

## Town of Ulen Board Meeting – Jan 24, 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, Clerk-Treasurer</i>	X			Mary Ann Herny
<b>Attendees (Other)</b>				
Bob Burgun				
Joe Newsom				
Craig Eigenbrod				
Kent Frandsen				
Charlotte Frandsen				
Chase Newsom				
Frances Lind				

### **Call to Order**

A training session was conducted prior to public meeting. Discussions covered meeting structure and typical topics, communications protocol, and other items of interest to the new Board members.

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

### **Election for Board President**

Jennifer Jones made a motion to nominate Mark Ransom as President. The motion was seconded and the vote was unanimous.

### **Minutes and Treasurer's Report**

Minutes from the December meeting were presented by the Clerk Treasurer and approved J. Jones and M. Ransom.

An updated monthly financial report was presented by the Clerk Treasurer. This new report provides a simplified listing of all of the month's transactions, bank balances, and a reconciliation.

The following Accounts Payable Vouchers were presented and approved for payment:

- Reimbursement to J. Jones for town Christmas decorations
- Payments to Lebanon Utilities for fire hydrants and street light electricity
- Payment to the City of Lebanon for leaf pickup
- Payments to Brunos Lawn Care for snow removal
- Reimbursement to Jason Jones for commemorative plaque
- Renewal of A.I.M. membership (Accelerate Indiana Municipalities)

### **Old Business**

*Timely payment of recurring expenses*

The Board continued discussion about preparing an ordinance which allows the Clerk-Treasurer to pay regularly occurring expenditures in a timely way, and ratify the approval in the next public meeting. Jennifer Jones will prepare a draft.

#### Status of Waste Management Services and Billing

Mark Ransom is continuing to negotiate with Ray's/Waste Management to correct our billing. Families that are being billed erroneously need to be notified to contact the billing party directly and remind them that the Town of Ulen pays all trash pick up and recycling.

Mark believes the issues will be resolved within 30-60 days. The Board will send out a communication once details of the new agreement are finalized. Some people may not realize recycling is paid for. We will put a letter together encouraging folks to take advantage of it.

The Board also discussed other options that might be considered. Jason Jones will try to get a price quote from Republic.

#### Streetlight Repairs

No change in the status of this work, as the photocell has been on back order.

#### Exposed Cables

K. Frandsen noted that near his year, on the golf course side, cables are still lying in the open in many spots. There are also cables still on fences. Mark will contact Metronet about it.

#### Elmwood Bridge Status

Residents have noted that due to the many trucks that have come through the neighborhood, there are now some stress cracks in road. In addition, there is new damage to the roundabout planters, and some curb and lawn damage. Trucks have not always followed the construction signs-- Lebanon needs to be reminded they are committed to fixing any damage (we have an in-writing commitment from them). Jason Jones will confer with Kevin and do a walk-through to identify needed mitigation.

Lebanon has already committed to repairing the street near the Million's and Fundenberger homes. The Board noted the importance of keeping affected residents in the loop about remaining work. This will likely happen after it warms up.

#### Board Transitions

A key contact list has been started by Mary Ann Herry and will be shared with Steve Lewis and other Board Members who have close relationships with particular vendors and partners. This will be stored in the Board's Google Drive.

Questions were asked about bonding (state requirement for Board members) and liability insurance. Both need to be completed as soon as possible.

#### Storage Unit

A brief discussion was held about the size of the Board's storage unit. To this point, the owners have not billed Ulen – Steve Lewis assisted in communicating the need to send bills to the Clerk-Treasurer. The Henry C. Ulen Foundation may ask to use this space as the 100<sup>th</sup> year anniversary books are printed and delivered. The Board will monitor usage of this space and if necessary, enlarge it.

#### Resident Survey

The resident survey will be distributed by Lisa Hutcheson. M. Herny will coordinate to ensure that the one remaining change requested has been made. The Board agreed that a printed invitation to submit contact information should also be distributed.

#### Outstanding Grant Proposal

No new activity to report. Mark will reach out to get a status report.

#### Christmas Decorations

Joe Newsom agreed to assist with removing wreaths.

#### Website

The site experienced an outage because of difficulties associated with the upload of its SSL certificate. M. Herny will continue to work with David Cassis (who donates hosting space to the Town) to evaluate the best way to monitor this in the future.

#### New Business

##### Implementation of Planning Commission

Kent Frandsen discussed the benefits of establishing zoning ordinances and developing a planning commission. A robust discussion occurred about the significant risks to the community of not pursuing this, particularly in the light of expected growth in the next few years.

The Board agreed to begin this process. The goal will be to approval a plan, then write the associated ordinances, which may include topics such as speed limits, use of houses, etc.

Kent has identified several attorneys who may be willing to assist and who have the appropriate experience. He will reach out on our behalf to gauge interest from these individuals. Jennifer has also collected some guidelines for pursuing this. The Board also discussed the importance of getting community input – which may be difficult, but is necessary to hammer out details. The Board will look at a date to invite the community for an in-depth discussion. Initial ideas are to have this meeting by April.

##### Committees and Community Engagement

There was brief discussion about establishing committees to improve engagement. A newsletter was also discussed. One potential project was enhancing the entryway to the neighborhood, in conjunction with the Country Club. No firm decisions were made.

#### ACTION ITEMS:

- Review samples of ordinances allowing Clerk-Treasurer to pay recurring bills prior to next meeting, and develop if needed (Jennifer Jones)
- Resolve Waste Management billing issues. Conclude negotiations (M. Ransom), evaluate options (Jason Jones) and send communications (M. Herny)
- Check in with SetCo about photocell installation
- Contact Metronet about exposed wiring (M. Ransom)
- Conclude interactions with Lebanon/Elmwood bridge team. Assess any damage and communicate with Kevin Krulik for remediation. Notify affected residents with an anticipated timeframe (Jason Jones).

- ❑ Continue to develop key contact list (M. Herny) and make it available.
- ❑ Finalize insurance and bonding documents for Board signature (M. Herny)
- ❑ Confirm size of storage unit (M. Herny)
- ❑ Launch resident survey and prepare printed flyer. (M. Herny)
- ❑ Check status of grant proposal (M. Ransom)
- ❑ Remove Christmas wreaths (volunteer, Joe Newsom)
- ❑ Resolve website issue (M. Herny)
- ❑ Begin process for planning/zoning commission. Locate an attorney (K. Frandsen) and get a quote; set up meetings with the selected attorney; plan a town meeting for input (all Board members).

### **Adjournment**

The meeting was adjourned at 8:00.

Cc: Jennifer Jones, Mark Ransom, Jason Jones