

Town of Meridian Hills

Town Council Meeting Minutes

January 10, 2005

Council President Terry O'Brien called the regular meeting of the Meridian Hills Town Council to order at approximately 7 p.m. The meeting was held at the Hilbert Early Learning Canter at Park Tudor School.

Present: Terry O'Brien, Council President	Cecil Whitaker, Town Engineer
Abbe Hohmann, Councilor	Sue Beesley, Town Attorney
Kay Ivceвич, Councilor	Mike Russo, Town Marshal
Esther Q. Schneider, Clerk/Treasurer	

Pledge of Allegiance

State of the Town:

President O'Brien read his State of the Town and gave a special thanks to all of those who work behind the scenes to make sure that the town runs smoothly.

Council Hohmann suggested that the word "comprehensive" be dropped from the drainage study portion of the State of Town because there's not an actual plan to date. Cecil concurred and all agreed that the word should be removed.

Police Report:

Marshal Mike Russo will be submitting the annual training report to the State of Indiana, as required by state statute. He was pleased to announce that all of the town's officers far exceed the required amount of training.

The patrol has been stepped up on the overnight shifts as a means to deter. Officer Grimes likes that time slot and Marshal Russo said that the presence of a police car is, in fact, a great deterrent.

Two arrests have been made. Ryan Stoler was apprehended while "rolling a marijuana cigarette" at Holliday Park and four persons were arrested on outstanding warrants at Park Tudor.

Marshal Russo commended President O'Brien for developing a School Emergency Contact Reference Sheet. He, also, reinforced the notion that residents should lock their cars to help prevent them from being a victim of burglary.

Engineer's Report:

Town Engineer Cecil Whitaker stated that the drainage study identified nine (9) areas and that he drove those areas during the recent rains. Morningside Drive was the worst and is beginning to create a traffic

hazard. He will be meeting with Councilor Ivceвич on the 2005 road program and they will discuss this issue further at that time.

Cecil continued that at 71st Street and Williams Creek there is a sewage problem and that pedestrian access needs to be avoided. He will be reporting this incident, again, to the City of Indianapolis because the sewer problem is their responsibility and this issue is creating a health concern.

Gustin Mail, approximately the 7200 block of Penn, there is a hole and indicates that a pipe has collapsed in that location. Cecil said he plans on addressing this issue.

Paul Satterly from HNTB called Cecil today and said that the Town's records are ready to be picked up. Cecil asked Esther to forward him HNTB's invoice for a review of the charges.

President O'Brien suggested that Cecil check into the possibility of the portable signs that can be put out when a traffic or water concern creates the need. Cecil said he will advise once he's looked into it.

Cecil will be checking into the 75th and Penn concern. There's a road patching plan for the spring, but that he'll need to secure a list of vendors for the holes that require cold mix repairs immediately.

Fred Terzo, a resident attending the Council meeting, said that the drainage issue should be addressed sooner than later.

Cecil presented the new annual rate contract to the Council. Councilor Ivceвич made a motion to accept the increased rate from \$7,800 to \$8,200 per year. Councilor Hohmann seconded the motion and the vote carried 3-0.

Report of the Town Attorney:

Town Attorney Sue Beesley said there wasn't much to report and thanked Marshal Russo for tracking down the young man who 'took out the MH sign' at Arden and Meridian. Esther Schneider thanked Marshal Russo, as well, and said that she and her husband, Tom, were the ones who called the police and gave the responding officer that address where the young man lived.

Sue said that she had reviewed the contract that the Indianapolis Parks Department had submitted for the MH police to lock Holliday Park every evening and expressed concern about the Town's increased liability, and that the City wants to be indemnified. The contract would provide the Town with roughly \$3,000 in income for providing the service. Marshal Russo expressed his concerns over the ability to cover every shift and the increased liability this could create. He, also, reminded everyone that the park is physically not located in the Town of MH. Sue said she would see if the City will remove the indemnification clause from the contract.

Report of the Clerk/Treasurer:

Clerk/Treasurer Esther Schneider asked to discuss the last item contained in the report to be the first item

because of the pending 2004 Year End Report that is due to be completed for the State Board of Accounts at the end of February.

