

**TOWN OF SELLERSBURG  
REGULAR TOWN COUNCIL  
MEETING MINUTES**

**DATE:** APRIL 9, 2018

**CALL TO ORDER:**

President Paul J. Rhodes called the meeting to order at 5:30 p.m. at the Sellersburg Town Hall, 316 E. Utica Street, Sellersburg, Indiana.

**ROLL CALL OF MEMBERS:**

President Paul J. Rhodes, Vice President Brad J. Amos, 2<sup>nd</sup> Vice President Martina P. Webster, Member William J. Conlin, Member James H. LaMaster, Council Attorney Jacob C. Elder and Clerk Treasurer Michelle D. Miller.

**PRAYER:** Council President Paul J. Rhodes

**PLEDGE OF ALLEGIANCE:** All Present.

**MOTION TO ADOPT THE AGENDA AS PRESENTED:**

Motion: WEBSTER                      Second: LAMASTER                      Vote: 5-aye, 0-nay, motion approved.

**APPROVAL OF MINUTES:** March 26, 2018 Meeting Minutes as presented by the Sellersburg Clerk Treasurer

Motion: WEBSTER                      Second: CONLIN                      Vote: 5-aye, 0-nay, motion approved.

**COMMENTS FROM PUBLIC ON AGENDA ITEMS (time limit of 5 minutes per person)**

Amy Jenkins in reference to the Hawthorn Glen booster station. Public Works Director Tim Parmenter advises that he will have Matt check in to this.

**President Paul J. Rhodes introduces Holly Dickerson, New Sellersburg Postmaster**

**ORDINANCES AND RESOLUTIONS:**

1. 2018-R-003 – A Resolution Ratifying Amendment to the Comprehensive Plan

Motion: WEBSTER                      Second: LAMASTER                      Vote: 5-aye, 0-nay, motion approved.

**UNFINISHED BUSINESS:**

1. JTL Work Orders - (Shirley Ave 2018-1 and Butler Road 2018-4)

Motion: AMOS                      Second: CONLIN                      Vote: 5-aye, 0-nay, motion approved.

2. Hawthorne Glen Booster Station: Motion to accept the low bid from Striegel Construction:

Motion: WEBSTER                      Second: LAMASTER                      Vote: 5-aye, 0-nay, motion approved.

**NEW BUSINESS:**

1. Ordinance Violations Bureau Discussion-Motion to table :

Motion: CONLIN                      Second: WEBSTER                      Vote: 5-aye, 0-nay, motion approved.

2. PTO Clarification for Employees Hired Prior To Calendar Year 2018: Town Attorney Jacob Elder advises that he will prepare a Resolution for the next meeting.

3. Sunflower Valley Water Account (Tim Parmenter, Director of Public Works): Tim and Jake will work on this.

4. Lakeside Apartments Utility Payment Plan (Tim Parmenter, Director of Public Works): Tim advises that he will get an aggressive payment plan together.

**TOWN OF SELLERSBURG  
TOWN COUNCIL MEETING  
APRIL 9, 2018**

**RECEIPT OF STAFF REPORTS:**

Mike Harris, Jacobi, Toombs, & Lanz: Gives Current Projects Status Report (attached)

William R. Whelan, Chief of Police:

Presents a quote from Security Pros for \$816.79 for a panic button for the billing office. Motion made to approve:  
Motion to approve: WEBSTER Second: CONLIN Vote: 5-aye, 0-nay, motion approved.

Presents a quote for \$11,116.00 for the voice recorder for the Billing Office and the Building Commissioner.  
Motion to approve: AMOS Second: WEBSTER Vote: 5-aye, 0-nay, motion approved.

Jacob "Jake" Elder, Town Attorney:

Advises that the appraisals are back on W. Utica and they are around \$140,000 and that the Quit Claim Deed on Butler Road came in today.

**COMMENTS FROM COUNCIL MEMBERSHIP (Good of the order):**

James H. LaMaster, District 2:

Asks Public Works Director Tim Parmenter about potholes. Tim advises that some patching was done today and some will be done tomorrow.

Brad J. Amos, District 3:

Advises that the pool opens in 52 days.

Paul J. Rhodes, At-Large:

Advises that the Eagles Scouts will need to be added to the meeting agenda for the twenty third and also Mrs. Chumley with Drug and Alcohol Services.

**ADJOURN:**

Motion: AMOS Second: WEBSTER Vote: 5-aye, 0-nay, motion approve and meeting  
adjourned at 6:18 p.m.

