

TOWN OF ADVANCE
MEETING MINUTES
LOCATION: TOWN HALL

July 14, 2025

7:00 PM

112 N. Main – P. O. Box 67 Advance, IN 46102 Phone: (765) 676-6611 – Fax (765) 676-6696

Email: advanceCT@townofadvance.com

Council Members: President Jim Caldwell, Dale Thompson, Amanda Lyles and Sam Mitchell

Clerk Treasurer – Shari Johnson

Marshal: Brad Thomas

Attendees: Council Members: President Jim Caldwell, Amanda Lyles, Dale Thompson, and Sam Mitchell

Clerk-Treasurer: Shari Johnson

Others in attendance: Lindsey Hurless, Jean Stombaugh, Reserve Dan Bewley, Krista Cromwell, Keith Cromwell, Kyle Schnoor, Karrie Cole, Kayla Miller, Doug Meissel, Greg Sutphin, Lonny Hosfield, and David Gregory

President Caldwell called to order the Council Meeting at 19:00.

Pledge of Allegiance

Rules of Order

No BIDS were received for police car. Attorney Noonung stated open bids could be received.

Grant Administrator was not present at time of agenda, moved to later in agenda.

Engineering Report: President Caldwell

CT advised engineer was meeting with Midwest on July 15th.

The council was also advised that the ADA Plan has to be updated annually per legislation.

Councilwoman Lyles made a motion to approve the Meeting Minutes from June 9, 2025. Councilman Thompson seconded. All in favor, motion carried.

Councilman Thompson made a motion to approve claims for July 14, 2025 in the amount of \$95,187.68. Councilwoman Lyles seconded. All in favor, motion carried.

The council signed off on reconciliation for June 2025.

Clerk-Treasurer – Shari Johnson:

Fund and appropriation reports were presented with no comments.

Councilman Thompson made a motion to approve CT adjustments for the month of June 2025, in the amount of -\$310.18. Councilman Mitchell seconded. President Caldwell abstained from approving the fire department adjustment; motion carried.

No TRECS update.

CT advised she wouldn't be available for the August meeting due to her conference and wanted to be present for discussions. Meeting was moved from August 11 to Tuesday August 19, 2025.

Park – Doug Meissel, President:

The next park meeting is July 22, 2025. Guidance on grant writing was requested. Boone County Health Department is donating a freezer to the park and should arrive Friday or Saturday.

A vendor event for Community Day was discussed and the next movie night in the park is anticipated to be August. Two shelter rentals were received for this summer.

Councilwoman Mitchell questioned the rental fee for the shelter. President Caldwell questioned Mr. Sutphin about paving the trail and requested he notify the Council as the Council has to approve work done in the park. CT requested Mr. Sutphin come into the office to sign tax documents.

Councilman Thompson stated Smart Manufacturing was donating flags to the Town in the amount of \$500.00. CT Johnson stated she would donate \$100.00 to Smart Manufacturing for flag purchases.

UMAC - CT Johnson read report:

For the month of June 2025 both plants are running well with no violations. Evapar determined a new control board is needed. Lights were installed at water plant building, and pump repair quotes are still being requested from Peerless Midwest. Fire hydrant was repaired.

May pumped 1,208,000, billed gallons, 642,000 gallons for 46.9%

June pumped 1,256,000 billed gallons, 719,900 gallons for 42.7%. Mr. Elless questioned whether Keystone affected the difference, because only summer months have a large discrepancy. Hydrant meter usage could affect the difference.

Hopper Excavating – Keith Cromwell:

Work done in June 2025 were line locates, septic pumping, leak repair, lid repair, mowing, and weed eating.

IMPA/ISC – CT Johnson read report:

In June 2025 there were 6 service requests, no poles installed, and one emergency was reported.

Grant Administrator – Tina Henderson:

Ms. Henderson gave her testimony shared town's ranking on PPL with SRF (75).

Town's medium household income is over SRF threshold (EPA) for grants. CDBG reviews income surveys (that are valid for 4 years). The town qualifies for low to moderate income.

Option 1: CBDG round 2 due October 1, WWTP project cost: \$1,090,980.00. \$750,000 OCRA, and \$340,980.00 SRF Loan. Discussion ensued.

Option 2: A Comprehensive Master Plan through CDBG (Community Development Block Grant). A strategic plan for the next 10 years including community planning meetings. Discussion ensued regarding timeline and steps of grant. Due to Advance being in a doughnut county, we would lose points towards the grant. Timeline and qualifications were discussed.

Option 3: Community Center. A feasibility study can be done, and a planning grant for this was discussed as well as the timeline.

Option 4: Architectural Firm outreach, and schematic design. This would be from local funding.

Discussion of funding options and timelines ensued. If Option 1 was chosen, a rate consultant would need to be used. President Caldwell discussed a TIF district and not wanting to raise rates.

