

## **COMMON COUNCIL, RETREAT, CITY OF NOBLESVILLE JANUARY 20, 2005**

The Common Council of the City of Noblesville met in a special retreat session on Thursday, January 20, 2005. Mr. Hinds called the meeting to order pursuant to public notice with the following members present: Dale Snelling, Alan Hinds, Laurie Hurst, Mary Sue Rowland, Brian Ayer , Kathie Stretch and Terry Busby.

Also present were Clerk-Treasurer Janet Jaros, Deputy Mayor Lawrence Stork and a member of the media.

### **POLICE STATION**

Locations for a possible Police Station were discussed. One location that was discussed has some environmental problems and it was no longer being considered. Mr. Snelling will move forward with another option that was under consideration. Mr. Busby stated if they look at placing substations at the Fire Stations they should not need a central station. Mr. Ayer went over the needs that the Chief stated he needed. They include storage, a garage and office space.

### **AIRPORT**

Mr. Hinds stated he had met with Mr. Faultless and told him that the City is not fully convinced that this would be a good thing for Noblesville. He asked him to provide information that would show the City if it is viable. That information will be provided to the City.

### **OPEN DOOR**

Mrs. Jaros went over the open door law. She stated she felt they had done a good job with this last year but wanted to review the requirements for meetings. She pointed out that it is outlined in the New Elected Officials handbook that they each have. Executive sessions were discussed and when they could hold an executive session.

### **COUNCIL COMMITTEES**

Mr. Hinds stated that they needed to direct everything through the committee chair. They can put notes together to share with the entire Council. He hopes the committees will be able to accomplish goals during the year and get things done. Mrs. Rowland stated that is the problem with the Old Town Committee. The ordinance was passed to form the Commission but that was it. She felt they probably did it that way so it would just go away. They will need to spend this year in getting everything in place that should have been in the ordinance.

### **COUNCIL ATTORNEY**

Mr. Hinds stated they engaged their own attorney a few years ago. She is on call and only charges when she performs a duty for the Council. It was discussed how this works. Mr. Hinds stated if a Council member has a concern and they feel they need to use this person, they contact the President. Mr. Hinds stated he would then poll the Council by phone to see if they agreed to make the call to the attorney. It was discussed that this would not be acceptable under the open door law. It was determined that they would wait until the Council meeting and make a decision at that time. They have not had to use this service very much in the past.

### **COUNCIL MANAGEMENT AUDIT**

Mr. Hinds stated this was put into practice a couple of years ago. Much of it is being done. They will be given a copy to see if there should be any changes made to it.

### **COUNCIL OFFICE**

Mr. Hinds stated over the years it has been discussed having an office for the Council to

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use. There is space upstairs outside the Council Chambers. He thought they might have a desk, computer, phone and possibly a table and some chairs where they could have meetings. There was a concern about the cost and the possibility of not having any lines for phones. Mr. Hinds stated he would get costs. Many felt they would never use the space but were not opposed to having it. They did not want to spend a lot of money for this. He will get the information back to them.

### **COUNCIL MEETINGS**

Mrs. Stretch felt they needed to get the rules down. She felt they look like they don't know how to conduct business. Mrs. Jaros stated maybe they could have a cheat sheet with the procedures. Mr. Hinds went over calling the question. He stated it was stated when the question is called the discussion is ended. He stated their rules stated they can discuss an item for at least 20 minutes. If the question is called he will ask if there are any other comments to be made. If no one has anything else to say they will take the vote. It was discussed on how to handle the people wanting to speak. They felt they needed to let them know about the forms that needed to be filled out. They discussed being generous on the time when necessary. They also discussed staying neutral and not getting into a debate with the public. They felt they needed to thank them for taking the time to come but that could be done by the President.

### **MEDIA RELATIONS**

Mr. Ayer stated he has conducted a survey over the last couple of weeks and in the Hamilton County A.M., there is very little about Noblesville. If it says Noblesville, it is usually about something going on in a court case. He feels we may only get a story per week. Mrs. Rowland stated that she feels Cara is being pulled in so many directions that maybe her job description needs to be looked at. She is amazed at the low number of press releases that are sent out. Mr. Ayer felt the Noblesville Daily Times only had one article in it. They felt we needed to toot our horns more and let the press know what is happening.

