

**COUNCIL PROCEEDINGS  
CITY OF ATTICA**

**4-11-2022**

The Common Council for the City of Attica met on April 11th, 2022, at 6:00 P.M.

Those present at the meeting were: Council Members; Mr. Larry Grant, Mr. Scott Voorhees, Mrs. Patricia Hargan, and Mrs. Kaylie Carnahan. Also, present were Attorney Jud Barce, Mayor Duane Roderick, and Clerk Treasurer Joanne Broadwater.

**APPROVAL OF MINUTES OF PREVIOUS MEETINGS:**

- **Voorhees made a motion to approve the minutes from the March 14<sup>th</sup>, 2022, council meeting, Maus seconded, all were in favor and the motion passed.**

**CITIZENS PETITIONS:**

- Mark Mattern approached the council to express concerns about traffic using the private drive through his property to access Arms woods. Mattern stated his children play on their property and the traffic is a danger.

Roderick asked Swank about other access to the park since the city also uses this drive to provide maintenance to the park. Swank stated he would determine if there was any other way to access this area of the park and let the mayor know.

- Eric Smith of HWC Engineering gave a presentation to the council on the upcoming water project.
- Josh Rainey of Community Action spoke to the council and provided renderings of the low-income housing project they are working on. The council expressed concerns that the quality of work on the project would not be as good due to the increasing cost of materials, Mr. Rainey promised that the quality would not be impacted. However, due to the high cost of materials they may modify the design.

Roderick asked the council to consider a request from Community Action to waive the building permit fees for their housing project. **Voorhees made a motion to waive the permit fees totaling \$1,537 for 801 Taylor, 300 and 501 N. 5<sup>th</sup> Streets, Hargan seconded, all were in favor, motion passed.**

**COMMITTEE REPORTS:**

- Damon DeSutter, park board member provided handouts to the council of new playground equipment options. The council expressed their preferences, Damon stated he would get updated price quotes before he places an order.

Damon updated the council on the two mural projects, one on the basketball court at McDonald Park and the other on the Canada St. bridge.

Lastly, Damon asked the council to consider increasing the park program budget by \$4000 so they can hire two additional park program counselors this year. The current budget supports 4 counselors, one assistant director and one director. Broadwater stated an additional appropriation can be requested to increase the park program counselor budget to fund two new positions.

## **DEPARTMENT HEADS:**

### **Eric Swank Director of Public Works:**

- Provided an update on the sewer project, stated he was waiting on INDOT approval for a portion of the project.
- Hargan asked for an update on the property at 430 E. Main St. Roderick stated the BOWs has given the property owner 60 days to have siding on the property and have it completely enclosed.
- Voorhees stated he would like to see an annual rental inspection program in place to hold landlords accountable to minimum property standards. The council asked Attorney Barce what needs to be done towards this goal.

Barce explained that the city can create an ordinance that requires an annual inspection to issue a certificate of occupancy stating the property meets the minimum residential standards.

### **Police Chief Garret Miller:**

- The department currently has 3 officers and the SRO covering the 24-hour schedule.
- Miller reported on the new officer hired, his name is Zane Dillon, he will be sworn in at the June council meeting. Currently the county officers are helping cover the cities 24-hour schedule.
- The PD generated a new department Facebook page.
- Miller will be attending chief school at the academy, and officer Fesler will be graduating from the police academy the same week. After graduating, Fesler will complete a certified field training program before assuming his duties mid-July.
- Chief Miller stated the department has begun issuing notices of abandonment to properties, starting with 512 Ave 8. There are a least a half a dozen properties identified that will be receiving the notices, if the properties are not cleaned up the city will do the work and charge the property owner.
- Chief Miller asked what fund the Body worn cameras can be paid from, Broadwater stated she would check with Baker-tilly for their recommendation. Miller believed it should come out of the general fund year 1 and public safety years 2-7.

- Miller asked for council permission to order two Tahoe's and a Silverado once the new vehicle order window opens. Roderick gave Chief Miller permission to order all 3 vehicles.

