

**MINUTES OF A WORK SESSION OF
THE CLARKSVILLE TOWN COUNCIL HELD ON JANUARY 22,
2013**

A work session of the Clarksville Town Council was called to order on January 22, 2013, at 7:45 P.M. in the executive conference room of the Clarksville Municipal Center Administration Building by Council President Bob Polston who chaired the meeting.

Council members present: John Gilkey, Paul Kraft, Donald Tetley, Bob Popp, Paul Fetter, Tim Hauber, and Bob Polston. Also present at the meeting: Street Commissioner Brad Cummings, Mike Otto Wastewater Facility Plant Manager, Town Attorney Chris Sturgeon, Parks Superintendent Brian Kaluzny, Administrative Assistant Patricia Fraser, Clerk-Treasurer Robert Leuthart, Redevelopment Director Nick Lawrence, Insurance Clerk Naomi Polston, Administrative Assistant of Finance Roberta McLemore, Project Coordinator Brittany Montgomery, and Chief Deputy Clerk-Treasurer Sherry Lockard.

Insurance Financial Review... Edward Culpepper Cooper presented information regarding insurance and ideas that will go before the insurance review committee. Mr. Cooper made the following suggestions: more Town Board participation in the wellness program-would like to see 3 board members on the committee; CPR certification for each Town building, preferably each department; possibly installing some exercise equipment in each building/department; proposed a cooking class focusing on nutrition; possibility of a Health Fair; re-iterated the Fitness Center benefit; encouraged all to participate in the bio-metrics testing; went over the flu shot program; summarized the EAP program; discussed held regarding Safety Committee and for it to be more active. Renewal of Health Insurance will be May 1, 2013. (See documents presented at meeting)

Consulting Proposal regarding Job Descriptions and Salaries... Amy Letke of Integrity – HR presented a power point presentation regarding salaries and job descriptions for town employees. Proposal came to \$29,850.00 for 54 different positions, plus additional costs for any additional positions, descriptions and department analysis. Discussion was held, and a committee was formed with respect to what the Town's needs are and how the needs can be met.

Salary Review and Job Description Committee... Council Member Don Tetley made a motion to appoint the following for the committee. Council Member John Gilkey seconded the motion and was carried by unanimous vote. Committee members are Council Member Bob Popp, Council Member Bob Polston, Administrative Assistant Trish Fraser and Parks Superintendent Brian Kaluzny. The committee is to develop specifics of contract and bring back to the Council. No vote on the contract at this time.

Effluent Line/Levee... Project Coordinator Brittany Montgomery advised that the moisture content of the soil that was removed was too high to put back and there is probably not enough time for the soil to dry out with our current weather conditions. Ms. Montgomery advised the Town had 2 options: (1) we can truck in dry soil for \$12,000.00 (2) or we could leave the levee open until the weather dries up and take our chances with the current soil we have drying out. However, if we were required to enact the levee closing plan, the cost to do so would be \$87,000.00. Ms. Montgomery recommended we spend the \$12,000.00 in order to not have to enact costly levee closing plan and to restore the levee quickly. Discussion was held. Council Member Paul Kraft made a motion to suspend rule to vote regarding the levee issue. Council Member John Gilkey seconded the motion and was carried unanimously. Council Member Paul Kraft made a motion to spend the \$12,000.00 and fill in the levee. Council Member John Gilkey seconded the motion and was carried by unanimous vote.

Council Member John Gilkey advised Utica called and would like to have one of our vehicles we aren't using. It was advised that the Stormwater Dept. has taken the vehicle in question.

Town Attorney Chris Sturgeon made a suggestion of the raising the threshold regarding permission to buy from \$5,000.00 to \$10,000.00. No action taken.

Adjournment... There being no further business to come before the Council at this time, the meeting was adjourned at 9:27 P.M.

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

Minutes approved by the Clarksville Town Council
on the 22nd day of February 2013

Robert P. Leuthart, Clerk-Treasurer
Town of Clarksville, IN

Bob Polston, President,
Clarksville Town Council