

CITY OF WINCHESTER
COMMON COUNCIL
MEETING MINUTES
MONDAY, MARCH 19, 2018

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

Pledge – Mayor Byrum
Moment of Silence – Mayor Byrum

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 five City Council Members present.

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

Additional Officials Present:

Greg Beumer, Randolph Economic Development Corporation (REDC), Meeks Cockerill, City Attorney; Gary Moore, Fire Chief, Rich Tucker, Police Chief; and Shean Bosworth, Street and Park Department Superintendent

Citizens Present:

Niles Thornburg, Cheryl Robbins, Joan Ashley, Cris Briggs, Karen Wilkins, Debbie Henning, Lynn Humphrey, Jim Nunez Jr., Steve Burton and Teresa Hittson

Media Present:

Bill Richmond (Star 98.3)
Darrel Radford (News-Gazette)

Approval of the Minutes:

Councilor Lennington moved to approve the meeting minutes of the March 5, 2018 meeting. Councilor Friend seconded. Motion passed 5-0.

Committee Reports

Winchester House Project- Councilor Loyd presented an update to the council. To date, five project update meetings have taken place, the most recent being March 15, 2018. All of them were held at the project site and were attended by Mayor Byrum; Councilor Loyd; representatives of the General Contractor; Mr. Brett Dodd, the city's primary representative on the project; Ms. Shannon Shumaker, representative of Volunteers of America (VOA), and by telephone Mr. Scott Faulk, project architect. The purpose of these meetings is to keep all parties involved aware of the progress and create a forum for questions of cost changes and project improvements. As of March 15, 2018, the core drilling is 100% complete, plumbing is 60% complete, second floor drywall is 100% complete, first floor electrical rough in is 80% complete, fire alarm rough in is 50% complete, HVAC rough in is 100% complete, second floor

door frames are 90% complete, and IT rough in is 90% complete. Over the next two weeks they hope to finish the drywall on the second floor, the electrical rough in, and the plumbing rough in. The fire alarm will be 90% complete. They are hoping to have the first floor drywall finished on March 26. The windows are to be shipped this week, but they have not been received. Work on the project is anticipated to be completed the third week of May for punch list inspections. Volunteers of America are to begin purchasing furniture and equipment mid-May. Due to the efforts of Mayor Byrum, Councilor Loyd, and Mr. Brett Dodd, many local contractors have been awarded contracts, which have saved significant costs on the project as a whole. As previously reported, Councilor Loyd reminded the council that all work is being done on the first and second floors, as the basement would have required an additional One Hundred Fifty Thousand Dollars (\$150,000) that was deemed undoable. The project is due to be completed, including occupancy, by May 28, 2018. The next update meeting is scheduled for Thursday March 29, 2018.

Recycling- Councilor Friend informed the council that the next committee meeting will be Friday, March 23rd at 10 AM in the Council Chambers.

Blight Committee- Councilor Williams informed the council that they are still waiting on a few bids for the property on High St. The only bid they have received has been from Culy Construction, but there will be several more coming.

Fountain Park Cemetery- Mr. Jim Nunez, Jr., informed the council that the cemetery had made a bit of profit and are working on catching up on bills. He said that the cemetery is currently Two Thousand Five Hundred Dollars (\$2,500) in debt. They still owe Twenty Eight Thousand Dollars (\$28,000) to the excavators that the committee borrows from itself. They are trying to get a third entrance to the cemetery made so that the heavy trucks can get into different sections. Three bids for this project have been made. There are also drainage problems on the southeast end. The goal is for the cemetery to look its best by Memorial Day, the service being held at the cemetery on May 28, 2018 at 1 o'clock in the afternoon. Overall, the cemetery is looking good. The committee has been buying parts in bundles, which has provided financial savings. They also are working with Matchett & Ward Insurance and will have more information on insurance at a later date.

Bicentennial- The Winchester Community Portrait will be held on Saturday May 19, 2018, and the committee moved the meeting back to 3:00 PM. There are three prior portraits, and Councilor Sells has been involved in all three. Although he cannot attend this year, he is helping the committee prepare. CVS Pharmacy is going to be present taking pictures with the Bison that the United Way bought for Indiana's bicentennial.

WCCPC- The annual Easter Egg Hunt will be on March 31, 2018 at 11 AM. There will be 4,000 eggs hidden this year, as opposed to the normal 3,000 eggs. There are several prizes, and the Easter Bunny will be present. CVS will be providing pictures with the Easter Bunny. He thanked the street/park department for setting up restrooms.

