

May 2, 2016

TOWN COUNCIL MINUTES

Council Vice-President Larry Ballah called the May 2, 2016 meeting to order at 7:03 p.m.

ROLL CALL:

James Marker
Larry Ballah
Rick Ryfa - Absent
Patricia Schaadt
Tony Hobson

ALSO ATTENDING:

George Jerome - Clerk Treasurer
Curt Burrow – Police Patrol Lieutenant
Roy Schoon – Fire Chief
Steve McDermott – Building Commissioner
Brent Torrenga – Attorney for the Town

APPROVAL OF MINUTES:

1. Council Member Pat Schaadt moved to adopt the minutes of the April 19, 2016 meeting as presented, second by Council Member Tony Hobson. MOTION CARRIED

APPROVAL OF CLAIMS:

1. Claim No. 6488 – 6671 in the amount of \$772,047.08 (seven hundred seventy-two thousand, forty-seven dollars and eight cents) were presented for payment. Council Member Pat Schaadt moved to accept the claims as presented, second by Council Member Tony Hobson. MOTION CARRIED

ANNOUNCEMENTS:

1. There will be a council study session on Tuesday May 10th at 5:30 p.m.
2. The next council meeting will be Tuesday May 17th at 7:00 p.m. A study session will be held at 6:30 p.m. before the meeting one will follow if necessary.
3. The National Day of Prayer will be celebrated at Griffith Town Hall Council Chamber on Thursday May 5th at noon
4. Tomorrow is Primary Election Day – Remember to vote

COMMUNICATIONS:

1. The National Fibromyalgia & Chronic Pain Association requested that the Town issue a Proclamation declaring May 12, 2016 as “Fibromyalgia Awareness Day” in Griffith. Council Member Jim Marker, moved to authorize Council President to sign a Proclamation to that effect, second by Council Member Pat Schaadt. MOTION CARRIED
2. Council Member Pat Schaadt moved to approve a request from the Griffith Historical Society for a draw of \$5,000.00 against the grant approved in Resolution 2015-11, second by Council Member Tony Hobson. MOTION CARRIED
3. Council Member Tony Hobson moved to approve a request by Kymberli Roberts on behalf of the Griffith High School Volleyball Team to conduct fundraising car washes at the Franklin Center on May 21, June 18 and July 23, second by Council Member Jim Marker. MOTION CARRIED
4. Council Member Larry Ballah moved to grant the Griffith/Highland Chamber of Commerce requested permission to place banners up along the bike trail to advertise the “Tour De Highland/Griffith”, second by Council Member Pat Schaadt. MOTION CARRIED

REPORTS:

1. NIRPC – No Report
2. Director of Public Works – No Report
3. Police – No Report
4. Fire – No Report
5. Economic Development – No Report
6. Pending Items
 - a. Council member Jim Marker approved Clerk-Treasurer George Jerome’s recommendation to hire London Witte to assist with the development/improvement of the Town’s internal control procedures, second by Council Member Tony Hobson. MOTION CARRIED.

PUBLIC COMMENTS REGARDING THE AGENDA:

None

BUSINESS FROM THE COUNCIL:

1. UNFINISHED BUSINESS

a. None

2. NEW BUSINESS

- a. Council Member Pat Schaadt introduce Ordinance 2016-17: Salary Ordinance for 1st Reading
- b. Council Member Tony Hobson moved to appoint Steve McDermott as Full-time Building Commissioner, effective with the next full pay period, second by Council Member Pat Schaadt. MOTION CARRIED
- c. Council Member Pat Schaadt moved to affirm the BZA Findings of Fact regarding a Use Variance to allow a Health and Fitness Center at 705 S Wheeler, an I-1 Zoning District, second by Council Member Tony Hobson. MOTION CARRIED
- d. Bids for the renovation of the new Animal Shelter were opened and referred to the Town Attorney and Chief of Police for review and a recommendation.