IDEM enforcements were discussed. CT recommended to the Council pursuing a Comprehensive Master Plan with the growth in county due to the LEAP district. Ms. Henderson stated the town may need to apply for the Comprehensive Planning grant multiple times and the town may not want to delay this process.

President Caldwell recommended moving forward with the Comprehensive Plan and monitor the WWTP.

Discussion of the Community Center ensued regarding steps, funding, surveys, and timelines were discussed.

President Caldwell asked for questions. None presented.

Councilwoman Lyles made a motion to approve and move forward with Option 2 (Comprehensive Master Plan Grant). Councilman Mitchell seconded. All in favor, motion carried.

Councilman Mitchell made a motion to approve Tina Henderson as the Town's grant administrator. Councilwoman Lyles seconded. All in favor, motion carried.

Ms. Henderson stated after the Comprehensive Master Plan is funded, hopefully the first time, then the town would move to the feasibility study. By quarter 3 move forward in 2026 a Community Center and at any time move to the WWTP, changing plans as needed. President Caldwell wanted to move in the best direction for the town and not cost the taxpayers excess monies.

IMPA Commissioner's President Caldwell:

Sources of electricity are being reviewed with the shutting down of coal fire plants. IMPA is working to keep costs down and lower the tracking factor.

Councilman Thompson made a motion to ratify A+ Electric quote in the amount of \$685.92 to replace the blower at the Water Utility Shed and for President Caldwell to sign the quote. Councilwoman Lyles seconded. All in favor, motion carried.

Councilman Mitchell made a motion to approve the UMAC quote of \$4,840.00 to hydrovac 22 locations to identify lines for LSLI inventory and for President Caldwell to sign quote. Councilwoman Lyles seconded. All in favor, motion carried.

Fire – Keith Cromwell:

For the month of June 2025, the fire department had 6 EMS, 5 cancelled en route, 3 fires, 4 fire alarms, 1 power line down, and 3 MVAs.

Police – Marshall Thomas:

In June there were 12 runs and they were discussed.

Mileage on vehicles: 26,378 miles on new 2024 Ford 150 police vehicle. 2018 Ford 150 166,821, and new Tahoe 124,576 miles.

Lights purchased with \$1,000.00 LIT approval. Solar panels are in for speed limit sign.

Deputy Hitch passed bicycle patrol certification.

National Night Out is August 5, 2025. A DJ and food will be at event, a block party. CT and Councilwoman Lyles stated they would face paint. The police dog bit a child, so they are determining what to do with the dog. CT recommended flyers be created for the police night.

P. Caldwell questioned code enforcement. 407 still needs work done in back. 301 – Boone County APC is handling. Litter and trash in yard is the Town's responsibility. P. Caldwell stated he spoke with Sheriff Harris and Boone county is the only county in Indiana that has a shelter and most counties don't have an animal control officer. The Humane Society is at capacity and there is no place to put animals. Local police can write tickets.

Discussion ensued. TNR was discussed again. M. Thomas stated what Ms. Miller had addressed the previous month. Walnut street was discussed and animals there.

Old Business:

Comcast Pole Attachments: P. Caldwell stated attachment fees of \$13.25 per pole. Negotiations with our attorneys and Comcast are in discussions.

The previously considered BZA appointment has not moved forward and another person needs to be recommended.

New Business:

CT discussed HEA 1509 and listing terms. Attorney recommended annual terms for park board, APC, and BZA, and she advised Indiana Code determines terms and she would verify.

CT read Resolution 2025-07: Transfer of Appropriations to Difference Classifications.

Councilman Thompson made a motion to suspend the rules and consider Resolution 2025-07 on its first reading. Councilwoman Lyles seconded. All in favor, motion carried.

Councilwoman Lyles made a motion to approve Resolution 2025-07. Councilman Thompson seconded. All in favor, motion carried.

CT made the recommendation for the Council to approve paying legal fees in association with the Rolling Dough Pizza.

Councilman Mitchell made a motion for the town to pay the legal fees in association with Rolling Dough Pizza in the amount of \$1,290.00. Councilwoman Lyles seconded. All in favor, motion carried.

Tiny homes were discussed. P. Caldwell stated the APC would draft documentation allowing 600 ft. home with 2 residing and an 800 ft. home with 3 residing in the home. Discussions ensued.

A Conflict of Interest was presented for P. Caldwell's nephew to do IT work for the town.

Councilwoman Lyles made a motion to approve the Conflict of Interest for P. Caldwell. Councilman Thompson seconded. All in favor, motion carried.

Billing Disputes:

Request to Speak:

Councilman Thompson made a motion to adjourn the meeting. Councilman Mitchell seconded. All were in favor, motion passed. Meeting adjourned at 20:23.

X

Clerk Treasurer



X

President



These minutes are a summary of actions taken at the Advance Town Council meeting(s). The next Council Meeting is scheduled for Tuesday, August 19, 2025, at (19:00) 7:00 p.m. at the James L. Caldwell Fire Department, 106 E. Wall St., Advance