

ANDREWS TOWN COUNCIL MINUTES OF A PUBLIC MEETING HELD MARCH 23, 2020

A public meeting of the Town Council of the Town of Andrews, Indiana convened on March 23, 2020 at 6:00 p.m. in the Andrews Municipal Building in accordance with applicable law and pursuant to appropriate notice.

ROLL CALL

Council Members John Harshbarger and Roger Newsome, Jr were present. Council Member Laura Dillon participated electronically by speaker phone. Clerk-Treasurer Laury Powell declared a quorum was present and the meeting would continue.

APPROVAL OF COUNCIL MINUTES

Laura Dillon made a motion to approve the council minutes from March 9th, which was seconded by Roger Newsome, Jr. Motion passed unanimously.

PUBLIC HEARING – ORDINANCE 2020-2

Dillon inquired who all was in attendance for the meeting. Harshbarger stated town personnel along with Huntington County Tab reporter Steve Clark. Nobody from the public was present due to the coronavirus public health emergency. Harshbarger then read the synopsis aloud "This ordinance, if adopted, would amend Ordinance No. 1997-4 "An Ordinance Annexing Certain Contiguous Real Estate to the Town of Andrews, Indiana", to annex the portion of Leedy Lane that was mistakenly excluded." There was no further discussion so a motion was made by Newsome to close the Public Hearing, which was seconded by Dillon. Harshbarger next did the first reading of the Ordinance. With no further discussion, Dillon made a motion to adopt on first read, which was seconded by Newsome and unanimously approved. A motion to suspend the rules and do the second reading at the same meeting was made by Laura and seconded by Roger. After John read the synopsis for a second time, a motion to adopt Ordinance 2020-2 was made by Roger and seconded by Laura Dillon. Motion passed 3-0. Ordinance 2020-2 was adopted.

OLD BUSINESS

The Spring Clean-Up scheduled with H&H Trash for May 8th was briefly discussed. Co-owner Dan Stoffel could not be present this evening due to the public health emergency, but wants to address several issues of concern with Council. Roger made a motion to table the topic for now, which was seconded by Laura Dillon. Motion passed 3-0. Roger next made a motion to table the new park ordinance under consideration. Laura seconded the motion and it passed 3-0. A cleaning contract under consideration was then discussed. Dillon spoke with Mettler's Insurance regarding the Town's liability with the existing arrangement. Choices are to hire an individual on payroll, or to secure a contract with a self-insured contractor or individual. Due to the public health emergency, the town hall is now closed to the public and employees are cleaning offices daily. Council agreed to table the subject for now. Laura made the motion, which was seconded by Roger and passed 3-0.

NEW BUSINESS

John discussed the public health emergency and the Governor's Executive Orders, which contain many directives. For one, Council will change the frequency of meeting dates, only meeting on the second Monday each month until the emergency is lifted. Emergency meetings may still be called, and properly advertised, as needed. Council recommended the Clerk-Treasurer continue paying bills on a bi-weekly basis in order to meet payment due dates. Laura Dillon volunteered to review and temporarily approve all claims until such a time Council can meet to formally approve.

Following current procedures, deposits will still be made daily, or as needed basis, by the Clerk-Treasurer's office. If circumstances change, the State directive says to deposit funds twice a week on Tuesdays and Thursdays. The Council is following State directives and recommends all Andrews' residents to shelter in place and to venture out only for essential business and absolute necessities. Not knowing how long the state of emergency will last, John Harshbarger suggested all department heads should immediately halt unnecessary expenditures and only spend what is necessary for essential day to day business. Tom Wuensch, Andrews Volunteer Fire Department, stated that the Huntington County Emergency Task Force has given directives for all emergency service personnel to follow. The County is attempting to bring in additional personal protective equipment. N95 mask supply quantities may become an issue with the projected number of people sick with the coronavirus. All first responders were advised to use their equipment and supplies wisely, and use caution in working with the public.

