walker made a motion to adjourn the meeting, seconded by John Harshbarger. Motion passed unanimously.

Approved this 29th day of May 2018.

APPROVED BY  as
WILLIAM K JOHNSON COUNCIL PRESIDENT

APPROVED BY  as
BONNIE WALKER COUNCIL MEMBER

APPROVED BY  as
JOHN HARSHBARGER COUNCIL MEMBER

ATTEST BY  as
LAURA A DILLON CLERK-TREASURER