PUBLIC COMMENTS:


- Joe Kras, 1215 Sawgrass commented on the cost of renovations: \$199,000 to \$351,700 and asked if it might be less expensive to build from scratch. Council Member Larry Ballah stated that that option would be investigated as well.


There being no further business to come before this Council, the meeting was adjourned at 7:15 p. m.

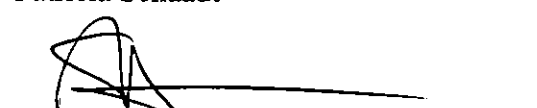
COUNCIL MEMBERS OF THE TOWN OF GRIFFITH, LAKE COUNTY, INDIANA


ABSENT

Rick Ryfa, President

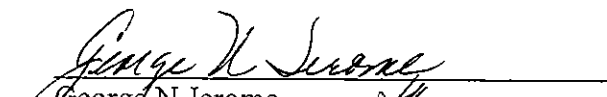

Patricia Schaadt


James Marker


Tony Hobson


Larry Ballah

Attest:


George N Jerome
Clerk-Treasurer

OPENING REMARKS FOR CDBG PUBLIC HEARING

Each spring, the Lake County Community Economic Development Department applies to the U.S. Department of Housing and Urban Development (HUD) for new funding through the Community Development Block Grant program (CDBG).

One of the application requirements is to hold public hearings in the communities where CDBG funding is allocated in order to obtain input from the local citizens on the proposed use(s) of the new funding for FY2016 & 2017, the Town of Griffith CDBG allocation is \$77,000.00.

The most common use of CDBG funds is for infrastructure, including street reconstruction, sanitary sewers, water line extensions, storm drainage improvements, sidewalks, and projects to remove architectural barriers (handicapped access), such as curb cuts and wheelchair ramps. CDBG funds may also be used to eliminate slums and blight through demolition of unsafe buildings or other clearance activities.

CDBG funded infrastructure projects may only be done in areas where the neighborhood is at least 51% low/moderate income according to HUD guidelines. In most cases, an income survey must be done to qualify the area for funding eligibility. The income information taken by the survey is strictly confidential, and is used solely for the purpose of determining the area's eligibility for CDBG funding.

Handicapped access projects and demolition may be done anywhere in a community, without the need for area income determinations.

The public hearing is just the start of the application process for Lake County. There are a series of legal advertisements and comment periods that take place during the summer, prior to final grant approval from HUD in late August. New CDBG funding is released to the County and its entitlement communities on or around **September 1st and needs to be expended by June 13th** of the following year.

After public comment tonight, three documents need to be read and adopted: the Affirmative Action Program, Section 3 Understanding, and a Resolution authorizing the City/Town Executive to submit a project proposal for CDBG funding.

Finally Project Applications, and supporting documentation, need to be submitted no later than May 20th, 2016 for review by Lake County.

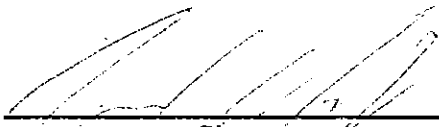
The floor is open for comments.

**AFFIRMATIVE ACTION PROGRAM
IMPLEMENTING SECTION 3 OF THE
HOUSING AND URBAN DEVELOPMENT ACT OF 1968**

SPECIFIC AFFIRMATIVE ACTION STEPS

TOWN OF GRIFFITH agrees to implement the following specific affirmative action steps directed at increasing the utilization of lower income residents and project area businesses.