**Fire Chief Mike Little:**

- Was not present.

**Rod Bannon, Economic Development Director:**

- Was not present.

**Joanne Broadwater, Clerk-Treasurer:**

- Broadwater asked for council permission to use the 10-million-dollar revenue loss option for the ARPA money the city received. **Maus made the motion, Voorhees seconded, all were in favor, motion passed.**

- Broadwater presented a list of additional appropriations that will be requested at a future meeting, to keep the council informed of the budget additions that will be necessary.

- ARPA report is due April 30<sup>th</sup>.

- The clerk's office is working on the SBOA required fund number conversion.

- Broadwater explained the new SBOA requirement effective with the annual report due February 2023, to report capital asset depreciation. Broadwater explained that the previous financial software tracked this but none of the information was converted to the new software, and the depreciation information is out of date and needs to be updated prior to the end of 2022.

Broadwater stated she needs assistance to create depreciation schedules for the capital assets. Hargan asked if Baker tilly could help with this? Broadwater stated they can, she would get a quote from them as well as another vendor for comparison. Carnahan stated it may make more sense to have BT assist us since they created the financial plan and are familiar with the city finances.

- Broadwater handed out a template of an ordinance for the revenue loss option for the ARPA funds. This is a template that we can use to draft our ordinance. Broadwater explained that this ordinance must be in place prior to using any of the ARPA money.

- Broadwater handed out a Baker tilly contract for council review, that outlines the ongoing services they can provide to implement the financial plan and keep it updated and current. Included is the scope of services they offer and the hourly rates for those services. Broadwater recommended we need their services to move forward with the implementation of the financial plan. Hargan asked if a limit can be placed on the contract, Broadwater indicated they could. Hargan

stated she would like to have a limit then request additional funds if needed. Broadwater stated she would reach out to Eric Walsh to get an estimate of cost for the ongoing plan implementation.

- Broadwater handed out current financial reports.
- Roderick stated the city wide clean up is scheduled for May 21<sup>st</sup>.

#### **UNFINISHED BUSINESS:**

- Voorhees stated he has questions regarding the financials that the council received from WEGA. Voorhees stated he would like to see line-item entries. Hargan, the WEGA representative from the council stated she would get some clarification.
- Roderick asked the council permission to sign the settlement agreement with C&D battery for the money owed to the city. The council granted permission.
- Barce sent the updated penalty ordinance around but had a suggested change he will send to the council by email.
- Barce handed out a copy of the letter that can be mailed to the residences of the downtown buildings. Barce brought this topic up for discussion by the council to determine exactly who they want these letters sent to, or what they want the ordinance to address in the downtown business district.
- Barce reported that he responded to a foreclosure complaint regarding liens the city has on the property. Barce's reply was that the city expected our liens to be honored.
- Barce gave a brief update on the Mark Stepp property and the property line issue. Barce's office continues to research this issue because it affects the cities project.
- Carnahan asked for a clarification on the letter that was drafted regarding residences downtown. The council continued to discuss this issue.

#### **NEW BUSINESS:**

- None

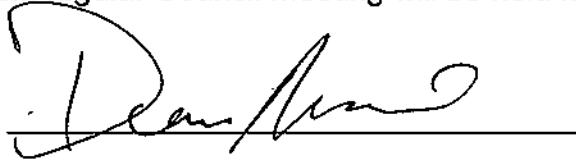
#### **MISCELANOUS:**

- None

**ADJORNMENT:**

Roderick stated he had no further business and requested a motion to adjourn. **Carnahan made the motion to adjourn, Maus seconded, all were in favor, motion passed, meeting adjourned.**

The next regular Council meeting will be held Monday, May 9, 2022, at 6:00pm.

A handwritten signature in cursive script, appearing to read "Duane Roderick", written over a horizontal line.

Duane Roderick, Mayor

ATTEST: A handwritten signature in cursive script, appearing to read "Joanne Broadwater", written over a horizontal line.

Joanne Broadwater, Clerk-Treasurer