

MINUTES OF A SPECIAL MEETING OF THE CLARKSVILLE TOWN COUNCIL HELD ON OCTOBER 21, 2010

A special meeting of the Clarksville Town Council was held as advertised on the 21st day of October, 2010, at 7:00 P.M. in the meeting room of the Clarksville Municipal Center Administration Building.

Council members present: Gregory Isgrigg, David Fisher, Raymond Richert, Paul Kraft, Vicki Appleby, Don Tetley and Bob Popp. Council members absent: None. Also present at the meeting: Assistant Fire Chief James Hendrick, Assistant Police Chief Dale Abell, Street Commissioner Donnie Hansford, Street Department Secretary Stacy Loyall, Stormwater Director Tom Clevidence, Council Administrative Assistant Trish Fraser, Parks Superintendent Brian Kaluzny, Planning & Development Director Sharon Wilson, Clerk-Treasurer Gary Hall, Deputy Clerk-Treasurer Anita Neeld, and Deputy Clerk-Treasurer Roberta McLemore.

Following opening remarks regarding the budget process by Clerk-Treasurer Gary Hall, the Council reviewed individual department budgets.

Council Member Popp commented on the Police Department's 2011 requested appropriation for gasoline being a large increase over the appropriation for the current year and inquired whether a record is kept of the number of miles used by each officer while working. Assistant Chief Dale Abell responded in the negative to that inquiry, but advised that a record is kept regarding the number of gallons of gasoline used and an officer using over 40 gallons a week is required to purchase fuel out of his own pocket. Council Member Popp stated that the number of miles used while on duty is needed for a better means of control, commenting that the Town needs to be more detailed in records of what is being done, and suggesting that officers report mileage readings when coming on duty and when going off duty on any vehicle that is used. Following discussion, Council Member Fisher stated that the Police Department can work on an accounting procedure for mileage. Council President Isgrigg recommended a mileage book for recording daily mileage and commented that the 40-gallon-per-week limit on Town-provided fuel has kept down gasoline costs for the Police Department.

Also with regard to the Police Department budget for 2011, Council Member Fisher noted that the overtime projected for 2011 could be reduced prior to adoption.

Sharon Wilson presented information on plans to institute new fees for services provided by the Planning & Development Department and increasing current fees as needed. Ms. Wilson stated that the department has eliminated take-home vehicles and would have no problem with keeping mileage records. Ms. Wilson further reported that the department has one large pickup truck which they would like to trade in for a more efficient vehicle and Council Member Popp inquired whether the truck could be traded to another department which could better utilize it. Ms. Wilson also advised that approximately \$200,000 could be reduced in the Category 1 group insurance appropriation prior to budget adoption.

Council Member Popp commented that the Police Department has had no property room items offered for auction for some time and inquired as to the status of items in the property room. Assistant Police Chief Abell advised that the department still has a property room, that most contraband items are destroyed, that guns are destroyed, that some items must be retained because of pending court cases and that recovered stolen property is returned to owners. Council Member Tetley inquired whether the Town receives more revenue from Town ordinance violations or state statute violations, and Assistant Police Chief Abell confirmed that Town ordinance violations bring in more revenue to the court on fines on guilty pleas and verdicts.

With regard to the Street, Sanitation and Town Garage budgets, Street Commissioner Hansford presented information regarding capital purchases which are needed. Council Member Fisher inquired whether the \$60,043 for lease-purchase of Sanitation trucks was still necessary

since it was indicated that the current agreement was paid off in April 2010, and Street Commissioner Hansford advised that no new lease-purchase agreement was planned at this time. Council Member Popp inquired as to what departments are utilizing the services of the two mechanics in the Town Garage, and the response was that the Police, Stormwater, and Building Commissioner's departments utilize the Town Garage for repairs. Council Member Popp also inquired whether the Town's major vendors of vehicle maintenance supplies offer volume discounts, and Street Commissioner Hansford responded that he believed the department may be receiving a fifteen percent discount from NAPA Auto Parts, commented on the higher quality of products offered by NAPA, and advised the department has had bad experiences with electronic parts purchased from other stores. Council Member Popp requested that discounts received be verified and reported back to the council. Discussion was also held on the Street Department's replacement policy involving entering into a short-term lease-purchase agreement on the backhoe and whether that practice should remain in effect or a new replacement plan considered.

With regard to the Municipal Center Maintenance budget, discussion was held in response to Council Member Popp's inquiries regarding the proposed capital outlays included in the request and Planning & Development Director Sharon Wilson advised that the Municipal Center maintenance personnel are seeking a solution to problems with the existing heating and cooling system in the Center, noting that the current system is fifteen years old, that it apparently has never worked properly and that an evaluation is necessary to determine whether it can be made to work properly at this time. Ms. Wilson also reported that it is recommended that bids be solicited for alternative solutions, such as replacing the existing heating and cooling system with a new system that involves zoning the building, and bringing that cost information back to the Redevelopment Commission for consideration.

With regard to the Fire Department budget requests, Assistant Chief James Hendrick reported that building maintenance issues at Headquarters resulting from damage in the vehicle maintenance bay due to a sinkhole is requiring an increased appropriation request, that the initial request for hydrant rental costs in the budget is not sufficient to cover recent rate increases by Indiana-American Water, and that a large increase is requested in the appropriation for OSHA-required gear because the current gear which has been sent out to a qualified company for repair has been rejected because it cannot be repaired adequately to meet OSHA standards.

With regard to the Parks & Recreation budget requests, Council Member Popp stated that he was encouraging the department to go to electric golf carts. Parks Superintendent Brian Kaluzny reported that the department strives to be as self-sustaining as it can, stating that its revenue sources need to be protected, and stating that there are three positions open this year that the department does not intend to fill. Mr. Kaluzny advised that the Parks Department has twenty-five buildings, one thousand parking spaces and five miles of golf cart paths but currently has no way of funding depreciation to obtain needed replacements or improvements for departmental buildings, systems and equipment.

Councilman Member Popp stated that in January the council should start back with the three-council-member-per-department liaison system and begin having monthly meetings in order to bring reports and recommendations to the full council.

There being no further items presented for consideration at this time, the meeting was duly adjourned at 8:50 P.M.

Minutes prepared by the Clerk-Treasurer of the
Town of Clarksville, Indiana

Minutes approved by the Clarksville Town Council
on _____,
2010.

Gary P. Hall, Clerk-Treasurer
of the Town of Clarksville, IN

Gregory L. Isgrigg, President
Clarksville Town Council