

**MINUTES OF A MEETING OF  
THE CLARKSVILLE TOWN COUNCIL  
HELD ON NOVEMBER 21, 2011**

A meeting of the Clarksville Town Council was called to order on November 21, 2011, at 7:00 P.M. in the meeting room of the Clarksville Municipal Center Administration Building by Council President Gregory Isgrigg, who chaired the meeting.

Council members present: Gregory Isgrigg, Paul Kraft, Raymond Richert, Don Tetley, David Fisher, Vicky Appleby and Bob Popp Council members absent: None. Also present at the meeting: Town Attorney Chris Sturgeon, Town Attorney Rebecca Lockard, Fire Chief Thomas Upton, Police Chief Dwight Ingle, Street Commissioner Donnie Hansford, Director of Engineering and Stormwater Tom Clevidence, Mike Otto representing the Town's wastewater facility management firm, Project Coordinator Brittany Montgomery, Planning Director Sharon Wilson, Parks Superintendent Brian Kaluzny, Building Inspector Ilpo Majuri, Council Administrative Assistant Trish Fraser, and Deputy Clerk-Treasurer Roberta McLemore.

**Recognition of Providence High School Girls Soccer State Championship Team...**

The players and coaching staff of the Providence High School Girls Soccer Team were honored for their championship season. Council President Greg Isgrigg expressed congratulations and acknowledged the pride the Town has for their achievement of winning the state championship. Council President Isgrigg presented a plaque recognizing their accomplishment, and Street Commissioner Donnie Hansford displayed a sample of the signs which will be posted around the community in tribute to the team's championship season. Head coach of the team, Dave Smith, who was named coach-of-the year, expressed his appreciation of the talent and character of the team members, stating that they also have been fantastic ambassadors for the community.

**Approval of Minutes...** A motion was made by Council Member Kraft to approve the minutes of the November 7, 2011 meeting of the Council. The motion was seconded by Council Member Tetley and carried by unanimous vote.

**Request for Sewer Service...** Mr. Guy Guernsey stated that he is the owner of property on Highway 60 in Clarksville on which he operates a mobile home court with eight mobile homes currently on a septic system, and reported that the County Health Department had observed that there are Town sewer lines in the area and advised that he would need to tap into the Town's sewer line. Wastewater facility management representative Mike Otto reported that with the present configuration of the mobile home court and the location of the Town's lines there would be some decisions to make regarding the connection method, noting that there are only two taps available in that area. Following discussion regarding the number of taps needed, line sizes, and the possibility of connecting lines into a manhole, Mr. Guernsey was requested to obtain the necessary additional information, work with Mr. Otto to finalize the plan, and come back to the next council meeting.

**Approval of Addendum to Current Wastewater Facility Management Contract with American Water...** Following the presentation of an addendum document in connection with the wastewater facility management contract between the Town and American Water Environmental Management Corporation calling for an adjustment of the total annual fee to \$1,997,007.91 with a monthly operations fee payment schedule of \$166,417.33 being requested, a motion was made by Council Member Fisher to approve the proposed contract amendment. The motion was seconded by Council Member Kraft and carried by unanimous vote.

**Update on Local Business Promotion Event: Festival of Flavors...** Mrs. Shannon Kopf presented an update on the Festival of Flavors event preparations, reporting that there are eleven confirmed vendors participating at the event which will be held December 8<sup>th</sup> at the Montrose Restaurant on Lewis & Clark Parkway, and that ticket sales, which will be held to two hundred due to the restaurant capacity limits, are underway. Mrs. Kopf reported that the local vendors are pleased with the promotion efforts.

**Approval of Employee Assistance Program Contract...** Dana Cooper, coordinator of the Town's wellness program benefits, presented for consideration a proposed contract with

Will Radford of Family & Children's Therapy Solutions, LLC and Carla Roth of Roth Counseling, LLC to provide an employee assistance program which will provide support, crisis intervention and offsite counseling to employees and their families who encounter circumstances which adversely affect their physical, mental or emotional health to the detriment of their job performance, and advised that the service will include instruction and training for supervisors so they might recognize the need for employees to seek the services offered. Ms. Cooper stated that services provided would be charged on a flat-fee- per-type-of-service basis as listed in the proposed contract and that the fees could be paid from the Town's non-reverting self-insurance fund as a wellness benefit cost. Following discussion, a motion was made by Council Member Richert to approve the contract and to limit spending under the terms of the contract for this wellness benefit to a maximum of \$20,000 per year from the Town's non-reverting insurance fund. The motion was seconded by Council Member Appleby and carried by unanimous vote.

