

CITY OF WINCHESTER
COMMON COUNCIL
ORGANIZATIONAL MEETING MINUTES
MONDAY, JANUARY 15, 2018

Organizational meeting @ 6:30 p.m.
Council Chambers / City Hall / 113 E. Washington St.

Tom Sells, President of the City Council called the organizational meeting to order and presided over the meeting. Clerk-Treasurer, Vicki Haney, recorded the minutes.

The Clerk-Treasurer's roll call showed four City Council Members present.

District 1	Councilor Larry Lennington	absent
District 2	Councilor Tom Sells	
District 3	Councilor Ron Loyd	
District 4	Councilor Leesa Friend	
At Large	Councilor Missy Williams	

Additional Officials Present:

Meeks Cockerill, City Attorney and Jon Reed, Assistant Police Chief

Media Present:

Bill Richmond (Star 98.3)

Citizens Present:

Jim Nunez Jr., Dan Cochran, Scott Williams (Ohio Valley Gas Corporation, Conan Wallace (Ohio Valley Gas Corporation), Brody Tarter, Kristopher H. Bilbrey, Joan Ashley, Cheryl Robbins, Lynn Humphry, Fred Davis, Christopher (Chris) Peacock (Halderman Farm Management), and Bob McCoy

City Council Appointments

Councilor Sells stated he was Council President in 2017 and would like nominations for the 2018 seat. Councilor Sells stated he would be willing to continue as Council President. Councilor Loyd moved to approve Councilor Sells for Council President. Councilor Friend seconded. Motion passed 4-0.

Councilor Lennington currently serves on the board of the Solid Waste Management District (SWMD). Councilor Friend moved to have Councilor Lennington continue to be on the SWMD Board. Councilor Williams seconded. Motion passed 4-0.

The current position to the Randolph County Area Planning Commission is open. Councilor Friend nominated Councilor Williams. Councilor Loyd seconded. Motion passed 4-0.

Janet Winbigler is the current appointment to the Fountain Park Cemetery Board. All council members were in favor of Mrs. Winbigler serving on the Fountain Park Cemetery Board this year.

The Fountain Park Cemetery Board usually has a Council Member set on the board. Councilor Lennington has been the temporary appointment. Councilor Loyd moved to have Councilor Lennington continue on this board. Councilor Sells seconded. Motion passed 4-0.

One of the two Council appointments to the Winchester Redevelopment Commission (WRC) is open. Councilor Friend nominated Councilor Williams for this position. Councilor Loyd seconded. Motion passed 4-0. Councilor Sells also serves on the WRC and would like to continue to do so. Motion passed 4-0.

The Building Oversight Committee appointments are new appointments. Councilor Williams nominated Councilor Loyd to this committee. Councilor Friend seconded. Motion passed 4-0. Councilor Williams also nominated Nan Harris for this committee. Councilor Friend seconded. Motion passed 4-0.

Adjournment

There being no further matters to discuss, Councilor Friend moved to adjourn. Councilor Williams seconded. Motion passed 4-0. The January 15, 2018 organizational meeting was adjourned at 6:37 pm.

Mayor, Shon Byrum

ATTEST: _____
Vicki Haney, Clerk-Treasurer

CITY OF WINCHESTER
COMMON COUNCIL
MEETING MINUTES
MONDAY, JANUARY 15, 2018

Regular meeting @ 6:38 p.m.
Council Chambers / City Hall / 113 E. Washington St.

Pledge – Mayor Byrum

Moment of Silence – Mayor Byrum – Councilor Williams extended condolences to Mayor Byrum for his grandfather’s passing

Mayor Byrum called the meeting to order and presided over the meeting. Clerk-Treasurer, Vicki Haney, recorded the minutes.

The Clerk-Treasurer’s roll call showed four City Council Members present.

