

CITY OF UNION
Special Business Meeting
June 3, 2019

Regular Business

The meeting was called to order at 6:30 PM on June 3, 2019 by Mayor Pro Tem/Commissioner John Mefford. Of note, this meeting was held at the Union Fire Protection District due to renovations to the Union City Building.

Pledge of Allegiance

Commissioner Mefford led all attendees in the pledge to the flag.

Roll Call

A quorum was present: Commissioner Bryan Miller, Commissioner John Mefford, and Commissioner Eric Dulaney. Commissioner Jeremy Ramage and Mayor Larry Solomon were not present.

Also present:

City Attorney-Greg Voss, Esq.; City Administrator-David Plummer; City Communications and Operations Director/Interim City Clerk-Melissa Stark Hinkle.

Citizen Comments

Mr. John Chamberlain, of Van Gorder, Walker & Co., Inc. came forward to review the 2018 Audit documents. He noted that the city was positive with 10 million dollars in assets, and as a positive sign for the fiscal health of the city. Chamberlain complimented city staff of their preparation for the audit, and noted no deficiencies in any audit documentation. He noted that the largest increase in liability was to account for the city's proportionate share of the County Employee Retirement System's (CERS) unfunded other post-employment benefets (OPEB)/health insurance liability. This is noted because of requirements issued under the Government Accounting Standards Board (GASB) Statement No. 75. Chamberlain also noted minor budget adjustments in various accounts. Commissioner Miller noted that the next year's budget is likely to run in deficit, and Chamberlain advised that budget adjustments are always possible, but that typically, cities do adjustments as an administrative matter only one or two times a year for efficiency, rather than adjusting each item as it occurs. Commissioner Miller moved to accept the audit for the City of Union as presented by Van Gorder, Walker & Co., Inc. Commissioner Dulaney seconded. **Motion approved, 3-0.**

Union Fire Protection Chief Michael Morgan also welcomed the city to the district building. He gave a brief update on a few items related to UFPD. He noted that a bid to add on a sidewalk in front of the UFPD building has been let to submissions. He noted the department will operate on a 4.8 million dollar budget next year, and that this past year has been very busy with the number of calls for response. He noted that the department is looking for property nearer the New Haven School to establish a new station, and that, currently, UFPD covers 49 square miles with more than 24,000 residents in that area. He noted that the district adds up to 25 houses per month, and that they are beginning to see a decline in response time due to

the increase of residents. Overall, the district has been very responsive, and they wish to remain that way to keep response time to residents low.

Approval of Minutes

Commissioner Mefford asked for approval of the May 15 meeting minutes. Commissioner Miller moved to approve the May 15 meeting minutes. Commissioner Dulaney seconded that motion. **Motion approved 3-0.**

Financial Reports

Commissioner Miller reviewed the May bills. He did call attention to two specific expenditures; one to Complete Structural Partners for the completion of the City Building renovation project and the second to Gresham Smith for their work with the Union Town Center plan. Commissioner Dulaney moved to approve the May expenditures and bills. Commissioner Miller seconded that motion. **Motion approved 3-0.**

Mayor Comments

Commissioner Mefford passed along well wishes to the group from Mayor Larry Solomon, who is on vacation in Athens, Greece.

Economic Development

Administrator Plummer reported on behalf of Commissioner Ramage. The Phase 2, Part A of the Gresham Smith report on the Union Town Center Plan is complete, and Part B is expected to be presented to the EDC for review shortly. This Phase B will include the review of the parcels, divided into districts in the town center and will name the top three contenders of these parcels to identify the area of best investment in available properties by the city to spur development.

Public Works Report

Commissioner Dulaney reported that the Mt. Zion project is continuing, with the roundabout at Old Union Road set to open around June 28, weather permitting. Another wet spring has delayed construction again, but that much work has been done in the Eastern portion of the construction zone, with many of the entrances to the side roads paved and ready for traffic.

Engineer Burke reviewed the bids for the 2019 Street Repair Program and reviewed the bids received. Following the Public Bid Opening held on May 28th, 2019 at 3:30 pm at the Warren S. Moore City Building including further review of each bid line item for accuracy and discussions with the City's Public Works Committee, the following 2019 Street Repairs Awards are recommended;

1. Phase A Parts 1, 2, 3 and 4. Asphalt Resurfacing of four (4) streets, Joint/Crack Sealing on three (3) streets, Base/Surface and Pothole Repairs on several other streets.
The lowest and best bid was submitted by Len Riegler Blacktop, Inc. for a total Bid Price of \$212,180.00, subject to review of the Bid Bond by City Attorney and Insurance by the Roeding Group.
2. Phase B. Concrete Curb & Gutter replacements amounting to about 646 LF on 10 streets.