- A. To ascertain from the HUD Area Office Director the exact boundaries of the Section 3 covered project area and where advantageous, seek the assistance of local officials of the department in preparing and implementing the affirmative action plan.
- B. To attempt to recruit from the appropriate areas the necessary number of lower income residents through: local advertising media, signs placed at the proposed site for the project, and community organizations and public or private institutions operating within or serving the project area such as Service Employment and Redevelopment (SER), Opportunities Industrialization Center (OIC), Urban League, Concentrated Employment Program, Hometown Plan or the U.S. Employment Service.
- C. To maintain a list of all lower income area residents who have applied either on their own or on referral from any source and to employ such persons, if otherwise eligible and if a vacancy exists.
- D. To insert this affirmative action plan in all bid documents, and to require all bidders to submit a Section 3 affirmative action plan including utilization goals and the specific steps planned to accomplish the goals.
- E. To insure that contracts which are typically let on a negotiated rather than a bid basis in areas other than Section 3 covered project area, are also let on a negotiated basis, where ever feasible when let in a Section 3 covered project area.
- F. To formally contact unions, subcontractors and trade associations, to secure their cooperation for this program.
- G. To insure that all appropriate project area business concerns are notified of pending contractual opportunities.
- H. To maintain records including copies of correspondence, memoranda, etc., which document that all of the above affirmative action steps have been taken.
- I. To appoint or recruit an executive official of the company or agency as Equal Opportunity Officer to coordinate the implementation of this Section 3 Affirmative Action Plan.



Signature

COUNCIL PRESIDENT

Title

LAKE COUNTY, INDIANA
Section 3 Understanding

The U.S. Department of Housing and Urban Development (HUD) issued regulations that provide the directive to create job opportunities for low-income persons when HUD funds are expended on a construction project. These regulations are known as Section 3 policy. The purpose of the Section 3 policy is to ensure that the employment and other economic opportunities generated by Federal financial assistance for housing and community development programs shall, to the greatest extent feasible, be directed toward low and very low-income persons.

Section 3 covered projects are construction, reconstruction, conversion, or rehabilitation of housing, including reduction and abatement of lead based paint hazards, or other public construction which includes building and improvements assisted with HUD housing and community development assistance. Section 3 covered contracts do not include contracts for purchase of supplies and materials. However, whenever a contract for materials includes the installation of the materials, the contract constitutes a Section 3 covered contract.

Fund recipients and contractors must show compliance with the numerical goals set forth by the regulations. The numerical goals for new hires apply only to the number of new hires generated because of the financial assistance of the HUD programs. The numerical goals are not absolute numerical requirements. They are goals that each recipient and contractor should try to reach. The goals, if not met, do not trigger sanctions against the recipient or contractor. However, if challenged on the issue of compliance with Section 3, the recipient or contractor should be ready to demonstrate that they tried to reach these goals. The goals are as follows:

- 30% of all covered new hires for the years FY 2016-2017

In addition, recipients and contractors are required to show compliance with the goal that at least 10% of any building trade activity, which is subcontracted, and 3% of non building trade activity (construction management, etc.), is awarded to eligible Section 3 business concerns.

Further information regarding these requirements may be found in the Federal Regulations at 24 CFR 135 and the Lake County Section 3 Plan.

I certify that I have read the information above and understand the Section 3 requirements and numerical goals.

Name: 

Title: COUNCIL PRESIDENT

Date: MAY 10, 2016

CITIZEN PARTICIPATION PLAN

The following is a detailed citizen participation plan which:

1. Provides for and encourages citizen participation, with particular emphasis on participation by persons of low and moderate income who are residents of slum and blighted areas and of areas in which funds are proposed to be used, and provides participation of residents in low and moderate income neighborhoods as defined by the local jurisdiction;
2. Provides citizens with reasonable and timely access to local meetings, information, and records relating to the grantee's proposed use of funds, as required by the regulations of the Secretary, and relation to the actual use of funds under the Act;
3. Provides for technical assistance to groups representative of persons of low and moderate income that request such assistance to be determined by the grantee;
4. Provides for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program, including at least the development of needs, the review of proposed activities, and review of program performance, which hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for the handicapped;
5. Provides for a timely written answer to written complaints and grievances, within fifteen (15) working days where practicable; and
6. Identifies how the needs of non-English speaking residents will be in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.