DEPARTMENT REPORTS

Austin Bullock, Police Department: A "Precautionary Measures" letter, issued from the Huntington County Sheriff Chris Newton, was discussed. Deputy Marshal Dean Young has returned home and to work since the Indiana Law Enforcement Academy shut down after one week of class. The ILEA has suspended training for at least 8 weeks and Dean should be called for the first training class once the public health emergency has lifted. Because of the unusual circumstances, a policy change now allows two years from date of hire for a recruit to complete academy training. All police department employees were advised to be extremely cautious while on duty.

Fire Department: Chief Tom Wuensch further discussed changes within his department as recommended by the emergency task force, specifically with clothing. Also, Mettler Insurance called Tom to say that the Town's insurance would cover his employees should they be exposed to and contract the coronavirus in the line of duty.

Colin Bullock, Utility Superintendent: Permits are in and the Dollar General is progressing quickly. Bullock has a \$22,000 repair quote from Peerless Midwest, per water wells currently in use by the Town. Bullock plans to get at least one more quote. The \$14,000 claim seen on tonight's claims is from a high service pump repair from June, 2019. Suez bought out Peerless and lost the invoice while transitioning over to electronic invoicing last year. Dillon suggested the payment come out of the water improvement fund, not the operating. Powell will make the change before printing checks. Bullock also stated his crew would strip and wax the floors, as well as thoroughly clean and paint the walls in the Town Hall while it was closed to the public.

Laury Powell, Clerk-Treasurer: Laury presented a WWTP notice she wrote, identifying flushable and non-flushable items, in light of the recent shortage of toilet paper. It is making the rounds on social media as a reminder to the town residents. Powell stated she closed the Town Hall to the public last Monday. She and Julie Bowers will clean and sanitize surfaces in the office area and women's bathroom. Her office will implement the Governor's Executive Order to not apply penalties on delinquent utility accounts, nor disconnect a customer from water/sewer service, during the public health emergency. Powell reiterated Harshbarger's request to cease any and all unnecessary expenditures during this time of uncertainty. The Clerk-Treasurer also received a letter from the County Commissioners stating 75 S Main St would be available at the commissioner's sale this spring. After a short discussion, Council was not interested in purchasing the property at this time. Powell then relayed the following correspondence. Project Engineer Eric Woodmansee has no change orders from Watson Excavating regarding pricing. Nancy Disbro from the Andrews-Dallas Township Public Library called to say she is closing to the public beginning today at 5:00 P.M. through April 13th. Powell agreed to accept delivery of UPS packages while the library was closed.

CLAIMS

Repeating her request to move a \$14,000 claim from Fund 601 to Fund 603 in Water, Laura Dillon made a motion to approve the claims. Roger Newsome, Jr. made a second on the motion and it passed unanimously.

OTHER BUSINESS


Laura Dillon said the Stellar Community Project grant program has been dropped due to the Covid-19 health emergency. She also stated she spoke with Tom Wall about Ed Asher's application for CEDIT money. Asher is asking for monetary assistance to help make improvements at his business, the Ice Cream Vault. They agreed to have Dillon rewrite the application, as well as write a letter from the Town stating its financial situation and inability to assist at this time. She will then resubmit the documents to the County Commissioners CEDIT Advisory Board for their consideration. Also, Powell and Dillon will work together to make necessary updates to the Employee Handbook. A draft will be submitted for Council's review once it is complete.

Laura Dillon made a motion to adjourn the meeting at 6:47, seconded by Roger Newsome, Jr.

Approved this 13th day of April, 2020.

APPROVED BY  as
JOHN HARSHBARGER COUNCIL PRESIDENT

APPROVED BY  as
LAURA A DILLON COUNCIL MEMBER

APPROVED BY  as
ROGER NEWSOME, JR. COUNCIL MEMBER

ATTEST BY  as
LAURY L POWELL CLERK-TREASURER