The lowest and best bid was submitted by Michels Construction for a total Bid Price of \$45,074.00, subject to review of the Bid Bond/Surety by City Attorney and Insurance by the Roeding Group.

3. Phase C. Edge/Side Drain System along Bayswater Drive.

The only bid submitted by Len Riegler Blacktop, Inc. for \$17,700 is recommended to be rejected as too high.

Further discussions with a reputable and qualified concrete contractor (i.e., TMS Construction) resulted in the submission of a Quote for the same work significantly less for \$7,325.00. (See the TMS Attachment). Since this Quote is less than \$20,000, no additional public advertising may be required. Further discussions with City Attorney Voss advised that this Quote for less than \$10,000 would not require submission of a Bid Bond or Surety, subject to Insurance by the Roeding Group.

Therefore, it is recommended that Phase A, Phase B and Phase C of the 2019 Street Repairs Program be awarded to the qualified Len Riegler Blacktop, Inc, Michels Construction and TMS Construction, respectively, for the Total Bid Price of \$264,579.00. Commissioner Miller moved accept the bid recommendations as presented by Engineer Burke. Commissioner Dulaney seconded that motion. **Motion approved 3-0.**

Engineer Burke also presented a review of the Whispering Trails speed study as conducted by Boone County Public Works. The study showed only a 17% average of those going above posted speed limits and was noted as a low enforcement recommendation by BCPW. The study did not recommend the addition of speed bumps to the area. Citizens can now go through a petition process if they wish to pursue further traffic control measures per the established city procedure.

Burke also noted that the sinkhole along Whispering Trails has been identified as due to a damaged SD1 drainage pipe. SD1 will be repairing the hole and making the necessary repairs to the street. Burke also updated on the drainage issue at the Riegler property in Lassing Green. Burke noted that there may be a need for the city to consider the addition of edge and side drains to address drainage issues that affect the nearby neighbors and sidewalks. He advised these may be considered as an addition to other roadwork in the area.

City Administrator Report

Administrator Plummer reported that the work in the renovation of the City Building is on target for completion by the end of the month. He noted that the damage to the Wetherington Boulevard guard rail has been submitted to insurance, but that the guard rail must be repaired in the interest of safety while awaiting payment. The estimate is \$745.00 to repair the rail. No commission vote is required to approve, as it is under the \$1000 level of approval, and the Public Works Committee authorized the repair.

Administrator Plummer presented quotes and information to provide furniture for the office. A sign included in the proposal for the front of the building was discussed. Commissioner Miller asked for further discussion of the city logo when all members could be present to discuss ideas and requested to table the sign until further discussion in front of entire commission. Commissioners Mefford and Dulaney concurred with his idea

to table this item for further review and discussion. Commissioner Miller moved to approve the furniture quote, but motioned to table the sign for further discussion at the next meeting. Commissioner Dulaney seconded the motion. **Motion approved, 3-0.**

Communications/Office Operations Report

Director Hinkle reminded everyone that Union Celebrates America will be June 28th, at St. Timothy's Catholic Church. The parade will also be on a new route, from Old Union Road, to Mt. Zion to US 42 to Double Eagle Drive. Arrangements for vendors have been made, and the parade entries are coming in on a regular basis.

She updated on the Food Truck Series at Union Park. Attendance has been steady at the events, but the Kickoff Event had to be closed at 6 p.m. due to severe weather. Efforts to reschedule the kickoff are underway. The series will continue every other Wednesday through September 28th.

She also reported that more than 25 business owners/representatives attended the First Union Business Mixer at Union 42 Bourbon and Brew on May 20th. A second mixer is scheduled for August 12 at Union 42 Bourbon and Brew, and another mixer in Late September/October is also in discussion.

City Attorney Report

Legislation: Ordinances/Municipal Orders/ Resolutions (prepared by Attorney Greg D. Voss)

Resolutions.

none

Municipal Orders

MUNICIPAL ORDER NO. 2019-11 -- A MUNICIPAL ORDER APPOINTING PAMELA SAYERS TO SERVE ON THE BOARD OF ADJUSTMENTS. Commissioner Miller moved to approve. Commissioner Dulaney seconded. **Motion passed, 3-0.**

Ordinances

none

Announcements

The next scheduled meeting will be held on Wednesday, July 10, 2019 at 6:30 PM at the City Building due to the Union Celebrates America Event.

Adjournment

Motion to adjourn was made by Commissioner Dulaney and seconded by Commissioner Miller. **Motion carried 3-0.** Meeting adjourned at 8:07 p.m.

APPROVED:

ATTEST:

Larry Solomon, Mayor

Melissa Hinkle, Interim City Clerk