District 1	Councilor Larry Lennington	absent
District 2	Councilor Tom Sells	
District 3	Councilor Ron Loyd	
District 4	Councilor Leesa Friend	
At Large	Councilor Missy Williams	

Additional Officials Present:

Meeks Cockerill, City Attorney and Jon Reed, Assistant Police Chief

Media Present:

Bill Richmond (Star 98.3)

Citizens Present:

Jim Nunez Jr., Dan Cochran, Scott Williams (Ohio Valley Gas Corporation, Conan Wallace (Ohio Valley Gas Corporation), Brody Tarter, Kristopher H. Bilbrey, Joan Ashley, Cheryl Robbins, Lynn Humphry, Fred Davis, Christopher (Chris) Peacock (Halderman Farm Management), and Bob McCoy

Approval of the Minutes:

Councilor Williams moved to approve the meeting minutes of the December 18, 2017 meeting. Councilor Loyd seconded. Motion passed 4-0.

Beeson Farm 2017 Review

Chris Peacock, Halderman Farm Management, presented a handout regarding the Beeson (City) Farm. The Beeson Farm is 178 acres; 174.1 acres are tillable. The farm is on a cash flex lease to Al Groth of Golden Grain Farms LLC. The same lease terms will be proposed for 2018. The 2017 yields and profits were presented. Councilor Loyd asked for an explanation of the flex price. Mr. Peacock stated the first market day of each month is averaged for the price. The goal of the lease is to be fair to the operator and profitable for the City. The history of income for the farm from 2008 to 2017 was presented. The wind turbine (located at the Beeson Farm) income for 2017 was Eleven Thousand Dollars (\$11,000.00). The projects completed in 2017 were discussed. A large tile drain had to be replaced that cost Fifteen Thousand Sixty Dollars and Forty Cents (\$15,060.40). The total cost of the project was One Hundred

Thirty Six Thousand Eight Hundred Eight Dollars and Sixty Seven Cents (\$136,808.67) but other farms were involved. Pictures were presented of the reconstruction project. Possible future projects were presented. Mr. Peacock would like the Council to consider repair and maintenance on the farm for two or three years in the amount of Two Thousand Dollars (\$2,000.00) per year. Councilor Williams moved to continue the lease terms from 2017 to 2018. Councilor Friend seconded. Motion passed 4-0. Clerk-Treasurer Haney stated the City has a budgeted amount to be used for repairs and maintenance on the farm.

Committee Reports

Fountain Park Cemetery – Mr. Jim Nunez Jr. stated a letter was given to the Council Members with the board meeting dates. All claims were paid at the end of the year so no debt was carried forward. All the money for the excavator has not been paid back, but the Cemetery loaned the money to themselves for this purchase. A holiday schedule will be developed for the funeral homes and employees. Fred Davis stated the Cemetery Board has had problems with the Common Council's appointment to the Cemetery Board. Councilor Lennington has missed a few meetings and the bylaws determine how many meetings can be missed before someone is removed from the Board. The requirements for Council Members to be on the board were discussed. The damaged column at gate two is in the process of being repaired. The second gate could be used for motorcycles or other small vehicles and the third gate could be used for larger vehicles.

Bicentennial – The Bicentennial Gala was very well attended; Randolph County's history from 1818 to 2018 was presented. The events for the rest of the year were discussed. The next event will be on May 19, 2018 which will begin with a tour through the cemetery, an ice cream social and a community portrait. Drones will be taking pictures as well.

Recycling Survey - A copy of the recycling survey was sent to the Council Members. This will be the last edit before they are mailed to the residents. Councilor Williams would like to take off the question about charging for the service because people could be misled to believe a charge could be placed on their sewage bill. Number seven (7) will be removed from the survey. Councilor Friend stated Every Door Direct Mail from the Post Office will be used so everyone who has a deliverable address in the City Limits will receive a survey. The surveys must be returned to the Clerk-Treasurer's office by February 5, 2018. Totes have not been ordered; all totes will be determined on the survey results. Mayor Byrum stated it will take at least 60 days to receive the totes after they are ordered.

