



**ZIONSVILLE TOWN COUNCIL  
MEETING MEMORANDA  
FOR  
TUESDAY, SEPTEMBER 8, 2020 AT 7:00 P.M.  
ELECTRONIC MEETING**

**This meeting was conducted pursuant to Governor Eric J. Holcomb’s Executive Orders 20-02, 20-04 and 20-08 and Governor Holcomb’s Exercise of his powers under Indiana’s Emergency Management and Disaster Law, Ind. Code 10-14-3, *et seq.***

**Additional information about this meeting was provided in the annex published with the Agenda.**

**1. OPENING**

A. Call meeting to order

President Garrett called the meeting to order at 7:00 p.m.

B. Pledge of Allegiance

C. Attendance

Municipal Relations Coordinator Amy Lacy took Council attendance.

**Council Members Present:** Josh Garrett, President; Bryan Traylor, Vice-President; Brad Burk, Alex Choi, Joe Culp, Craig Melton and Jason Plunkett

Also Present: Emily Styron, Mayor; Julie Johns-Cole, Deputy Mayor; Heather Willey, Town Council Attorney; Amy Lacy, Municipal Relations Coordinator and Town Department Staff.

**2. APPROVAL OF THE MEMORANDUM OF THE AUGUST 17, 2020 REGULAR MEETING (copy posted)**

**COUNCIL ACTION:** President Garrett moved to approve the Memoranda of the August 17, 2020 Regular Town Council Meeting.

Councilor Plunkett seconded the motion.

Ms. Lacy took a roll call vote:

**ROLL CALL VOTE:**

**PRESIDENT GARRETT** Yea

**VICE-PRESIDENT TRAYLOR** Yea

**COUNCILOR BURK** Yea

**COUNCILOR CHOI** Yea

**COUNCILOR CULP** Yea

**COUNCILOR MELTON** Yea

**COUNCILOR PLUNKETT** Yea

The Memoranda of the August 17, 2020 meeting was approved by a vote of seven in favor, zero opposed. (7/0)

3. APPROVAL OF THE MEMORANDA OF THE AUGUST 24, 2020 EXECUTIVE SESSION MEETING  
(copy posted)

**COUNCIL ACTION:** Councilor Choi moved to approve the Memoranda of the August 24, 2020 Executive Session Town Council Meeting.

Councilor Plunkett seconded the motion.

Ms. Lacy took a roll call vote:

**ROLL CALL VOTE:**

<b>PRESIDENT GARRETT</b>	<b>Yea</b>
<b>VICE-PRESIDENT TRAYLOR</b>	<b>Yea</b>
<b>COUNCILOR BURK</b>	<b>Yea</b>
<b>COUNCILOR CHOI</b>	<b>Yea</b>
<b>COUNCILOR CULP</b>	<b>Yea</b>
<b>COUNCILOR MELTON</b>	<b>Yea</b>
<b>COUNCILOR PLUNKETT</b>	<b>Yea</b>

The Memoranda of the August 24, 2020 Executive Session Meeting was approved by a vote of seven in favor, zero opposed. (7/0)

4. REQUEST TO SPEAK

Zionsville resident Craig Triscari spoke in opposition to the approved VanTrust project, stating that VanTrust had failed to run eight-inch water line into Saratoga Springs as promised and was still in violation of the commitment letter to the Town. Mr. Triscari said that the company was also in violation of an agreement pertaining to tree sizes along the berm, stating they failed to comply with a commitment to an eight feet height of the evergreen trees. Citing the tax abatement application on the current agenda for MWI Animal Health, he expressed disagreement with the abatement and what he said was a loss of revenue on it and previous abatement agreements. He urged the Council to correct what he referred as tax giveaways. He also again expressed displeasure at what he felt to be the absence of services or funding provided by the Town of Zionsville in Perry Township and the rural community. Referring to a letter he received from Mayor Styron, he thanked her for reaching out to address the issues plaguing the community but declined her invitation of discussion in the park and asked what would be done to make a damaged community whole again and what would be done to follow the comprehensive plan. Mr. Triscari also said that homeowners should request a reduction in property tax due to what he felt were the lack of services, lack of adherence to the comprehensive plan by the Town of Zionsville and what he felt to be reckless development in the area. He concluded by again referring to VanTrust's failure to run eight-inch water lines in Saratoga Springs.

