

Town of Ulen Board Meeting – Feb 28, 2023

Meeting Time and Location	Attendees (Board)			
Notification Posted: Y / N	P	N	V	<i>(Check present, not present, or virtual attendance)</i>
Date and Time:	X			Mark Ransom
Location: Ulen Country Club Library	X			Jennifer Jones
<i>Minutes compiled by:</i>	X			Jason Jones
<i>Mary Ann Herny</i>	X			Mary Ann Herny
Attendees (Other)				
Bob Burgun				
Steve Million				
Helen Million				
Margi Walters				
Kent Frandsen				
Sheryl Cassis				

Call to Order

The public meeting was called to order at 6:30.

Minutes and Treasurer's Report

Minutes from the January meeting were presented by the Clerk Treasurer. A motion to approve was made and seconded, and the minutes were approved unanimously.

The final January Treasurer's report and month-to-date February Treasurer's report were presented.

The State-required annual financial report and debt management report was submitted for approval; a motion to approve was made and seconded, and the report was approved unanimously. These documents will be available on the state's Gateway application after March 1, the due date. A public notice will be made in the next available cycle of the Lebanon Reporter.

Accounts Payable Vouchers were presented and approved for payment, including payments for:

- Reimbursement for duplication expenses to the Clerk Treasurer
- Reimbursement to Joe Newsome for work and materials for street light maintenance
- Snow removal and road treatment
- Landscaping expenses from fall of 2022
- Enrollment in training for new public officials
- Utility payments
- Insurance payments

OLD BUSINESS

Timely payment of recurring expenses

The Clerk-Treasurer was able to locate an existing ordinance in the archives that permits payment of regular recurring expenses. The Board agreed that it was still applicable, since there was no expiration date in the ordinance.

The Board discussed how to make ordinances more available to the public, and agreed that any ordinance or resolution that is still in effect should be posted on the ulen.town website.

Status of Waste Management Services and Billing

Mark Ransom is continuing to negotiate with Ray's/Waste Management to correct our billing, without any resolution yet. The Board will send out a communication once details of the new agreement are finalized. Meanwhile pickup schedules and rules remain unchanged.

Jason Jones contacted another vendor to see if we could get a competitive estimate. However, the vendor declined to participate.

Streetlight Repairs

No change in the status of lights on Country Club. A SetCo employee apparently turned these lights off without realizing we had requested that they stay on until repairs are made. SetCo has agreed to turn them back on. SetCo has been working on East Drive on some lights; at the same time there are many other lights that are currently out or very dim. Jennifer Jones agreed to tie fluorescent tape around each light that needs to be looked at, and the Board will contact SetCo to call these to their attention.

Jason Jones agreed to see if the necessary photocell could be found through other means.

Exposed Cables

Mark Ransom filed a complaint with AT&T about the exposed cables, and received several callbacks within a few days. AT&T trucks came, and confirmed these were live AT&T cables and are finally resolving the problem. The cables from MetroNet lying in the open on the west side have also apparently been buried in the past week or two.

Elmwood Bridge and Sidewalk Status

Jason Jones and Kevin Krulik discussed the damage done as a result of bridge traffic, and Mr. Krulik reiterated that Lebanon will make appropriate repairs. However, road damage cannot be fixed until paving materials companies resume operations in warmer weather. The Board agreed that in the meantime, we will send out a message to all residents to help us identify any other damage that we may be unaware of, and Jason Jones will forward those items to Mr. Krulik.

Mr. & Mrs. Million expressed their concerns about changes made to the sidewalks, as there were some deviations to the plan they had seen initially. In particular, many non-residents continue to use the unpaved footpath along Reynolds ditch to gain access to Ulen's sidewalks at that point (as many as a dozen or more people per day, including small children, people with strollers, etc.). The Board agreed that this was a significant safety hazard, since the path is quite narrow, uneven, and very close to the edge of the steep sides of the ditch. In addition, any attempt to block access results in people using the Million's yard and driveway instead.

It was discussed that there are pros and cons of the change made to the sidewalk design, with neither the original or the current design likely to resolve the problem of the footpath. There are also accessibility concerns, and ramps need to be considered for ADA compliance.

Since the ditch itself and the footpath are on property within Lebanon's jurisdiction, and many of the path users are from the Chadwick neighborhood, the Board agreed to bring this problem up with Mr. Krulik and begin discussions about potential solutions that could be accomplished by one or both communities.