Public Concerns

Kristopher Bilbrey, 318 S. Meridian Street, had a statement prepared for the Council which he read. Mr. Bilbrey asked if Volunteers of America (VOA) will be responsible for reporting any non-Department of Child Services (DCS) cases to DCS. The policy for when a mother comes to the program is not known. The City will not have any bearing on the policies of the facility. Mr. Bilbrey wants to make sure the children will not be harmed if the mothers do not successfully complete the program. Mr. Bilbrey asked Councilor Loyd if he has been following this project since the beginning. Councilor Loyd stated he has been following the project to a certain degree. Mr. Bilbrey stated as the Councilor for District 3 he would like to know Councilor Loyd's opinion of the program and how the City has handled it. Councilor Loyd stated he does not know much about exactly how the program has been handled; he trusts it has been given due consideration and the Council believes it is in the best interest of those that will not only be served but also of Winchester in general. Councilor Loyd stated he does not know much about VOA at this point but he is not coming on board to undo what has already been done. Mr. Bilbrey asked what guarantee the City has that Mayor Byrum will stand behind this project since he is running for State Representative and may be leaving office one year early.

Ohio Valley Gas Corporation (OVGC)

Conan Wallace, District Office President, and Scott Williams, General Manager, were present to discuss the 35 acre property on US Highway 32 East where the Corporate Office is located. 23 employees work at this facility. A brief history of OVGC was presented. This year marks their 75th anniversary. OVGC is now requesting the City take over the roads at the corporate office so they can become City streets. A map of the area was presented. Energy Park Drive is the only street that must be dedicated to the City. The property was annexed into the City in 1998. The development of the property was discussed. Light poles are also located in the area. A commercial entity is interested in locating in this area but would like the street to be accessible to customers. The City Engineer will determine if the road is up to standards to be accepted. The City currently pays for the light poles. Councilor Sells stated the City would be responsible for snow removal, to maintain the street, and augment any construction in this area. Councilor Sells moved to proceed with the dedication of this street. Councilor Friend seconded. Motion passed 4-0.

517 S. High Street

Mr. Dan Cochran, 222 S. Brown Street, stated he is inquiring about the property located at 517 S. High Street, which is owned by the City of Winchester. This property is in disrepair. Mr. Cochran would like to turn this property into a parking lot for his family and business. He would like to install a fence and build an office. The property is currently zoned residential. The Zoning Board would need to rezone this property for commercial. Councilor Williams asked if Mr. Cochran would be willing to pay the costs of demolition for this property. Mr. Cochran stated that could be a possibility. Mayor Byrum stated if the property is granted to Mr. Cochran the City could be in the same position it is currently in if the house is not removed. Mayor Byrum's recommendation is to remove the buildings then determine what should be done with the property. Councilor Williams stated it will cost approximately Seven Thousand Eight Hundred Dollars (\$7,800.00) to remove the buildings from the property. Mr. Cochran stated if he is not able to rebuild on this property he would like to keep the shed for storage.

Resolution No. 2018-1

Resolution No. 2018-1 was presented by Jon Reed, Assistant Police Chief, and was entitled, "A RESOLUTION TO DECLARE CERTAIN PERSONAL PROPERTY OF WINCHESTER, INDIANA, AS UNNEEDED AND TO BE CONSIDERED SURPLUS PROPERTY FOR DISPOSAL." The officers who used the equipment would like to purchase the guns. Councilor Williams asked if the items should be sold at auction. Attorney Cockerill stated if one item is being sold for more than One Thousand Dollars (\$1,000.00) or multiple items are being sold for more than Five Thousand Dollars (\$5,000.00) an auction would be necessary. Attorney Cockerill would not recommend selling these items to the officers because State Board of Accounts would not like that, but they can be sold at what the Police Chief values them at. The guns could be sold through the local gun shop. The Police Department is asking for Three Hundred Dollars (\$300.00) per rifle. The federal government recently awarded the Police Department with new rifles. Councilor Friend asked for a few estimates on the guns value, so the average could be taken for the selling price. The funds of this sale will return to the City's General Fund. Councilor Williams asked if the guns could be sold through an auction house. They could be sold that way, but they must be sold by a licensed dealer. Councilor Loyd asked what the rifles are used for. Assistant Chief Reed stated law enforcement in general is highly outgunned by the general public. The rifles are used for distance accuracy and barrier removal.