5. OLD BUSINESS

There was no old business to discuss.

6. NEW BUSINESS

A. ORDER OF DEMOLITION FOR ALL STRUCTURES/ CONTINUOUS ORDER OF ENFORCEMENT - 4075 SOUTH 875 EAST (**PUBLIC HEARING**)

Director of Planning and Economic Development Wayne DeLong presented the Order of Demolition/Continuous Order of Enforcement explaining that the matter of the demolition of 4075 South 875 East property had come before them previously this year but that it was coming back to them for the creation of the Continuous Order. He explained that the Continuous Order was necessary for the Town to facilitate the recoup of costs associated with the demolition from the owners of the property. He noted that this was a Public Hearing and that Notice had been provided and certified mailings were sent to the property owners. Director DeLong answered questions from the Council.

With Proof of Publication noted and displayed on his screen, President Garrett opened the Public Hearing.

With no public comment, President Garrett closed the Public Hearing and called for any further questions from Council.

Director DeLong answered further questions from the Council.

**COUNCIL ACTION:** Vice-President Traylor moved to approve the Order of Demolition/Continuous Order of Enforcement. Councilor Burk seconded the motion.

Ms. Lacy took a roll call vote:

**ROLL CALL VOTE:**

<b>PRESIDENT GARRETT</b>	<b>Yea</b>
<b>VICE-PRESIDENT TRAYLOR</b>	<b>Yea</b>
<b>COUNCILOR BURK</b>	<b>Yea</b>
<b>COUNCILOR CHOI</b>	<b>Yea</b>
<b>COUNCILOR CULP</b>	<b>Yea</b>
<b>COUNCILOR MELTON</b>	<b>Yea</b>
<b>COUNCILOR PLUNKET</b>	<b>Yea</b>

The Order of Demolition/Continuous Order of Enforcement was approved by a vote of seven in favor, zero opposed. (7/0)

**REQUEST TO SPEAK (Continued)**

At this point in the meeting, after having noted that he had seen her hand raised belatedly during the Request to Speak agenda item, President Garrett took this opportunity to allow Zionsville Chamber of Commerce Executive Director Allyson Gutwein to speak.

Ms. Gutwein expressed her appreciation for the support of the Town Council and the Town, stating that the working relationship allowed this year's events like Night on the Bricks and the Rainbow Hope Tree. She discussed the Keep the Lights On campaign, which generated income for local businesses in a time when it is most needed. Ms. Gutwein went on to say that on behalf of local small business Chamber members, the Chamber contacted local, state and federal officials for direction and assistance with grants available due to the COVID-19 crisis. She said that because of a matching grant from the Zionsville Chamber of Commerce Board, including Councilor Choi, member businesses were able to make videos to assist with marketing and the Chamber was able to award grants to the Boys and Girls Club and the Watch Us Farm organization as well.

She announced that the Zionsville Chamber of Commerce was the recipient of the ICEA Excellence in Communication award and that the Chamber has launched a new one-stop shop

website, [shop@zionsvillechamber.com](mailto:shop@zionsvillechamber.com), to generate increased virtual traffic and business and visibility for local shops.

She explained why increased marketing and visibility and events like Brick Street Market and Christmas in the Village are even more necessary now due to the potentially devastating financial effects of the pandemic.

Ms. Gutwein concluded by emphasizing how critical continued partnership with the Town Council and the Town is to allow local business to stay supported, viable and visible during this challenging time.

**B. AN ORDINANCE ESTABLISHING A DEPARTMENT OF PUBLIC WORKS AND CREATING THE POSITIONS OF DIRECTOR OF PUBLIC WORKS AND DIVISION SUPERVISORS (FIRST READING)**

**Ordinance 2020-09**

Deputy Mayor Julie Johns-Cole began the presentation by sharing the Power Point presentation on her screen.

