

## **NASHVILLE TOWN COUNCIL MEETING THURSDAY, MAY 7, 2009**

**ATTENDANCE** – Council members present – President Roger Kelso, Vice-President Robert Kirlin, Councilmember Dale Cassiday and Councilmember Charles B. King. Council member not present – Councilmember Arthur Omberg. Also in attendance – Town Superintendent Roger Bush, Chief Administrator Phyllis Carr and Clerk-Treasurer Brenda Young.

### **REGULAR COUNCIL BUSINESS**

**1) CALL TO ORDER** by President Kelso at 7:11pm.

#### **2) TOWN MAP**

Vice-President Kirlin presented a proposal from Miller Architects to create a Town Map at a cost of \$8,000. Vice-President Kirlin commented they will be getting a lot for their money going with this proposal. Councilmember Cassiday would like a smaller map that could be folded and given out to tourists showing streets, parking and restrooms.

Doug Harden was present to answer questions about the map. He presented a mock up of the map that could be created and noted that since this is in a digital format they can print the map in any size they need. He further explained that in a pdf file they can turn on and off layers of the map as desired. Mr. Harden noted what the maps could include items such as sewers and zoning.

President Kelso asked what it would cost the Town to add the section just recently annexed plus Coffey Hill and Orchard Hill. Vice-President Kirlin advised those areas are already included in the proposal. Discussion.

Vice-President Kirlin commented as far as budgetary purposes they shouldn't have a problem of taking the money out of the Riverboat Gambling funds. Clerk-Treasurer Young agreed there was money in the fund to pay for the map.

President Kelso asked how much trouble it would be to put a standard border around the map so they can reference it and add a legend to help read the map. Mr. Harden advised he could add a border and legend to the map. President Kelso commented this is an excellent price for the amount of information they are getting.

Vice-President Kirlin made a motion to accept the proposal for the Town Map as presented in this meeting at a price of \$8,000.00. Councilmember King seconded the motion. All were unanimously in favor.

#### **3) SEWER EXPANSION PROJECT UPDATE**

President Kelso noted one of the key things they are interested in is what the progress has been on the job itself as far as acquiring easements and waivers of remonstrations. Town Superintendent Bush reported since the information in the paper came out informing residents if the Town did not get more easements they would have to stop the project, they gained another 27% in Orchard Hill. He presented a map of those areas that have completed the paperwork and those that have not in Orchard Hill and noted the paperwork for Coffey Hill is still at the Recorder's office and he does not have that information available.

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President Kelso commented that he appreciates all the effort put into this project but they still don't have a viable project yet as far as easements go. Councilmember Cassiday commented they are at 77% of the easements. Vice-President Kirlin noted this is a step in the right direction and he knows of someone working very hard trying to make this up to 99%. Chief Administrator Carr explained the ones they are having issues with is a spouse is deceased and she needs to obtain copies of the death certificate at \$6.75 each. Vice-President Kirlin asked that she call John Kennard at the Health Department and see if the fee can be waived as the project is helping the Health Department.

Chief Administrator Carr reported some of the paperwork has been sent to homeowners that live out of state and some homes in Orchard Hill have been turned over to the bank. Vice-President Kirlin commented there are two homes like this and they are working on getting the paperwork completed. Town Superintendent Bush confirmed they need 19 more easements to get them to 100% of the easements.

President Kelso asked about the status of Coffey Hill. Chief Administrator Carr explained the bulk of the easements should be back from the Recorder's office tomorrow. Vice-President Kirlin asked for a list of all those people that have not signed the forms. Chief Administrator Carr gave Vice-President Kirlin the list for Orchard Hill and advised she would have the Coffey Hill to him tomorrow. Councilmember King asked how many easements are still needed for Coffey Hill. Town Superintendent Bush advised they have 55 easements signed but he is not sure how many properties go with these easements. President Kelso asked how many easements were needed. Town Superintendent Bush reported there are 83 service connections in this area. President Kelso estimated they are at 68% of the easements needed for this area.

Chief Administrator Carr made the deadline for Friday, May 15<sup>th</sup>, 2009 to have all the easements signed and completed for the Coffey Hill area. Discussion. Vice-President Kirlin mentioned they still have a long way to go but they are going in the right direction.

President Kelso noted a lot of the progress with obtaining the easements has a bearing on what they decide to do on the engineering contract because they are basing the proposal on percent of construction and he does not know how they are going to sign it if they don't know what the construction is going to be. Tony Akles of Strand Engineers suggested the Council not vote on this tonight because Rural Development will have to look at the engineering agreement and they have not done that yet. Discussion.

President Kelso asked that Town Administration have a similar map that shows how much of each of the areas have signed waivers of annexations as well. This should help them make some final decisions just as well. Councilmember King asked that the maps be printed in black and white then color code them so they have a clearer picture of what they are looking at. Council asked that this map be ready for the next Council meeting. Vice-President Kirlin will get a black and white copy of the map from Steve Miller.