Blighted Properties

Councilor Williams presented a picture of an old garage on East Street that needs to be removed. Trash is being left in the structure and it is making a mess. It is time to start acting on blighted properties and a subcommittee could be formed for this issue. Attorney Cockerill explained the ordinance violation procedure. Attorney Cockerill suggested getting a court order to be on the property if a structure will be removed. It could cost as much as Fifteen Thousand Dollars (\$15,000.00) per property for this entire process including removing the structures. The money may not be received through the tax rolls. Councilor Williams would like to form a subcommittee where minutes would be taken so the events could be reported to the Council. Councilor Friend moved to form a blighted property subcommittee. Councilor Williams seconded. Motion passed 4-0. Councilor Friend would like to replace Councilor Furby on this committee.

Purchase Order

Councilor Friend would like to outline a purchase order, so a dollar amount could be determined for expenses. These expenses would need to be approved by Clerk-Treasurer Haney and a Council Member. Councilor Loyd asked if there is a problem the Council is trying to solve or if policy is just being changed. Councilor Friend stated the Council is trying to be more accountable for the expenditures. This will be effective for all departments. The Board of Public Works and Safety would be responsible for the Waste Water Treatment Plant. Councilor Williams stated Union City started using purchase orders and it has helped with tracking purchases. Councilor Williams would like to table this discussion until department heads could be contacted and this can be discussed. In emergency situations other options could be available. Councilor Friend moved to establish a purchase order policy. The motion died for lack of a second. This will be discussed at the next meeting.

Digital Sign

A bid was received for the digital sign. Councilor Sells read the letter regarding the bid. Councilor Williams moved to accept the Calvary Assembly of God's bid of Two Hundred Dollars (\$200.00). Councilor Loyd seconded. Motion passed 4-0.

Building Oversight Committee

Councilor Williams would like people to be present at the building meetings. A meeting is scheduled for Thursday at 1 pm; the people on the committee will be contacted regarding this appointment. These are not public meetings.

Advisory Committee

Mayor Byrum stated the Winchester House Advisory Committee has been meeting since November. This committee is more about relationships of the City, Community and VOA during operation of the facility. Councilor Sells and Councilor Lennington are both on the committee. A few community members are also on the committee; a list of members will be provided.

Ordinance No. 2017-19

Ordinance No. 2017-19 was presented by the Area Planning Commission and was entitled, "AN ORDINANCE TO AMEND THE TEXT OF THE UNIFIED ZONING ORDINANCE OF RANDOLPH COUNTY, INDIANA."

Councilor Sells moved to have the second reading of Ordinance No. 2017-19 by title only. Councilor Friend seconded. Motion passed 4-0. Second reading complete. Councilor Sells moved to approve the second reading of Ordinance No. 2017-19. Councilor Friend seconded. Motion passed 4-0.

Councilor Sells moved to suspend the rules and have the third and final reading of Ordinance No. 2017-19 by title only. Councilor Friend seconded. Motion passed 4-0. Third and final reading complete. Councilor Sells moved to approve the third and final reading of Ordinance No. 2017-19. Councilor Loyd seconded. Motion passed 4-0. This it becomes Ordinance No. 2017-19.