**Approval of Workers Compensation and Property & Casualty Coverage Providers for the period from 12/1/11 through 11/30/12...** Edward Cooper reported that Maverick Insurance and Neace Lukens Insurance are now in the process of transitioning from operating under two individual names to operating most areas of their insurance business under the single name of Neace Lukens and presented a quote package prepared by Neace Lukens with two options for workers compensation and property and casualty coverage, including a terrorism coverage package, for the ensuing insurance policy year beginning December 1, 2011. Mr. Cooper presented documentation showing policies active in the current year, and showing the coverage descriptions, including deductible and coinsurance amounts, for the ensuing year offered by Travelers, the current year's provider, as Option #1, and Houston Casualty/IPEP, as Option #2, along with a summary of the differences between the offerings of these two companies. Mr. Cooper reported that through negotiations the workers compensation renewal cost would be reduced by \$16,919 and the property and casualty premium, with better coverage, would be reduced by \$14,760. Following discussion, a motion was made by Council Member Fisher that the Option #2 coverages being offered by Houston Casualty and IPEP be approved for the policy year beginning December 1, 2011. The motion was seconded by Council Member Tetley and carried by unanimous vote.

**Approval of Agreement for Insurance Agent of Record...** Edward Cooper presented for consideration proposed standard agency agreements for insurance agent of record services between the Town of Clarksville and Edward Culpepper Cooper, Neace Lukens/Maverick Insurance LLC for wellness services and for general insurance services. Following discussion, a motion was made by Council Member Kraft to retain Mr. Cooper as agent of record for the duties named in the agent of record agreement documents for insurance and wellness services. The motion was seconded by Council Member Richert and carried by unanimous vote.

**Approval of Contract with HDR Engineering, Inc. for Wastewater Treatment Plant Improvements...** Project Coordinator Brittany Montgomery presented a proposed agreement between the Town and HDR Engineering, Inc. for professional engineering services in connection with wastewater treatment plant improvements as specified in Section 2 of the proposed agreement for a lump sum fee of \$950,000. A motion was made by Council Member Fisher to approve the proposed agreement with HDR Engineering, Inc. and the motion was seconded by Council Member Richert. Following discussion in which Council Member Popp commented on the benefit of having Gary Boblitt of HDR Engineering working on this project because of his knowledge of the initial design and various changes in the plant over the years, the motion was carried by unanimous vote.

**Approval of Change Order No. 2 on Harrison Avenue/Jackson Street Road Repair Project...** Engineer Harold Hart presented a change order on the Harrison Avenue and Jackson Street road repair project for an increase of \$23,900, bringing the revised contract amount to \$286,598.05 at this time. Council Member Popp questioned whether there is a current load limit on Harrison Avenue, commented on the need to make sure load limit signs are posted, and noted that the load limit authorization must be determined before violations can be enforced. Council President Isgrigg stated that Harrison Avenue will not be reopened until load limits are determined and enforceable, and that further information will be presented at the next meeting. Following discussion a motion was made by Council Member Kraft to approve Change Order No. 2 on the Harrison Avenue/Jackson Street Road Repair Project in the amount of \$23,900. The motion was seconded by Council Member Popp and carried by unanimous vote.

**Adoption of Transfer Ordinance 2011-BUD-14...** Town Attorney Sturgeon presented for consideration a proposed ordinance numbered 2011-BUD-14 transferring appropriation amounts between major budget classifications within specified funds or departments. A motion was made by Council Member Fisher to consider the proposed transfer ordinance for adoption on its first reading at this meeting. The motion was seconded by Council Member Kraft and carried by unanimous vote. A motion was made by Council Member Fisher to adopt Ordinance 2011-BUD-14. The motion to adopt was seconded by Council Member Kraft and carried by unanimous vote.

**Approval for Purchase of a Replacement Pickup Truck...** Street Commissioner Donnie Hansford requested authorization to purchase a used pickup truck to replace a street department truck involved in an accident for an amount not to exceed the \$9,328 amount received in a settlement from the insurance company for the total loss of the truck. Street Commissioner Hansford reported that he had attempted to get three quotes from local dealerships on a replacement truck and had received one response. For the record, there was no response to the request for a quote from Bob Poynter Chevrolet, no response to the request for a quote from Coyle Chevrolet, and John Jones Chevrolet had submitted a quote of \$7,600. Following discussion, a motion was made by Council Member Richert to approve the purchase of a replacement pickup truck from John Jones Chevrolet with funds received from the insurance settlement. The motion was seconded by Council Member Appleby and carried by unanimous vote.

**Police Department Report...** Police Chief Ingle reported that the photo I.D. equipment purchased by the department is beginning to be utilized in the local elementary schools, and that positive response to the program is being received.

**Approval of Small Drainage Project in Beechwood Manor Subdivision...** Stormwater Director Tom Clevidence requested authorization to undertake a small drainage project to relieve a soil-erosion and standing-water problem located at 1311 Hibiscus Drive in Beechwood Manor Subdivision, noting that a significant portion of the water appears to be coming into this area from the Rosewood Drive area of the Lincoln Heights Subdivision. Mr. Clevidence reported that three quotes had been submitted, those being a lump sum quote of \$9,500 from TSI Paving, \$10,400 from Goodman Construction, and \$8,900 from Estes Excavating, and recommended that the low quote be approved. A motion was made by Council Member Tetley, seconded by Council Member Kraft and unanimously carried that the low quote of \$8,900 from Estes Excavating be approved for the Hibiscus Drive drainage project.

