



Whitestown Town Council Workshop Meeting Minutes February 5, 2014

Eric Miller calls the February 5, 2014 Town Council Workshop meeting to order at 6:30 pm. Roll Call: Susan Austin, Eric Miller, Dawn Semmler, Kevin Russell, Present; Julie Whitman, Absent. Julie Whitman arrived at 6:33 pm. Pledge

Eric Miller asked if there were any modification to the agenda. Kevin Russell m/m to move Item #4 to #1, Susan Austin 2nd, vote 4-0, motion carried. Dawn Semmler asked that #5 be moved up to #3, Susan Austin 2nd, vote 4-0, motion carried. Susan Austin m/m to accept the changes, Kevin Russell 2nd, vote 4-0, motion carried.

#1 Discuss Parliamentary Procedure (Roberts Rules) – Dax Norton gave an overview of the book that was handed out to all council members. The book will also be given to all Board and Commission Presidents. Dax Norton recommends that a Roberts Rules workshop presented to the members of the council sometime in March. Discussion ensues. Eric Miller asks Dax to follow up and schedule a meeting.

#2 Discuss Town Equipment and Facility Needs – A. Jason Lawson spoke regarding the need for a maintenance facility and salt/stone storage facility. Dax Norton also spoke regarding this need for the town. Jason stated that he will be working with Eric Reedy, Dax Norton, and Steve Unger to work on funding. Discussion ensues. B. Jason spoke regarding the need for a new larger plow truck for the town. He gave a description of the truck he is requesting. Discussion ensues. Julie Whitman m/m to approve the utilities purchase a new plow truck and equipment with a cost NTE \$120,000.00, Kevin Russell 2nd, vote 5-0, motion carried.

#3 Election of Town Council Vice President - Dax spoke regarding this position. The vice president would fill in during the absence of the president. Kevin Russell nominated Julie Whitman, Dawn Semmler nominated Susan Austin. Eric Miller asked for any other nominations, none noted. Eric Miller closed the nominations. Ballot election was conducted. The votes were as follows:

Eric Miller – Julie W
Kevin Russell – Julie W
Susan Austin - Susan A
Dawn Semmler – Susan A
Julie Whitman - Julie W

Julie Whitman was elected Vice President with a vote of 3-2.

#4 Discuss Town Meeting Schedules – A. Dax spoke on scheduling a pre-meeting ½ hour prior to the regular council meeting. He also suggested a pre-meeting session one week prior to the regular scheduled meeting. Dax has recommended moving the day of the Fire Board Meeting. This will be added to the Town Council Meeting Agenda on February 18, 2014. Discussion ensues. B. WBZA/WPC meeting on the same date. Dax discusses the issue of the two boards sharing a starting time. Discussion ensues. This item will be revisited at Town Council Meeting on February 18, 2014.

#5 Discuss Town Operations – A. Julie Whitman and Dax Norton discuss the need for an ethics policy for council members. Steve Unger speaks on the subject. Discussion ensues. Kevin Russell will spearhead the ethics policy to present to the council for their review. B. Dax Norton discusses the customer service standard. He recommends adopting a standard for all





employees when dealing with the public. Discussion ensues. Dax recommends a March workshop to review these items. C. Dax N discusses the Transparency Plan. Discussion ensues.

#6 Discuss 2014 Priority Infra-Structure Projects – A. Perry Worth Rd Re-alignment; Eric Miller states this is a top priority. Dax N discussed this project. A preliminary discussion with Zionsville to help fund this project has begun. A TIF district has been suggested. Discussion ensues. B. CR 575; Discussion ensues. C. CR 750; Discussion ensues. D. Pedestrian Bridge. Discussion ensues.

#7 Discuss Economic and Community Develop Planning - A. Update Town Comprehensive Plan (Current Comp Plan). Eric Miller discussed this issue and states that this plan does need updated. Discussion ensues. B. Complete an Economic Development Strategic Plan. Eric Miller discussed this plan and stated that the EDC and RDC boards will be reviewing and updating this plan. C. Branding/Marketing. Dax spoke regarding this subject. Discussion ensues. Kevin Russell suggested a professional marketing service. Discussion ensues.

#8 Discuss Staffing Plan - Dax discussed a proposed organization chart. Discussion ensues.

#9 Discuss Town Services Review – Eric Miller discussed the need to review town services. This should be done every three years. Discussion ensues. RFP's will need to be completed. Financial is the first priority. Discussion ensues.

#10 Discuss Special Designations – A. Tree City – One of the recommendations is for the Parks Department to be involved in this project. Julie Whitman will look into this designation. Discussion ensues. B. Complete Streets Resolution – This involves making the streets available for driving, walking, biking. Discussion ensues.

#11 Discuss Potential New Boards and Commissions – A. CONA (Council of Neighborhood Associations). Dax spoke on sitting on a CONA. Discussion ensues. B. Sidewalk and Pedestrian Safety Commission. Eric Miller spoke and stated that it is a must to develop a pedestrian master plan. Discussion ensues.

Susan Austin m/m to close the meeting at 8:08 p.m., Kevin Russell 2nd, vote 5-0, motion carried.

The minutes from a Town Council Workshop on February 5, 2014 are approved on the 11th day of March, 2014, by the following Town Council Members:

Eric Miller, President

Julie Whitman, Vice President

Kevin Russell

Susan Austin

Dawn Semmler

ATTEST:

Amanda Andrews, Clerk Treasurer