

**UTILITY BOARD/COMMON COUNCIL**

**Tuesday, July 12, 2016**

**7:00 P.M.**

The Common Council and Utility Board of the City of Huntingburg met in joint session at its regularly scheduled meeting time on Tuesday, July 12, 2016 at the hour of 7:00 P.M. in the Council Chambers of the Huntingburg City Hall at 508 E. Fourth Street, Huntingburg, Indiana. Members Wehr, Kissling, McPherron and Blessinger were present. Also present were Mayor Spinner, City Attorney Schneider and Clerk-Treasurer Dippel. Member Bounds was absent.

Mayor Spinner called the meeting to order.

A motion was made by Blessinger, seconded by McPherron and carried to approve the minutes of the June 28, 2016 meeting.

A motion was made by Kissling, seconded by Wehr and carried to approve the claims as presented.

The Mayor indicated that he will be out of town on August 23, 2016 and would like to reschedule the Council meeting for August 30, 2016 at 7:00 P.M.

A motion was made by McPherron, seconded by Blessinger and carried to reschedule the August 23, 2016 Council/Utility Board meeting for August 30, 2016 at 7:00 P.M.

The Mayor presented quotes for a new copy machine for City Hall. He indicated the old machine is 8 years old and is having maintenance issues. The machine recommended by the Office Manager, Sue Tooley, was quoted at \$7,492.00 by Hoosier Business Machines. He indicated the current machine would be moved upstairs.

A motion was made by Kissling, seconded by McPherron and carried to purchase the copier recommended by Tooley.

The Mayor updated the Council on the Certificate of Occupancy. He indicated the State granted conditional approval allowing the City to offer Certificates of Occupancy. Attorney Schneider explained that the State meeting to approve the building code ordinance was moved and the State's legal counsel was not present at the meeting and because our ordinance did not look exactly like the State's template but contained all the required language, they granted conditional approval until their attorneys could review our ordinance.

The Mayor updated the Council on the City's application for the Community Crossings Grant, the State's local road and bridge matching grant fund. He indicated the application is being worked on and is due to the State by July 29, 2016. He presented a list of roads that will be included in the INDOT 50/50 matching grant application (Exhibit A). Tara Damin of Cash Waggoner & Associates was present and updated the Council on the application and asset management plan details.

The Mayor indicated that with the resignation of Gregg Miller as Water Superintendent he has conducted interviews and a search for a new Water Superintendent. He recommends hiring Jason Stamm as Water Superintendent. He indicated that Stamm, who is currently the Street Superintendent, will remain in that position as probationary interim Street Superintendent for a probationary period of 90 days to take care of street projects that are underway. It was noted that Stamm will be seeking required licensing for the Water Superintendent position. The Mayor noted in 90 days the situation will be evaluated and a decision will be made on the direction to proceed.

Attorney Schneider indicated that the Water Superintendent position is a mayoral appointment subject to the Utility Board's approval.

A motion was made by Blessinger, seconded by Kissling and carried to recommend Jason Stamm as Water Superintendent on the condition that the Council reevaluate this in 90 days.

Clerk-Treasurer Dippel presented a proposed ordinance that would adopt uniform internal control standards for the City of Huntingburg. He summarized the State requirements that each political subdivision maintain a system of internal controls in order to promote governmental accountability and transparency. He indicated that policies and procedures will need to be implemented, documented and reviewed for each department of the City. He also indicated that he, as Clerk-Treasurer, is required to certify to the State that all required personnel have received the required training.

A motion was made by Kissling, seconded by Wehr and carried to introduce Ordinance No. 2016-22 entitled:

**AN ORDINANCE ADOPTING UNIFORM INTERNAL CONTROL  
STANDARDS FOR INDIANA POLITICAL SUBDIVISIONS, AND MATTERS  
RELATING THERETO**

A motion was made by McPherron, seconded by Kissling and carried with unanimous consent to suspend the rules and consider the adoption of Ordinance No. 2016-22 at the same meeting it was introduced.

