

**LOWELL TOWN COUNCIL MEETING
REGULAR MEETING
JULY 28, 2014**

The regular meeting of the Lowell Town Council was called to order on Monday, July 28, 2014 at 7:00 P.M. by President Edgar Corns. The Pledge of Allegiance was recited followed by a moment of silence. Clerk-Treasurer Judith Walters called the roll. Members present were Craig Earley, Donald Parker, Phillip Kuiper, and Edgar Corns. Robert Philpot was not in attendance. Also present were Town Attorney Jack Kramer, Public Works Director Greg Shook, Building Administrator Tom Trulley, Police Chief Erik Matson, Fire Chief Clint Gorbball, Financial Advisor Greg Guerrettaz, one member of the media, and twenty-seven citizens.

APPROVAL OF MINUTES

Councilman Earley made a motion to approve the July 14, 2014 regular meeting minutes, seconded by Councilman Parker and carried with four ayes.

APPROVAL OF VOUCHERS

President Corns stated he had reviewed White Vouchers #1686 - #1743, White-Police #4139 - #4148, Water #2503 - #2523, Waste Water #3402 - #3422, and Stormwater Utility #5079 - #5081, and recommended all of the vouchers for payment. Councilman Earley made a motion to approve the vouchers as listed, seconded by Councilman Parker and carried with four ayes.

2014 Annual TIF Report - Councilman Kuiper made a motion to accept the 2014 Annual TIF Report, seconded by Councilman Earley. Financial Advisor Greg Guerrettaz stated that this report is brand new because the Town has never had a TIF district before, and the State law has just changed. Normally this report stops at the Redevelopment Commission level, but they are now required to report to the Town Council so that you are aware of what is going on in the TIF district and if there are certain financial parameters, such as 200% of revenue over debt services coming in, you can override certain votes that have taken place. That does not exist at this point in time since your district is brand new. On the letter of transmittal, we will pull out the August 1st deadline that we are trying to meet, which is the deadline for the Redevelopment Commission submitting this report to the Town Council. In the middle we see "for taxes payable in 2015". There is no excess captured assessed value, which is one of the findings that we had to make by July 15th. If the revenue was over 200% of the debt service, the Town Council could review that finding and change that finding. Mr. Guerrettaz proceeded to highlight certain areas of the report to the Council. He stated one thing that he would recommend would be for the TIF district to be mapped out to make sure that there are no more or no less parcels than what is listed in the report. The motion carried by roll call vote with four

ayes. The report must be filed with the Department of Local Government Finance by October 1st.

ORDINANCES & RESOLUTIONS

PUBLIC HEARING - 1st Reading - Ordinance #2014-13 - additional appropriation - Gambling Revenue Fund - \$250,000 - Rt. 2 Curb & Sidewalk Project - Councilman Kuiper made a motion to approve Ordinance #2014-13, seconded by Councilman Parker and carried by roll call vote with four ayes. President Corns opened the public hearing. With no public comments made, President Corns closed the public hearing.

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1st Reading - Ordinance #2014-14 - Establishment and Requirements of Firefighter - Councilman Kuiper made a motion to approve Ordinance #2014-14, seconded by Councilman Parker and carried by roll call vote with four ayes.

UNFINISHED BUSINESS

Public Works Department Update - Public Works Director Greg Shook stated he did not have any updates for the Council at this time.

Bike Trail Study - Councilman Earley stated, "There has been a small committee that has been working with the Active Transportation Alliance to create a long term plan for what we hope will be part of Lowell for many years to come. We have had several meetings with the committee and have done several studies of the community and beyond. We have also spoken to NIRPC and in their large regional plan there is a leg of bike trails that will extend down to Lowell some day. In the beginning, that trail was of low priority, but since we have made the move to work on a bike trail, NIRPC has moved that trail up to a medium priority." He stated he hoped that the Council had reviewed the plan and made a motion to approve the bike plan. Discussion followed. Leslie Phemister, Active Transportation Alliance, stated "Active Transit will be coming for the next year on a regular basis to make sure that this plan is moving forward. After that first year, we are not going anywhere. We will still be available as a resource to come out and help any time you need." Councilman Kuiper seconded the motion. Councilman Parker asked if the trail needed to be part of the master plan. Attorney Jack Kramer stated it was not required. Councilman Earley stated the Thoroughfare Plan that has been created includes language to include this bike trail once it is adopted. Any future development or re-surfacing of roads will include the bike plan. This means that the developers will bear the cost of creating the routes or widening streets. Clerk-Treasurer Walters asked if the Council would like to include the \$10,000 that will be appropriated for the bike plan in 2014. Councilman Earley revised his motion to approve the bike plan as it was presented and to include the \$10,000 appropriated for 2014, seconded by Councilman Kuiper and carried by roll call vote with four ayes.

NEW BUSINESS

Approve Quarterly Fees for Lowell Park Department - Councilman Parker made a motion to approve the quarterly fees, seconded by Councilman Earley and carried by roll call vote with four ayes.

Request for donation - Three Creeks Historical Association - Councilman Kuiper made a motion to approve the donation from the General Fund - Community Relations Fund in the amount of \$629.28 to Three Creeks Historical Association seconded by Councilman Earley and carried by roll call vote with four ayes.

Memo of Understanding with Tri-Creek School on School Resource Officer - Councilman Parker stated he would like to have a meeting with the Police Commission and the Chief so that there is a little more understanding. He stated, "We just had a letter regarding hiring more police officers from the Police Commission at the last meeting, but now we are discussing taking a police officer off of the road. There is also some training involved for this officer, which is understandable, but we should consider putting in someone from the HIDA Task Force where you would see some revenue coming back." He asked the Chief what schools would be involved. Police Chief Matson stated it would be all of the Tri-Creek School Corporation. Councilman Parker stated we would need to have some discussion on that because the middle school and Lake Prairie are not within our jurisdiction. Discussion followed regarding patrolling in areas that are not within the Town's jurisdiction. Councilman Kuiper made a motion to

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table the school resource officer, seconded by Councilman Earley and carried by roll call vote with four ayes.

Congratulations on Retirement for 28 year Park Employee Candy Johnson - President Corns congratulated Candy Johnson on her retirement after 28 years with the Town and presented her with a clock, and thanked her for her services. He also announced that there would be an open house at Freedom Park on Thursday, July 31st from 1:00 P.M. - 3:00 P.M.

President Corns stated that the Southlake County Community Services has asked for a donation to continue running their bus service to Lowell, which we have appropriated \$2,500 for in 2015. Councilman Kuiper made a motion to approve the donation, seconded by Councilman Earley and carried by roll call vote with four ayes.

President Corns relayed an updated from the Shared Ethics Commission that was submitted by Marcia Carlson, citizen representative from the Town of Lowell. Mr. Corns thanked Ms. Carlson for attending those meetings and submitting an update.

ANNOUNCEMENTS

President Corns announced that the next regular meeting will be held Monday, August 11, 2014 at 7:00 P.M.

MEDIA QUESTIONS/PUBLIC COMMENTS

ADJOURNMENT

Councilman Kuiper made a motion to adjourn at 7:28 P.M., seconded by Councilman Parker and carried with five ayes.

Edgar Corns, President

Attest:

Judith Walters, Clerk-Treasurer