Public Concerns

Joan Ashley, 421 S East Street, asked why the council has reduced its meetings to occurring once per month. He also asked Councilor Williams about the VOA fund raiser she had mentioned at the last meeting. The council did not know whether it had happened yet. Mayor Byrum explained that it is not a local fund raiser, but an Indianapolis event.

Cris Briggs asked the council for an update on plans for the animal shelter. Chief Rich Tucker said that it has improved significantly over the past few years. Mr. Briggs said that he understood that the city and the county shelter had been combined, which was confirmed. The shelter is adopting out about one dog per week on average, and there are 34 dogs there currently. Mr. Briggs asked if there is a plan for an outdoor run area, which Chief Tucker confirmed. A grant for fencing has been awarded to the shelter. Mr. Briggs also asked about a restroom, because the only toilet he saw in the building had no

water in it. He explained that he would like to be a supporter of the animal shelter, but he is concerned that money is not being spent appropriately. Chief Tucker said that the building had been remodeled significantly in the last four years, including new paint, a new furnace, new windows, new kennels, and new equipment. Mr. Briggs asked Chief Tucker how often part time workers work at the shelter, and he said that they work three ten-hour days. The rest of the time there are volunteers, so there is always someone at the shelter and it is open daily.

Kristopher Bilbrey, 318 S Meridian St, asked when the last meeting of the Winchester House advisory board met, and Councilor Loyd said they met last Wednesday. He asked if those meetings are open to the public, and it was explained that the board was created by Volunteers of America and is not a city committee, so he would have to ask VOA. He then asked about the Winchester House budget and the progress because, he explained, he was late to the meeting. He was told that the complete record was available at the clerk's office and that it had been discussed at the beginning of the meeting.

Lynn Humphrey, 312 S East St, asked whether the sidewalk project going to Walmart is going to be continued. There is a slight ramp by the Winchester Eye Center and then the sidewalk ends. The other side of the street by Aldi has a sidewalk that ends in a steep curb. She said that it would be a really good idea to finish that sidewalk to connect Greenville Ave crossing Highway 27. Councilor Sells thanked her for pointing that out and said that the state owns a certain amount of right of way because of Highway 27, and that the state did not complete that intersection the way that they had initially planned. Councilor Williams confirmed Ms. Humphrey's concerns and said that the council is aware and working toward a solution. She informed her that the city does offer sidewalk assistance to homeowners for sidewalk rehabilitation. Mr. Meeks Cockerill explained that this particular issue was due to State setbacks.

Teresa Hittson, of Parker City asked about the candidate running for state representative in District 33. She said that she has been reading that Mayor Byrum has made calls to places of employment, and she wanted to know why this was being done, if it was being done. She said that Mayor Byrum currently has her vote, but that this bothers her. Mayor Byrum thanked her for coming all the way from Parker City, but said that this was not the time to discuss his candidacy. She said that she was asking him as mayor of Winchester, since it supposedly happened when he was the mayor, not as a candidate. She was informed that her three minutes on the floor had finished and she was asked to sit. Councilor Sells said that this was a city council meeting, so she was asking in the wrong place. She replied that she was in the right place because he was the city mayor, and that he had lost her vote even though she had been a strong voter for him. She was asked to leave the council chambers.

NEW BUSINESS

Ordinance No. 2018-4

Ordinance No. 2018-4 was presented by the Randolph County Area Planning Commission and was entitled, "AN ORDINANCE TO AMEND THE TEXT OF THE UNIFIED ZONING ORDINANCE OF RANDOLPH COUNTY, INDIANA."

Clerk Haney explained that this ordinance would amend the text to a previous ordinance. The City Council would approve or disapprove the proposed ordinance.

Councilor Friend made a motion for first reading of Ordinance No. 2018-4. Councilor Sells seconded. Motion passed 5-0. First reading complete. Councilor Lennington moved to approve the first reading of Ordinance No. 2018-4. Councilor Sells seconded. Motion passed 5-0. Councilor Sells motioned to suspend the rules and have the second reading of Ordinance No. 2018-4 by title only. Councilor Williams seconded. Motion passed 5-0. Councilor Sells motioned to approve the second reading of Ordinance No. 2018-4 by title only. Councilor Friend seconded. Motion passed 5-0. Second reading complete. Councilor

Loyd motioned for the third and final reading of Ordinance No. 2018-4. Councilor Sells approved. Motion passed 5-0.