Deputy Clerk/Treasurer. I have to tender my resignation because I have been asked to join Mitch Daniel's team as a director of a division and Indiana state law dictates that 'one person cannot have two lucrative positions' within municipal and state governments. Adding a deputy clerk/treasurer is highly recommended to avoid any downtime with a transition. According to Charlie Pride, the 2005 budget can be amended to add a deputy clerk/treasurer.

Esther returned \$325.00 check to Dustmasters, Inc. on Dec. 16, 2005, per instructions from Cecil Whitaker.

Wellington stop sign removal. All of the designated stop signs on Wellington have been removed. One resident told me that he "was thrilled that his neighborhood no longer looked like lollypop land."

HNTB and Town's Records. Cecil was asked to secure all of the Town's records and have them stored at a second storage unit at Nora Storage by Friday, Jan. 14. The cost of the 10'x20' unit is \$1,524.70 per year. The final HNTB invoice won't be paid until all of the Town's records have been received. It was, also, discovered that the HNTB contract was still "live" and Terry O'Brien would be sending an official termination letter. The Council needs to approve the increase in the 2005 budget – storage total is now approximately \$2300 for both units.

Payroll Services & Reporting. Spoke with Charlie Pride regarding the Town Council's salaries and the Clerk/Treasurer's salary being obligated to pay social security and other applicable taxes. He said that the Town should have been paying all along, or the said persons should have been receiving 1099 forms, which Bloor did for the town engineer and attorney only. Asked as to why the State Board of Accounts annual audits did not detect this error and Charlie replied "I don't know, but the audit should have caught this problem, which needs to be corrected right away." Patty Ash at Prime Pay said she can include said persons for \$2 per check, as long as they are cut with the rest of the MH Police Department's employee's checks; special checks would be at an additional cost per check. Council will be paid \$400 once per quarter and the clerk/treasurer and deputy clerk/treasurer (if approved to hire) will be paid once per month. The additional costs are a total of \$1,615.68 for the three councilors and 2 clerks. The 2005 budget will need to be adjusted accordingly.

Outside audit. Charlie confirmed that the Town cannot have an outside audit in accordance with Indiana state law.

Stationary. EQS approved stationary, which is ready for pickup.

EFT and deposit notices. There's a problem with the transition in relation to the receiving of the deposit notices from Bank One and the State Auditor's office. I have since been able to leave word with the appropriate person at the Auditor's office, instructing the new change of address for the direct deposit notices and should have copies of the November and December payments soon. Marion County and Comcast have been notified as well. Until this issue is resolved, the books for November and December and the 2004 year-end cannot be closed.

Banking. I would highly recommend that the Town move its account back to the National Bank of Indianapolis, or another suitable bank. The way the Bank One account is structured, through Private Client Services, it is not conducive for "business" banking; the reports don't easily show records of deposits and transfers. I hope to have an analysis comparing the existing services with the Bank of Indy's in the next few days. If a change is made, it may take a few weeks and payments could be delayed.

Police fuel expenses. EQS and Kay met with Mike Russo for a better understanding of the police operations and to address EQS' inquiry about fluctuating monthly fuel expenses ranging from \$85 to as much as \$313 per month in 2004. Mike said this is due to the fact that the officers prefer to drive their own police vehicles and sometimes use the Williams Creek patrol car, which MH has a reciprocal agreement for officers to drive both cars. EQS asked if the officers could please use the MH car only to help regulate fuel consumption and Mike said he prefers this because it cuts down on the mileage of the MH car, which has 55,000 miles on it now, and saves the town money.

Police Uniforms. The MH hills officers do have a specific MH's uniform and EQS asked if the Town could pay the officers twice a year (Feb. and August @ \$230.50 each) versus one time per year (one payment of \$461 per officer) because last year two officers were given full clothing allowances in July and never worked again. Mike thought that two payments would be fine.

New Police Car. Mike confirmed that a new car would need to be ordered in approximately November of 2005 for a 2006 delivery. As stated before, the existing car is three years old and has 55,000 miles. He, also, said the need to replace the light bar on the car could come before the new car arrives and that the life span of a light bar is about 2 cars to every one light bar.

Police Training. Mike informed us that it's a state statute for MH officers have 18 to 25 hours of certification training and that most officers are paid \$21/hour and that Al Kasper, the Williams Creek Marshal, is paid \$24/hour for training. Two officers who were trained to teach the taser certification could, in fact, do outside training and return some of the proceeds to the Town. Also, Mike wanted it made clear that no officer can use "authority" from MH to secure another "police" position. The purpose of this is to ensure that the Town's liability would not effect in the event that officer was involve in an incident.