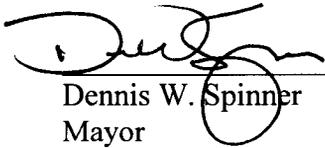
A motion was made by Blessinger, seconded by Wehr and carried to adopt Ordinance No. 2016-22.

Upon call of roll for the adoption or rejection of Ordinance No. 2016-22 the vote being 4 ayes, 0 nays, 1 absent (Bounds) in favor of adoption, Ordinance No. 2016-22 was duly passed and adopted this date at the hour of 7:29 P.M.

The Mayor informed the Council that he will be giving the State of the City address at 8:00 A.M on July 22, 2016 at the Huntingburg Event Center.

The Mayor informed the Council that there will be a dedication ceremony of the renovated police station on Sunday, July 31, 2016 in the early afternoon.

There being no further business before the Council, a motion was made by Kissling, seconded by McPherron and carried to adjourn the meeting at 7:31 o'clock P.M.

  
Dennis W. Spinner  
Mayor

  
Thomas A. Dippel  
Clerk-Treasurer

City of Huntingburg: Summary of CCMG Priority Projects

**1. N. Washington & 7<sup>th</sup> Street Road Reconstruction**

**(From Church Ave to 10<sup>th</sup> Street, N Washington to Van Buren on 7<sup>th</sup> Street)**

As part of the City's current 10<sup>th</sup> Street Reconstruction project, the N. Washington & 7<sup>th</sup> Streets Reconstruction project is also faced with same storm sewer and roadway issues. It will replace curb-and -gutter, improve the storm sewer system, as well as ADA.

By allowing traffic to flow more effectively in the City, this project will help the commuting workforce/public with congestion during peak times. It will also provide safety measures for vehicles, school buses, pedestrians, the County EMS and City's fire department, as well as with the two railroad connections. As an example, the County EMS is dispatched from this area and, with the up to 20 trains a day, this leaves drivers to locate alternate routes such as N Washington, 7<sup>th</sup>, and Van Buren Streets. As such, safety is a great concern.

**2. S 400W Road Reconstruction—Phase 2**

**(From just north of 12<sup>th</sup> Street to Phoenix Drive)**

As an industrial bypass connecting 231 to 64, this project consists three phases. As part of the 12<sup>th</sup> Street road project, Phase 1 was completed to 530ft north of 12 Street on S 400W. Phase 2 will commence from there, consisting of reconstructing the remainder of 400W to Phoenix Drive to include wider lanes, relocating ditches to address drainage issues, and striping. For Phase 3, the City will be applying jointly with the County in next year's applications to reconstruct the bridge located on this road. With recent heavy-rain events, a subdivision was greatly impacted with flooding issues.

A minor arterial, the road has narrow travel lanes, deteriorated ditches, no shoulders, and several drainage issues. Due to increased industrial traffic, widening the road and moving existing ditches will address both the drainage issues as well as accommodate for the increased traffic pattern.

**3. 11<sup>th</sup> Street Reconstruction**

**(From 231 to N Chestnut St)**

This reconstruction will consist of new curb-and -gutter and widening of the intersection to address the heavy truck and workforce traffic, as well as increase safety for the area. As major coordination in any project, the gas lines have been previously relocated by the City so this will not be an added cost to the project's scope. Additionally, Master Brand completed ADA and there are no storm sewers in this area—another cost savings.

This area is proven to be an industrial corridor with the nearly combined 400 employees between Touch of Class and Master Brand alone. When congested, the traffic locates alternate routes of travel. And, with the fire department being dispatched from the immediate area, this can impede their response to critical incidents.

#### **4. 12<sup>th</sup> Street Rehabilitation**

##### ***(From 231 to N Chestnut St)***

The City's 12<sup>th</sup> Street is a major collector road that carries nearly 350 heavy trucks daily. Unlike 11<sup>th</sup> Street, this street is concrete and will also consist of new curb-and-gutter. Additionally, the City intends to provide ADA ramps for future sidewalks.

As with 11<sup>th</sup> street, this area is proven to be an industrial corridor. The same measures will be taken to address connectivity and safety.