**Discussion Regarding Placing of Liens on the former Colgate Plant Property...** Discussion was held on the placing of liens on the former Colgate Plant property for nonpayment of stormwater fees and Council President Isgrigg reported that he was scheduled to meet with representatives of the property owner regarding this situation.

**Authorization for Purchase of Wastewater Utility Truck...** Wastewater facility manager Mike Otto presented three quotes in connection with the proposed purchase of a new utility truck, and advised that the purchase is being requested according to the schedule of the utility's five-year improvement plan. For the record, the quotes were obtained in the amount of \$32,689.82 from Carriage Ford, in the amount of \$32,820.45 from Coyle Chevrolet, and in the amount of \$33,649.81 from Jim O'Neal Ford. Following discussion, a motion was made by Councilman Kraft to approve the purchase of a wastewater utility truck from Carriage Ford in the amount of \$32,689.82. The motion was seconded by Council Member Richert and carried by unanimous vote.

**Approval for Repair of Overhead Crane in Wastewater Facility Sludge Building...** Wastewater facility manager Mike Otto reported that there is a problem with the 25-year-old overhead crane in the facility's sludge building and that the initial estimated cost of repair would be between ten and twenty thousand dollars. Following discussion, a motion was made by Council Member Richert to proceed with repairs to the overhead crane in an amount not to exceed ten thousand dollars. The motion was seconded by Council Member Appleby and carried by unanimous vote.

**Donation from American Water Operations and Maintenance, Inc. to Shop-With-A-Cop Program...** Wastewater facility manager Mike Otto presented local F.O.P. President Joel DeMoss with a check in the amount of \$1,000 from American Water Operations and Maintenance, Inc. as a donation for the F.O.P. Lodge's Shop-with-a-Cop program. On behalf of the F.O.P., Officer DeMoss expressed appreciation for the support of the program.

**Report on Eastern Boulevard Revitalization Grant...** Project Coordinator Brittany Montgomery reported that the grant award on the Eastern Boulevard Downtown Revitalization was in the amount of \$50,000, and would require a local share of \$99,766 which is to be paid from TIF appropriations as approved earlier this year by the Redevelopment Commission.

**Approval for Closing of Midway Park Due to Wastewater Plant Improvement Plan...** Project Coordinator Brittany Montgomery reported that it is necessary to close Midway Park to the public effective December 1, 2011 in order for the wastewater facility improvement project activities to begin. Following Parks Director Brian Kaluzny advising the council that that the Parks Department has no objection to the closing of Midway Park, a motion was made by Council Member Popp, seconded by Council Member Fisher and unanimously carried to approve the closing of Midway Park to the public effective December 1, 2011.

**Temporary Closing of North Clark Boulevard on December 3, 2011...** Planning Director Sharon Wilson reported that an application had been received for a Family-Fun-Run event which is scheduled to take place at 10:30 A.M. on December 3, 2011, and that the closing of a section of North Clark Boulevard for a short time on that date will be required.

**Report of Need for Additional Appropriation by Reduction in Connection with Insurance Premium Distributions...** Deputy Clerk-Treasurer Roberta McLemore reported that in order for expenditures for property, casualty and worker's compensation insurance to more accurately reflect the actual obligations of each department of the Town, a proceeding for an additional appropriation in some General Fund departments which will be funded by the reduction of some existing appropriations in other departments of the General Fund will be advertised for a public hearing to be held at the December 5, 2011 meeting.

**Council Comments...** Council Member Fisher expressed thanks to the Street and Stormwater employees for cleaning the ditch along Newman Avenue. Council President Isgrigg reported that Kevin Hammersmith, a regional manager with Duke Energy, had lost his life this past weekend when the automobile he was driving was struck by another vehicle. Council President Isgrigg stated that Mr. Hammersmith was actively involved in community affairs in Southern Indiana and would be greatly missed by all those who knew and worked with him.

**Approval of Claims...** Accounts payable registers presented for approval consisted of Town pre-approved claims issued 11/8/11 through 11/21/11 in the amount of \$731,024.02, Town current claims in the amount of \$134,301.43, Wastewater & Stormwater utility pre-approved claims in the amount of \$22,960.90 and Wastewater & Stormwater utility current claims in the amount of \$195,180.61. A motion was made by Council Member Tetley to approve the accounts payable registers presented. The motion was seconded by Council Member Fisher and carried by unanimous vote.

**Adjournment...** There being no further business to come before the Council at this time, on a motion made by Council Member Tetley, seconded by Council Member Fisher, and carried by unanimous vote, the November 21, 2011 meeting of the Clarksville Town Council was adjourned at 8:22 P.M.

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

Minutes approved by the Clarksville Town Council on  
the 5th day of December, 2011

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Gary P. Hall, Clerk-Treasurer

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Gregory Isgrigg, President  
Clarksville Town Council