Town Superintendent Bush reported he spoke with Jason Kearns with Congressman Baron Hill's office and they are willing to give the Town a letter of support when they get ready to go for the grant.

#### **4) ENGINEERING SERVICES CONTRACT**

President Kelso asked if anyone has looked at the letter of explanation of the proposed engineering services contract. Vice-President Kirlin has reviewed it and commented the price was high. Tony Akles said he heard that before and that is why he wrote the letter. Mr. Akles said he hasn't been able

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to get in contact with Rural Development as they are not returning his phone calls. He believes this is due to Rural Development being swamped with projects that are shovel ready and probably concentrating on those projects.

Vice-President Kirlin asked if the probable construction costs are the original prices and if they would go down. Mr. Akles replied they are the original costs, but they have had a couple bid openings over the last months that have come in lower. Discussion.

President Kelso asked for a simplified schedule for the Council to follow. Vice-President Kirlin asked if they apply with Rural Development how long it takes to find out if they got it. Mr. Akles advised it used to not take very long, but they called them two weeks ago and still have yet to hear from Rural Development. Usually once they address all the comments on the two reports the letter of commitment is fairly quick, maybe two weeks to a month. Vice-President Kirlin asked if Mr. Akles could possibly see the Town starting construction in the spring of 2010. Mr. Akles commented potentially they could start then if they have everything worked out right, they could get the OCRA grant and be ready to go. President Kelso wondered aloud if all the loose ends have been tied up in order to start by the spring of 2010. Town Superintendent Bush will go over to Strand next week and work on that schedule and resolve loose ends.

### **5) STREET PAVING PROJECT**

Town Superintendent Bush started with the list from last year and also had Councilmember King go around and see if he had any additional streets he would like added. Town Superintendent Bush compared his list with Councilmember King's list and chose the ones that had the most priority: Oak Run and the south end of Artist Drive. He added two alternates, one being West Gould which is actually in a lot worse condition but the reason he chose to take it as an alternate is the next item they are going to discuss in the meeting is Grant Administration Procurement for DR1 and DR2 projects. The DR2 project he selected will have to do with Gould Street which will require it to be repaved.

President Kelso asked what a DR1 and DR2 means. Town Superintendent Bush explained he and Vice-President Kirlin met with OCRA and DR1 is in regard to the 25% match from the FEMA on the flood damage they received last year. The DR2 which is an OCRA grant for up to one million dollars for the storm water project with a zero match, all free dollars. Town Superintendent Bush took the Gove information to Strand Engineers and had them look at the project and give him what a cost list would look like. They gave him an estimate of close to the million dollars and this is why he chose this area for the storm water improvements.

Vice-President Kirlin asked why Town Superintendent Bush is passing over the two streets he had ranked with the highest priority. Town Superintendent Bush reported they looked at East Main last year and Council decided this really wasn't as big of a priority as some of the other streets in town. Discussion. Town Superintendent Bush advised he has \$27,000 budgeted for street paving. Vice-President Kirlin noted the streets being requested to be paved come in at \$33,000. Councilmember King would like to see some of the funds saved for patch work they have discussed. Discussion. Town Superintendent Bush would like to see how the street paving bids come in and decide from there which streets to pave.

Town Superintendent Bush noted that Vice-President Kirlin wanted him to bring up street sweeping in Helmsburg. He came up with a cost to do this and they spoke with the County about trading work. The County Highway Department has a unit that is made to spray and fill pot holes. Town Superintendent

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Bush suggested they could use that unit to spray cracks in the road and perhaps they could trade the street sweeping for the spraying unit.

Town Superintendent Bush advised he sent out the bids to dovetail with the County's request for bids in order to save money. Vice-President Kirlin clarified the advantage to doing it this way will allow for one paver to do the Town and County work at a cheaper price by doing it all in the same local area. President Kelso is not so sure that the contractors are really going to be so generous as to give a discount to two different entities.

Clerk-Treasurer Young asked if the dates for the published requests for bids have already been published. Town Superintendent Bush confirmed those dates had already been published and clarified the bids would be opened on June 4<sup>th</sup>, 2009 at 6:30pm.

President Kelso asked if the Council had authorized Town Superintendent Bush to put out these streets for bids. Town Superintendent Bush explained that since they were trying to dovetail in with the County he had to go ahead and put them out. Vice-President Kirlin had asked what would happen if the Council wanted to make changes and Town Superintendent Bush advised he would send out an addendum to the bids. President Kelso wondered if they should be paving the roads or maybe slurry sealing all the roads instead. Town Superintendent Bush advised they don't have to accept the bids when they come in. Councilmember King commented there are certain places where absolutely repaving would be advisable. Discussion. Town Superintendent Bush asked that they see what the bids look like before they make any final decisions.

### **6) GRANT ADMINISTRATION PROCUREMENT**

Town Superintendent Bush reported he sent out three e-mails to grant administrators as required by OCRA. One company failed to respond, another company (River Hills) told him he would not give a quote at this time so they were left with only one grant administrator responding with a quote and that company being ARA. Town Superintendent Bush passed around the quote from ARA to the Council. Town Superintendent Bush reviewed the layout of the DR2 project with the Council. Discussion.