Sanders Service Towing Roof

Clerk-Treasurer Haney stated the invoice for the roof of the property located at 210 N. Main Street was not included in the Accounts Payable Vouchers. The information for this project was included in the Council Packets. The Winchester Redevelopment Commission (WRC) sent this to Council because the funds were not available from the WRC. Funding for the roof would be disbursed from the EDIT (Economic Development Income Tax) Fund. The WRC has approved Mr. Sanders application. Multiple property owners have used this program. Councilor Friend would like the documentation where the WRC committee approved this project. The process for approval was discussed. The minutes from the WRC were discussed. The letter from Mr. Michael Flowers (Community Preservation Specialist for Indiana Landmarks) was read to the Council. The Council Minutes from October 19, 2017 was read to the Council. Councilor Loyd moved to table this claim until the next meeting. Councilor Williams seconded. Motion passed 4-0.

Accounts Payable Vouchers

The end of December accounts payable vouchers (APV) totaled One Hundred Two Thousand Two Hundred Thirty Seven Dollars and Eighty One Cents (\$102,237.81).

General Fund	\$5,625.86
MVH	\$97.78
Ambulance Non Reverting	\$857.08
Employee Welfare Benefit Plan	\$94,385.80
Fire Dept. Walmart	\$128.84
Police Dept. Prof Dev.	\$39.08
Fire Department Prof Dev	\$181.32
Animal Control	\$922.05

The January 1 thru January 10 accounts payable vouchers totaled Two Hundred Sixteen Thousand Seven Hundred Thirty Four Dollars and Fifty Cents (\$216,734.50).

General Fund	\$109,417.09
Motor Vehicle Highway Fund	\$28,278.08
Light Fund	\$5,655.76
City Court User Fee Fund	\$757.00
Donation K-9	\$84.98
Beeson Farm	\$478.06
Fireman's Pension Fund	\$5,201.58
Ambulance Non Reverting Fund	\$6,288.42
CEDIT Fund	\$29,743.22
Employee Welfare Benefit Fund	\$18,000.00
Union street Reconstruction Fund	\$11,490.31
Court Cash Due County Fee	\$1,340.00

The Payroll accounts payable vouchers totaled One Hundred Ninety Five Thousand Two Hundred Sixty Eight Dollars and Five Cents (\$195,268.05). The total of all accounts payable vouchers is Five Hundred Fourteen Thousand Two Hundred Forty Dollars and Thirty Six Cents (\$514,240.36). Councilor Sells moved to approve the accounts payable vouchers. Councilor Williams seconded. Motion 4-0.

Clerk-Treasurer's Report

The full year end report is not ready to be discussed; however, the general fund will not have a balanced budget unless Certified Shares are appropriated out of MVH and Rainy Day funds are appropriated. The General Fund has a healthy balance. If the funds are not transferred the General Fund will not be balanced for 2017; the expenses were more than the revenues. The departmental budgets were discussed. All the information will be reported in the Year End Report. The Certified Shares are gross adjusted income taxes the City receives; these could be transferred to the General Fund along with funds from the Rainy Day Fund to make the budget balance. Councilor Williams would like to see a two year plan for each department. The circuit breaker loss prediction was spot on. The certified shares and Rainy Day Funds will not be transferred, and the General Fund will be unbalanced for 2018. Councilor Friend asked that the department heads be present at the second meeting of each month for financials.

Mayor's Report

Mayor Byrum suggested changing the meetings from twice per month to once per month. Councilor Williams would like to continue with two meetings per month. Demolition has started on the Winchester House. The first meeting will be held on Thursday at 1 pm. The Building Oversight Committee will be present at this meeting. The soft date for the opening of the facility is the middle or end of April 2018.

Adjournment

There being no further matters to discuss, Councilor Sells moved to adjourn. Councilor Williams seconded. Motion passed 4-0. The January 15, 2018 meeting was adjourned at 8:35 pm.

Mayor, Shon Byrum

ATTEST: _____
Vicki Haney, Clerk-Treasurer