### **COUNCIL APPOINTMENTS**

Mr. Hinds stated they have determined how many council appointments that they have. He passed out information and felt they should have a distinct process. He felt they needed to seek candidates via a media release asking candidates to submit a one page interest and background bio. After those are received then the nominating committee should meet and review them to give recommendations to the Council. They all agreed to the process.

### **FINANCE (2006 BUDGET PLAN)**

Mr. Hinds asked what are the ideas that the Council would have on the process. Mrs. Rowland stated she feels they need to find the money in the budget that has been hidden. One member stated they need to decide how much COIT do they want to spend and then let everyone know that is what is going to be used. Mrs. Rowland stated when a department can find \$40,000.00 in the salary line to transfer then there is fluff in the budget. Mr. Busby felt they needed to watch the transfers more. Mr. Snelling stated there are very few transfers that come before the Council. It used to be every meeting, it isn't that way anymore. Mr. Busby felt the number 1 issue should be to get the money for the employees and that we need to add people at the street department. Mr. Snelling asked what needs to be changed. He felt it all worked well. Mr. Ayer stated they sat through all of these meetings and didn't cut anything. Then all of a sudden, surprise, there needed to be cuts made. He felt they needed to know what point they should be working towards and not have to go back and meet again to make cuts.

Mr. Hinds handed out the 2006 budget plan. It states “Let’s Throw More Management at the Problem Than Money”. He stated the objective is to take an early start, gathering opinions and ideas. Note that it is not called “Study” anymore. It is a Plan, an action plan. All can and are expected and encouraged to participate. The Council Budget Plan Committee takes the leadership on what is delivered to the Council as it carries out its statutory responsibility for financial management.

## PLANNING AND DEVELOPMENT

Mr. Hinds stated most of the items listed can be discussed at the fifth Monday meeting. The first item is the Master Plan. Mrs. Rowland felt they needed to be more verbal. Let the Planning Department and the Plan Commission know what the Council wants. Mr. Ayer asked how are they going to handle the people coming before the Council for consensus on a project. He stated it isn’t working. They talked about possible procedures that could be used. Mr. Ayer stated that Mr. Hinds had talked about using a score card. He felt they all get the information in a binder and they could review it without a presentation before the Council. They could then rate what they liked and didn’t like on the score card. It could be turned back in after they are reviewed and the staff could evaluate them. Mrs. Rowland stated she would like a staff report to go along with it so they know the concerns of the staff.

The rest of the items will be addressed at the fifth Monday meeting on the 31<sup>st</sup>. Mr. Busby asked about Wayne Township. He stated they really need to be involved with this as it develops. He is the Fire Department liaison and he met with the Chief. If it is planned right we would only need three stations out there. If it isn’t, it could be five stations. Mr. Ayer asked about Wayne Township and the item that is on the Architectural Review Board agenda this evening. If we don’t have a master plan for that area, how do they recommend what needs to be done for new development. They will see when the plan for Wayne Township will be completed. They talked about the joinder agreement and it should take effect March 1<sup>st</sup>. That will free up some of staff’s time with inspections etc.

## SPECIAL PROJECTS

Mr. Hinds stated the new Council Chamber information should go to Mr. Snelling. He stated he felt there should be a time capsule done and put into the floor of the new building. He asked Mr. Snelling to be sure that can be done. He stated another project will be the History of the Noblesville Council. He has asked Mr. Rick Moore, former Council member to research all the people that have served on the Council since the beginning of time. They will be invited to attend the Municipal Government Week. They are asking for anyone who might have old pictures to send them in so they can be displayed. He stated this is a way to recognize the 40 to 50 who are in the area.

Mr. Ayer asked if they would be forming an annexation committee. He stated with as much annexation that will be coming towards them, he felt they might need to form it. It was decided to ask Mr. Hamm if he felt it was necessary.

The meeting adjourned at 11:30 P.M.

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John Ditslear, Mayor

ATTEST:

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Janet S. Jaros, Clerk-Treasurer