Town Superintendent Bush advised the application deadline for DR2 is July 31<sup>st</sup>, 2009 and the deadline for DR1 is June 12<sup>th</sup>, 2009. Vice-President Kirlin noted they need to approve a grant administration at this meeting so they can meet the application deadline for DR1. President Kelso commented he is not a fan of redoing the Jefferson and Main portion as this would be tearing something up that was just recently put in. Town Superintendent Bush advised this was just preliminary when they do the final design they can take out whatever they wish. President Kelso likes to talk about this up front.

Vice-President Kirlin made a motion to approve ARA as the Grant Administrator of DR1 and DR2. Councilmember King seconded the motion. All were unanimously in favor.

### **7) ANY OTHER UNFINISHED BUSINESS OR COMMENTS THAT MAY COME BEFORE THE COUNCIL**

Town Superintendent Bush spoke of the Freeman Ridge project and informed the Council they need to nominate a representative for the Town for the Common Construction Wage Hearing. He suggested they nominate Steve Gore for this position. Vice-President Kirlin made a motion to nominate Steve Gore for this position. Councilmember King seconded the motion. All were unanimously in favor.

Town Superintendent Bush asked permission from the Council to have the tank painters go ahead and proceed on the work. Vice-President Kirlin asked if they had the money for the project. Town

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Superintendent Bush reminded Council the money is on loan, they have just been waiting for the ambient temperature to come up. Council agreed to proceed with the tank painting.

Town Superintendent Bush advised Vice-President Kirlin asked him to talk about the cost of having the street sweeper out in Helmsburg. He noted it takes at least two and a half hours to get the sweeper to Helmsburg, sweep the streets and return to Nashville. Vice-President Kirlin made a motion to approve the Helmsburg sweeping project for \$91.87 providing they have a waiver from them releasing the Town of Nashville from any liability. Councilmember King seconded the motion. All were unanimously in favor. Council authorized Town Superintendent Bush to make a trade as discussed earlier in the meeting.

Town Superintendent Bush advised the Council that the prints for the Freeman Ridge project are in the meeting room if the Council would like to review them and this project is in front of IDEM at this time. He is expecting to get the IDEM permit back by the end of this month if not by mid June. Town Superintendent Bush explained there are some issues the engineers and IDEM have been dickering on. One issue is the turbine meter is spec'd out for a 4" and the engineers wanted an 8". Discussion. President Kelso suggested Town Superintendent Bush and Jim West of Strand Engineers go to IDEM and talk to them personally.

Town Superintendent Bush addressed the Touch Pad system and explained they might go ahead and change out some meters now and if they choose the right meters, the revenue gained on changing out the meters might pay for itself. He has been looking at the numbers, there are some numbers that support this theory, but he does not have any numbers from the utility to support this theory. He would have to pull some meters and have them tested in order to generate some utility numbers. Discussion. President Kelso suggested Town Superintendent Bush change out those meters with the highest usage and go forward from there. Town Superintendent Bush will get some more numbers together and come back to the next Council meeting with a report.

Vice-President Kirlin asked if they didn't talk about having someone come in to look at the utilities and see if they could be run better. Town Superintendent Bush acknowledged they did but they did not come up with a proposal to solicit those requests. Councilmember King asked why they couldn't take something simple. Town Superintendent Bush advised they did receive one proposal for \$7,500 that he sent out to Council about a month ago. Vice-President Kirlin asked that he send the proposal out again. Council asked that Town Superintendent Bush contact another company for a second proposal.

Vice-President Kirlin asked how the plant is running. Town Superintendent Bush reported there are two violations at the plant and he is working on these issues. He has thirty days to fix the issues and he is waiting on the weather to get one of the items fixed. Discussion.

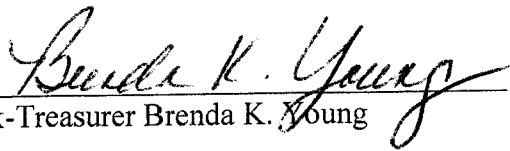
Clerk-Treasurer Young advised the sweeper is broken for the Town Hall and the custodian is asking to trade in the old sweeper and wax buffer to purchase new equipment. Vice-President Kirlin made a motion to trade in the old equipment to purchase the new equipment. Councilmember King seconded the motion. All were unanimously in favor.


### **ADJOURNMENT**

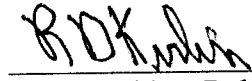
The meeting was adjourned by President Kelso at 8:45pm.

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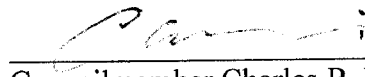
*The audio recording made at the Town Council meeting on 5-07-09 is retained in the office of the Town Clerk-Treasurer.*

  
Clerk-Treasurer Brenda K. Young

  
President Roger Kelso

  
Vice-President Robert Kirlin

  
Councilmember R. Dale Cassidy

  
Councilmember Charles B. King

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Councilmember Arthur Omberg