Southside Park

Superintendent Bosworth requested the council's approval of upgrades for Southside Park (Beeson Park). He would like to remove the old chain link fence and have it replaced with a four foot vinyl fence, as well as replace the basketball court with a 40 foot by 60 foot slab of concrete. Mr. Bosworth talked to an insurance company that informed him that there needs to be rubber mulching around the playground equipment, as well. He also received a bid for putting lights in the shelter and for a light to shine across the park. Residents have complained about how dark the park is at night. He presented the current bids for the concrete, the fence, and electrical work, and he offered to get more bids if the council approved these improvements. The bid for concrete by Myers Landscaping and Excavating is Fourteen Thousand Three Hundred Fifty Dollars (\$14,350). The bid for a new fence by Weddle Fence Company is Eight Thousand Eight Hundred Twenty Dollars (\$8,820). The bid for electrical and light work by Milhollin Electric is Three Thousand Nine Hundred Dollars (\$3,900). Councilor Loyd requested that he bring at least two bids for each project, as well as bids for different materials. He also asked Superintendent Bosworth if there was a softer, pourable material other than concrete that could be used for the basketball court. He explained that there was, but the cost would be much higher. Councilor Friend informed him that Baker Elementary School has rubber mulching around their playground equipment and the children get dirty from playing in it. Councilor Williams confirmed, saying that the material ruins the children's clothing. They encouraged him to see if there was an alternative substance. He said that he would, and informed the council that he has been in progress of securing some materials. He explained that the playground equipment in the park behind the YMCA is too close together, so they are hoping to fix this park, as well as the work that has already been done on Goodrich Park. Mr. Bosworth does not want to leave Southside Park out because it is a heavily used park by children in that area.

Councilor Friend said that they had earmarked to put new televisions in the Beeson Clubhouse, and Mr. Bosworth confirmed. He said that Angela Newman was working on the project and was going to give him three options, which he would bring to the council. He will also bring more bids for the aforementioned projects.

Tax Abatement

Greg Beumer, Executive Director Randolph Economic Development Corporation (REDC), presented the council with two applications for tax abatement. The first was for Cast Metal Technology Inc., located at 1036 N Old Hwy 27 in Winchester, for a single piece of equipment valued at Four Hundred Seventy Nine Thousand Five hundred Dollars (\$479,500). CMT currently employs 55 people. This equipment creates molds for aluminum castings to be used at their foundry quarries, and ensures the retention of 35 jobs at the company, though no new jobs would be created. Councilor Lennington asked if the other 20 employees would be laid off because of this equipment, and Mr. Beumer explained that no one would be laid off because the other 20 jobs are that of sales, administration, and other areas that would not be affected by this equipment. Councilor Friend asked whether the 35 jobs that are made more secure by the equipment would be lost if the machine was not purchased. Mr. Beumer said no, not all 35 jobs would be lost. He went on to explain that CMT has applied for tax abatement on a few different pieces of equipment over the years. Councilor Lennington asked Mr. Beumer if this application meant there would be ten years' of tax abatement, and Mr. Beumer explained that it would be up to the council to determine the length of time, as well as the percentage of abatement. Attorney Cockerill said that the traditional way of doing this is ten years with the first year being 100%, the second year being 90%, and so on. The county has done ten years at 100% in the past. Councilor Loyd asked Mr. Beumer what the

savings would be for CMT if tax abatement was available. He said he did not compute that figure, but could at a later date. He also told the council that this company provides a lot of income and economic revenue for the city. Councilor Williams asked if the new equipment would replace a different piece of equipment, which Mr. Beumer confirmed. Councilor Loyd confirmed with Mr. Beumer that CMT needs this equipment regardless of tax abatement. The council discussed the level of abatement (20% over five years). Mr. Meeks Cockerill explained the process of abatement, which includes two public hearings, two preliminary resolutions, and two confirmatory resolutions. He suggested a preliminary resolution be proposed at the next council meeting, as well as a public hearing, which needs to be advertised in the local newspaper as well. This means that the council needs to move forward with the process very soon. Councilor Loyd asked what the actual outcome would be. Councilor Loyd figured that if the equipment cost Four Hundred Seventy Eight Thousand Five Hundred Dollars (\$478,500), then they would only be saving Five Hundred Eighty Four Dollars (\$584) per year with tax abatement. These figures could be incorrect given that he figured them quickly without concrete numbers, especially given the depreciation of equipment value. Council agreed that if they were trying to decide what the length and percentage of abatement would be, they need to get the figures, and then decide whether or not to go through with tax abatement. They decided they would consider a five year abatement plan, the first year being 100%, the second being 80%, the third being 60%, the fourth being 40%, and the fifth being 20%. Mr. Cockerill agreed to get the figures together if the council made the first preliminary resolution. Councilor Sells moved to proceed with the tax abatement of Cast Metal Technology, Inc. Councilor Friend seconded. The motion passed 5-0.