Mayor Emily Styron introduced Ordinance 2020-09 and the concept of the proposed Department of Public Works (DPW). She explained that the proposed DPW would blend services provided by the Street, Stormwater and Wastewater Departments, as well as add a new Engineering Division. Mayor Styron went on to emphasize that the Department of Public Works would enable staff to build internal efficiencies, reduce reliance on contracted services and increase the capacity to problem solve larger infrastructure issues before they become service provision problems. She stated that Street and Stormwater Superintendent Lance Lantz would head up the department.

Superintendent Lantz continued the presentation, first noting that passage of this Ordinance would not immediately place individuals in new positions but would create the framework to allow the Mayor to do so. He went on to explain that this type of restructuring had been contemplated before and specific language was incorporated into the Reorganization 2.0 Resolution 2014-11 to allow the Town Council, upon recommendation from the Mayor, to eliminate Town departments, combine Town departments and create new Town departments. He stated that the intent at that time was to eventually go to a cohesive DPW and said it was common practice in most cities.

Superintendent Lantz gave some background and an overview of the proposed DPW, emphasizing that the Town could save money as it grows by consolidating and building talent in-house rather than outsourcing.

He went on to identify six (6) Town areas servicing the core infrastructure needs: Streets, Stormwater, Wastewater, Facilities Management, Right of Way Management and Environmental Stewardship. Before presenting the proposed DPW structure, he explained that the Department would serve as the face of all those core areas.

Superintendent Lantz detailed the structure on the organizational chart, explaining that the existing departments would become divisions and those heading up those divisions would become Division Supervisors rather than Department Heads.

He highlighted the addition of an Engineering Division to the structure of the DPW. Stressing the importance and added value the new division would bring, he emphasized the benefits of an in-house engineering staff, citing cost savings, improved efficiency, improved response times, increased capacities, and improved overall customer service.

Superintendent Lantz said that added staffing would be subject to funding approval by Town Council, but that he was hopeful that this structure could be achieved quickly. He concluded by expressing his enthusiasm for the proposed creation of the DPW and the opportunity to create a legacy of what he believed to be orchestrated, purposeful and efficient governance for the Town.

Superintendent Lantz and CFO Tammy Havard answered questions from the Council. Discussion followed.

President Garrett said that he felt that, with all the questions remaining and with the upcoming Budget Workshop still to provide more information pertaining to the DPW, the consideration of Ordinance 2020-09 should be continued to the September 21, 2020 meeting.

Superintendent Lantz clarified that this vote would just be to introduce the Ordinance and not to approve it. He said it might be advisable to vote on the introduction at the current meeting. Attorney Heather Willey recommended that Council wait for the next meeting to do so, as the follow up questions and information might result in revisions to the Ordinance in its current form.

When asked by Councilor Choi if there were an urgency in having the first reading approved today, Mayor Styron said they wanted to make sure that every Council member had all their questions answered and all of the data in front of them to in order to make an informed vote and would not object to deferring the vote until the next meeting.

**COUNCIL ACTION:** President Garrett moved to continue consideration of Ordinance 2020-09. Councilor Plunkett seconded the motion.

Ms. Lacy took a roll call vote:

**ROLL CALL VOTE:**

<b>PRESIDENT GARRETT</b>	<b>Yea</b>
<b>VICE-PRESIDENT TRAYLOR</b>	<b>Yea</b>
<b>COUNCILOR BURK</b>	<b>Yea</b>
<b>COUNCILOR CHOI</b>	<b>Yea</b>
<b>COUNCILOR CULP</b>	<b>Yea</b>
<b>COUNCILOR MELTON</b>	<b>Yea</b>
<b>COUNCILOR PLUNKET</b>	<b>Yea</b>

Continuance of Ordinance 2020-09 was approved by a vote of seven in favor, zero opposed. (7/0)  
No further action was taken at this meeting.