Warrants:

Claim#	Payee	Purpose	Amount
GENERAL FUND			
223	Abbe Hohmann	Reimburse IACT roundtable	\$ 14.00
224	Kay Ivceovich	Reimburse IACT roundtable	\$ 14.00
225	Esther Q. Schneider & Police Payroll	Police & ERQ payroll	\$650.00 +
226	Police Payroll	Police payroll service	\$ TBA
227	Bingham McHale	Town attorney monthly fee	\$1000.00

228	Schneider Corporation	Town engineer monthly fee	\$683.33
229	IP&L	Street lights	\$623.80
230	Prime Pay	Police payroll service	\$73.86
231	SBC	Police telephone	\$ 58.29
232	Speedway SuperAmerica	Police fuel consumption	\$166.11
233	Waymire APS, Inc.	Police patrol car repair	\$96.90
234	Mike Russo	Reimburse supplies	\$16.48
235	IACT	Annual dues	\$1287.00
236	IQuest	web hosting 3 months	\$105.00
240	Nora Self Storage	2 units – annual fee	\$2,261.70
241	Fred Goltart	Police night training	\$146.66

MVH FUND

238	Schneider Corporation	Street repairs	\$363.80
237	TSI	Street sign replacement	\$2,245.60
239	Bedwell Construction	Snow removal	\$13,135.00

Councilor Ivceвич asked if the Town's engineering records could be culled. Sue explained that State law dictates how and what records can be destroyed; records can't simply be deemed invaluable and destroyed.

Marshal Russo added greater detail to the Esther Schneider's report on the police.

Councilor Hohmann made a motion to move \$2,000 out of the website fund to pay for the additional costs associated with the new storage unit required to house the Town's engineering records; Councilor Ivceвич seconded and the vote carried 3-0.

New Business:

Councilor Ivceвич motioned to accept MH 09-04 (traffic sign standard) as amended at last month's meeting; Councilor Hohmann seconded and after some discussion, the vote was Councilor Ivceвич and President O'Brien *for* and Councilor Hohmann *against* and the motion passed 2-1.

Vote for New Town Council President:

Councilor Ivceвич nominated Terry O'Brien for Town Council President and Councilor Hohmann seconded the motion. Council Ivceвич and President O'Brien voted for and Councilor Hohmann voted against and the motion passed 2-1.

Councilor Hohmann wanted the record to reflect that she is not opposed to Terry O'Brien being voted in as President, but that she believes that the issue of his moving into another district within the Town of MH needs to be addressed before voting him in again as President as not to be presumptuous.

Funding for a Deputy Clerk/Treasurer:

The idea of hiring a deputy is that there's always a back-up for the Clerk/Treasurer and that the deputy be able to perform all of the tasks that the Clerk/Treasurer does, in the event of an immediate vacancy. The salary should be about \$3,600 and a job description needs to be compiled. Councilor Hohmann made the motion that the town attorney prepare the necessary documents for the February Town Council meeting; Councilor Ivcevich seconded and the vote carried 3-0.

MH 09-04. Redistricting of Districts President O'Brien motioned that the Ordinance be tabled; Councilor Ivcevich seconded and the vote carried 3-0.

Committee Reports:

Street & Thoroughfares – in addition to written reports attached, Councilor Ivcevich reported that Engledow was not interested in submitting a bid for landscaping plans for high profile Town right-of-ways after reviewing the scope of the work required.

The stop bars are about \$1,400 or \$4,000, depending upon the quality of the product being used.

Police Committee will meet January 26.

Development Standards & residential Construction Committee hasn't meet since December 13, but the next meeting is scheduled for January 27.

Communications Committee – President O'Brien will be giving the Council a draft of the newsletter for comments before it's printed. President O'Brien made a motion to approve the menu items on the website and recommending that the Council buys new signs, announcing the Town Council meetings; Councilor Hohmann seconded and the vote carried 3-0.

Approval of the January Warrants:

President O'Brien made the motion to approve the warrants as detailed; Councilor Ivcevich seconded and the vote carried 3-0.

President O'Brien closed the Council meeting at approximately 9:30 p.m.