Mr. Beumer then presented the second application from AM & ST Associates, LLC. This application is very similar to Cast Metal Technology Inc.'s. AM & ST do business at SilverTowne Mint, and they are buying equipment to modernize the mint's processes. This press equipment is valued at three Hundred Eighty Five Thousand Sixty Five Dollars (\$385,065). This equipment would not create new jobs, but would maintain 29 jobs they currently have. Councilor Friend asked if she was correct in saying that the Mint stopped having a second shift recently. Mr. Beumer said he did not know, and that this company operates only at the mint and has nothing to do with SilverTowne. Councilor Sells said that all of the questions about the tax abatement had been answered in the discussion of Cast Metal Technology. Councilor Sells motioned to proceed with the preliminary resolution for tax abatement for AM & ST Associates, LLC on the traditional five year abatement schedule. Councilor Loyd Seconded. Motion passed 5-0.

Police and Fire Department Salaries

Mayor Byrum told the council that it had come to his attention that the salary changes they had been proposed in their 2018 budget had not taken place. He had proposed to increase payment of leadership in each department, and the council eventually decided to increase the salary of employees of rank. However, some employees of rank are only receiving their leadership increase. Fire Chief Gary Moore explained that the wording for the Twenty Five Cent (\$0.25) raise that the council had approved across the board did not apply to administrative positions, as Mayor Byrum had proposed. He explained that sergeants in the police department and the lieutenants in the fire department only received a Fourteen Cent (\$0.14) raise due to their rank, instead of receiving the additional Twenty Five Cent (\$0.25) raise that was supposed to be across the board. In all, these employees should have received a Thirty Nine Cent (\$0.39) raise. This happened for all officers in both departments. Chief Moore requested an amendment to the salary ordinance to include the Twenty Five Cent (\$0.25) raise for those of rank. Clerk Treasurer Haney confirmed that this would only affect the police and fire departments, and asked if it would only affect four people. Chief Moore said it would only affect four people at the lieutenant level, but that all those that rank above them also did not get the base increase of Twenty Five Cents (\$0.25). Councilor Friend pointed out that he, as fire chief, received a Thirty Two Cent (\$0.32) cent raise, and he

confirmed, but said that this was without the base raise. Clerk Treasurer Haney said that the numbers were what she and Chief Moore had gone over before. Councilor Friend said that the amendment should only affect lieutenant positions because all other ranking positions received a quarter or more raise. Councilor Lennington said that he did not know what the gap between lieutenants and chiefs should be, but that if they only gave the quarter raise to lieutenants, then the gap would be Seven Cents (\$0.07). Chief Moore said he just wanted the council to review the budget and see if the lieutenants were the only ones that did not receive the base raise or if it was everyone of rank. Clerk Treasurer Haney said they could do that. Councilor Williams emphasized the importance of making sure the budget is right at the beginning of the year, rather than discovering an error at the end of the year. The council discussed their previous proposal and the numbers intended versus the numbers that were approved. Councilor Friend motioned to table the discussion until the next meeting so all councilors had time to look over the numbers. Councilor Loyd seconded. Motioned passed 5-0.

Speed Limit

Councilor Lennington explained that there is a speed limit sign for 20 miles per hour located at N Middle School Drive, which has received a lot of complaints from motorists. He and Mr. Cockerill looked up the regulations, and it stated that the speeding limit from Union City Pike to Highway 32 should be 30 miles per hour. Councilor Lennington motioned to make an ordinance changing the speed limit on the road south of Highway 32 from 20 miles per hour to 30 miles per hour until it reaches the city limits. Councilor Friend seconded. Motion passed 5-0.

Ohio Valley Gas

Mr. Meeks Cockerill informed the council that Ohio Valley Gas will come to them seeking road dedications once they finish their survey work.

Accounts Payable Vouchers

Clerk Treasurer Haney presented the accounts payable vouchers for the end of February totaling Eleven Thousand Seven Hundred Eleven Dollars and Seventy Seven Cents (\$11,711.77). March 1 to March 13 accounts payable vouchers totaled Nine Hundred Seventy Three Thousand Six Hundred Fifty Nine Dollars and Two Cents (\$973,659.02). This does include health insurance for city employees. The Payroll accounts payable vouchers totaled One Hundred Eighty Two Thousand One Hundred Fifty Eight Dollars and Sixty Three Cents (\$182,158.63). The total of all accounts payable vouchers is One Million One Hundred Seventy Six Thousand Six Hundred Thirty Nine Dollars and Forty One Cents (\$1,167,529.42).