Resident Survey

Mary Ann Hery submitted an updated printed version of the resident survey, with an associated letter to residents. The letter will provide instructions for both the printed version and, alternatively, the

online version, so that either method can be used. Ms. Hery will coordinate with Lisa Hutcheson, who is managing the online survey, to ensure that everyone has their preferred method of access, and a phone number to contact if there are any questions.

Website

The website is back up and running. The January Board meeting summary has been added.

Implementation of Planning Commission

Kent Frandsen again discussed the benefits of establishing zoning ordinances and developing a planning commission, since we had new residents in attendance this month.

Mr. Frandsen spoke with each of the attorneys that were contacted by letter. Attorney Bob Clutter seems to be the best fit. The Board made a motion, seconded, and unanimously agreed to begin negotiations with a letter of engagement to move the process forward. In addition, the Board will meet with him and include him in the planned public meeting in April.

NEW BUSINESS

Boone County Multi-Hazard Mitigation Planning

Mary Ann Hery discussed the need to participate in Boone County's multi-hazard mitigation planning. Since FEMA requires each community to be part of (or develop) a plan in order to be eligible for disaster assistance, Ulen has been part of Boone County's plan since 2007. The plan is being updated in 2023, and Ulen has several action items:

- **Complete a community assessment of Ulen's current plans and readiness.** This is a relatively simple form, which the Board reviewed and completed during the meeting.
- **Adopt an ordinance confirming our participation in Boone County's plan. The County provided a template for this.** The Board made a motion, seconded, and approved this ordinance during the meeting.
- **Explore participation in the National Flood Insurance Program.** The County strongly urged Ulen to join this program. Since there is no cost to Ulen, and only requires that we develop some relevant ordinances (which we believe can be developed as part of the Planning Commission anyway), the Board agreed that this is worth doing. Ms. Hery had done some preliminary information-gathering and will present this information during our next meeting.
- **Develop a short list of mitigation strategies that can be included in the plan.** The Board believes that a work session will be needed to think through appropriate workable strategies, and set a meeting date to discuss this further. Outcomes of this work will be shared publicly for comment in the April meeting.

The Board also discussed including some residents who have relevant expertise as part of a task force. These residents will be approached before the next work session to determine their willingness to volunteer.

Maintenance Coordinator

The Board discussed the benefits of engaging other community members in the management of ongoing town maintenance activities (such as landscaping, signs, etc.). Jason Jones will contact individuals who may be willing to fill this role, and report back to the Board. The Board will also prepare a description of expectations for this role.

Request to Change Street Name

A resident contacted the Board to ask about the possibility of changing the name of East Drive (to reduce confusion with East Street in Lebanon). Concerns were expressed about the impact on all affected residents, who would have to update their addresses on file with schools, government agencies, various accounts, and personal/professional contacts. Given the level of effort for both residents and the Board members, the Board concluded that they will not take up the issue at this time.

ACTION ITEMS:

- ❑ Add ordinances to the ulen.town website (Mary Ann Hery).
- ❑ Continue working on Waste Management billing issues (Mark Ransom). Continue to explore alternative vendors if possible.
- ❑ Check to see if photocell can be found for SetCo (Jason Jones). Notify them about the additional lights that need repair in the neighborhood (Mark Ransom/Jennifer Jones).
- ❑ Work with Lebanon engineers to identify possible solutions to Reynolds Ditch footpath (Jason Jones).
- ❑ Contact all residents to identify any damage that needs to be corrected as a result of work done on the Elmwood Bridge (Mary Ann Hery).
- ❑ Distribute Resident Survey (Mary Ann Hery).
- ❑ Check status of grant proposal (M. Ransom).
- ❑ Engage an attorney for Planning Commission work and get a quote; set up meetings with the selected attorney; plan a town meeting for input (Mark Ransom/Jennifer Jones).
- ❑ Gather information on NFIP and the necessary ordinances associated with membership (Mary Ann Hery).
- ❑ Conduct a work session to create hazard mitigation strategies for Ulen (Board).
- ❑ Reach out to residents with expertise in emergency management and risk mitigation to contribute to the County's planning efforts (Jason Jones).
- ❑ Reach out to potential volunteers to head up a Maintenance team (Jason Jones).

Adjournment

The meeting was adjourned at 8:30.

Cc: Jennifer Jones, Mark Ransom, Jason Jones