**C. A RESOLUTION DECLARING AN ECONOMIC DEVELOPMENT AREA AND APPROVING AN APPLICATION FOR PERSONAL PROPERTY TAX ABATEMENT (MWI ANIMAL HEALTH)**

**Resolution 2020-12**

Director of Operations for MWI Animal Health Tom Wakefield presented Resolution 2020-12, explaining that the company has been located in Whitestown in a 70,000 square foot building for approximately ten years. Due to the tremendous growth of the company, he said they are planning to locate what will be a building two times that size in Zionsville. He stated that this would be an initial \$6m capital investment which would move 175 jobs to Zionsville with fifty of them being new over the next eight to ten years with an average wage of \$18.00 per hour.

Mr. Wakefield answered questions from the Council.

In response to a question from Councilor Plunkett regarding the different structure of the tax abatement schedule, President Garrett clarified that this was a personal property abatement rather than the standard property tax abatements considered on other projects in the past.

Councilor Choi commented that these kind of tax abatements are meant to make Zionsville competitive, to attract businesses to the Town and are not a “tax giveaway”. Leslie Wagner of Ginovus stated that without the support of the tax abatement by the Council and the Town, this project may not have happened.

**COUNCIL ACTION:** President Garrett moved to approve Resolution 2020-12. Councilor Plunkett seconded the motion.

Ms. Lacy took a roll call vote:

**ROLL CALL VOTE:**

<b>PRESIDENT GARRETT</b>	<b>Yea</b>
<b>VICE-PRESIDENT TRAYLOR</b>	<b>Yea</b>
<b>COUNCILOR BURK</b>	<b>Yea</b>
<b>COUNCILOR CHOI</b>	<b>Yea</b>
<b>COUNCILOR CULP</b>	<b>Yea</b>
<b>COUNCILOR MELTON</b>	<b>Yea</b>
<b>COUNCILOR PLUNKET</b>	<b>Yea</b>

Resolution 2020-12 was approved by a vote of seven in favor, zero opposed. (7/0)

7. APPROVAL OF CLAIMS

President Garrett reminded Councilors that a revised Claims register had been sent which included a payment to the Zionsville Chamber of Commerce for reimbursement for expenses associated to the Night on the Bricks events. Vice President Traylor confirmed these were additional expenses not anticipated before the pandemic.

CFO Tammy Havard answered Councilor Plunkett's questions regarding funds for COVID related items and responded to his observance that, at the current rate of spending, legal fees would be overspent by October.

**COUNCIL ACTION:** President Garrett moved to approve claims as presented. Councilor Burk seconded the motion.

Director Lacy took a roll call vote:

**ROLL CALL VOTE:**

<b>PRESIDENT GARRETT</b>	<b>Yea</b>
<b>VICE-PRESIDENT TRAYLOR</b>	<b>Yea</b>
<b>COUNCILOR BURK</b>	<b>Yea</b>
<b>COUNCILOR CHOI</b>	<b>Yea</b>
<b>COUNCILOR CULP</b>	<b>Yea</b>
<b>COUNCILOR MELTON</b>	<b>Yea</b>
<b>COUNCILOR PLUNKETT</b>	<b>Yea</b>

Claims were approved by a vote of seven in favor, zero opposed. (7-0)

8. ADJOURN

**COUNCIL ACTION:** Councilor Choi moved to adjourn the meeting. Vice-President Traylor seconded the motion.

Director Lacy took a roll call vote:

**ROLL CALL VOTE:**

<b>PRESIDENT GARRETT</b>	<b>Yea</b>
<b>VICE-PRESIDENT TRAYLOR</b>	<b>Yea</b>
<b>COUNCILOR BURK</b>	<b>Yea</b>
<b>COUNCILOR CHOI</b>	<b>Yea</b>
<b>COUNCILOR CULP</b>	<b>Yea</b>
<b>COUNCILOR MELTON</b>	<b>Yea</b>
<b>COUNCILOR PLUNKETT</b>	<b>Yea</b>

The motion was approved by a vote of seven in favor, zero opposed. (7-0)

The next regular Town Council meeting is scheduled for Monday, September 21, 2020 at 7:30 a.m. This will be an electronic meeting. Notice will be posted in compliance with the Indiana Open Door Law.

Respectfully Submitted,

Amelia Anne Lacy, Municipal Relations Coordinator- Town of Zionsville