Councilor Williams asked why the city pays the Randolph County recorder. Clerk Treasurer Haney explained that any document which is required by law to be filed as a recorded document (a refuse lien, for example) requires the city to pay Twenty Five Dollars (\$25) per document to record and an additional Twenty Five Dollars (\$25) to release. If a citizen purchases a property from the city at tax sale value and the recorded liens were documented before the citizen bought it, then the city would have to pay to release the lien documents. The city receives no money from this transaction. Councilor Lennington asked about the change order for Union Street. The Mayor is hopeful that Union Street will be released sometime in April. Councilor Lennington also asked what the cylinder for a grapple truck was, which had been purchased for Nine Hundred Thirty Eight Dollars (\$938.00). This was the arm for a sanitation truck. He also asked about the Four Thousand Seven Hundred Eighty Five Dollars (\$4,785.00) spent to grind up a tree (compost). The city used to have a grinder, but they sold it since it took two men to operate it year round, and it was too small. Councilor Lennington also asked why they paid the movie theater One Thousand One Hundred Forty Dollars (\$1,140). It was explained that this was for advertising

before films, including fire education. Councilor Friend asked about the bill from IU Health Ball Memorial Hospital Pharmacy Order. There was also payment for supplies from St. Vincent's Hospital. She asked if he had looked into the prices recently to see if this was the cheapest option. Chief Moore explained that they could not go to Muncie for the drugs they need every day, so they have a pharmacy order to get the drugs locally. Councilor Friend asked if there was any way to shop around, not just the fire department for medical supplies, but also the cleaning products at the animal shelter and other various expenses. Chief Moore explained that the fire department tries to spend their money as locally as possible, unless there is a tremendous price difference that would make a purchase from elsewhere worthwhile. Councilor Friend also asked why there was a charge to a Portland vet, as opposed to a Winchester or Randolph County vet. It was explained that this vet specializes in service dogs. Councilor Lennington is confused as to why the departments work so much overtime when he does not see it as necessary. Superintendent Bosworth said that the weather is the main proponent in overtime, so it is out of their hands.

Councilor Sells moved to approve the accounts payable vouchers. Councilor Williams seconded. Motion passed 5-0.

General Fund	\$7,886.96
MVH	\$1,135.35
Ambulance Non Reverting	\$7.04
CEDIT Fund	\$614.08
Animal Control Fund	\$2,044.34
LLE Continuing Ed Fund	\$24.00
General Fund	\$551,552.81
Motor Vehicle Highway Fund	\$135,136.85
Light Fund	\$5,557.58
Local Road and Street Fund	\$560.00
City Court User Fee Fund	\$641.00
Donation K-9	\$226.13
Beeson Farm	\$517.19
Fireman's Pension Fund	\$5,130.01
Ambulance Non Reverting Fund	\$26,399.29
CEDIT Fund	\$1,397.54
Employee Welfare Benefit Fund	\$38,278.68
Weed Assessment	\$75.00
Animal Control	\$627.24
Union street Reconstruction Fund	\$40,950.30
Winchester House Project	\$123,703.39
Court Cash Due County Fee	\$1,016.00
LOIT Fund	\$42,000.00

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One Hundred Seventy Six Thousand Six Hundred Thirty Nine Dollars and Forty One Cents (\$1,167,529.42).

Next Meeting

Mayor Byrum proposed that the next council meeting take place on April 16, 2018. Councilor Williams asked why the council was not meeting the first and third Monday of every month. Mayor Byrum explained that there was no business in front of the council for the last meeting and none to warrant another meeting. Councilor Williams pointed out that the salary issue needed to be addressed, as well as the park and other issues. Councilor Friend agreed and said that two weeks in advance is too early to say that there is no business when there are several things on the table. Clerk Treasurer Haney informed the council that she will be on vacation beginning March 23 and returning on April 2, so if the salary ordinance is to be amended, they need to let her office know as soon as possible. Councilor Friend motioned that they have a meeting on April 2, 2018. Councilor Lennington seconded. Motion passed 5-0.

Adjournment

There being no further matters to discuss, Councilor Sells moved to adjourn. Councilor Lennington seconded. Motion passed 5-0. The March 19, 2018 meeting was adjourned at 8:11 pm.

Mayor, Shon Byrum

ATTEST: _____
Vicki Haney, Clerk-Treasurer