**TOWN OF SELLERSBURG  
TOWN COUNCIL MEETING  
APRIL 9, 2018**

Minutes approved this \_\_\_\_\_ day of \_\_\_\_\_, **2018**

\_\_\_\_\_  
Paul J. Rhodes, President

\_\_\_\_\_  
James H. LaMaster, Council Member

\_\_\_\_\_  
Brad J. Amos, Vice President

\_\_\_\_\_  
William J. Conlin, Council Member

\_\_\_\_\_  
Martina P. Webster, 2<sup>nd</sup> Vice President

\_\_\_\_\_  
Attest: Michelle D. Miller, Clerk Treasurer

Attachment(s):

Agenda

Jacobi, Toombs & Lanz Current Projects Status Report - 2 pages

Note: All approved contracts can be located in Gateway using the following link:

<https://gateway.ifionline.org/public/contract-search/>

Approved Minutes, Ordinances and Resolutions are located on the Clerk Treasurer's Website at  
[www.sellersburgclerk.com](http://www.sellersburgclerk.com)

**TOWN OF SELLERSBURG  
REGULAR TOWN COUNCIL MEETING  
316 E. UTICA STREET SELLERSBURG, INDIANA 47172**

**Agenda for  
April 9, 2018 at 5:30 p.m.**

**CALL TO ORDER AND ROLL CALL OF MEMBERS:**

**PRAYER:**

**PLEDGE OF ALLEGIENCE:** All Present.

**MOTION TO AMEND/ADOPT THE AGENDA AS PRESENTED:**

**APPROVAL OF MINUTES:** March 26, 2018 Meeting Minutes as presented by the Sellersburg Clerk Treasurer

**COMMENTS FROM PUBLIC ON AGENDA ITEMS** (time limit of 5 minutes per person)

**Holly Dickerson, New Sellersburg Postmaster**

**ORDINANCES AND RESOLUTIONS:**

1. 2018-R-003 – A Resolution Ratifying Amendment to the Comprehensive Plan

**UNFINISHED BUSINESS:**

1. JTL Work Orders - (Shirley Ave and Butler Road)
2. Hawthorne Glen Booster Station

**NEW BUSINESS:**

1. Ordinance Violations Bureau Discussion
2. PTO Clarification for Employees Hired Prior To Calendar Year 2018
3. Sunflower Valley Water Account (Tim Parmenter, Director of Public Works)
4. Lakeside Apartments Utility Payment Plan (Tim Parmenter, Director of Public Works)
5. Completed MS4 Stormwater Report (Tim Parmenter, Director of Public Works)

**GENERAL COMMENTS FROM THE PUBLIC (limited to 15 minutes total)**

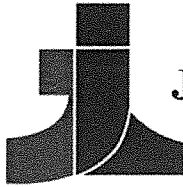
**RECEIPT OF STAFF REPORTS:**

Josh Hillman, Jacobi, Toombs, & Lanz  
J. Greg Dietz, Building Commission  
William R. Whelan, Chief of Police  
Jacob “Jake” Elder, Town Attorney

**COMMENTS FROM COUNCIL MEMBERSHIP (Good of the order):**

James H. LaMaster, District 2  
William Conlin, District 4  
Brad J. Amos, District 3  
Martina Webster, District 1  
Paul J. Rhodes, At-Large  
Michelle Miller, Clerk-Treasurer

**ADJOURN:**



**Jacobi, Toombs & Lanz, Inc.**  
*Consulting Engineers & Land Surveyors*

**CURRENT PROJECTS  
STATUS REPORT**

**April 9, 2018**

**Shirley Avenue & Prather Lane**

Contracts have been signed and waiting on response from INDOT.

Construction Admin/Observation Work Order submitted to Director for consideration. Request Council approval of Work Order.

**St. Joe Road East & Allentown Road Paving**

Contracts have been signed and waiting on response from INDOT.

Construction Admin/Observation Work Order submitted to Director for consideration. This Work Order is combined with the Shirley Avenue Work Order and anticipates that one on-site field representative would cover both projects.

**W. Utica Street Culvert Replacement**

Paving completed. Final clean-up and restoration underway.

**Charlestown Road Water & Sewer Relocations**

RCI was awarded the contract for \$135,539.25. Coordinating construction schedule with the County project. The right-of-way documents have been received. A pre-construction/utility coordination meeting was held. The contractor is mobilizing for construction. Need meeting between Town & County for coordination.

**Hill N' Dale & I-65 Water Line Relocation**

Water main is now active. Contractor is waiting for good weather to finish restoration of project area.

**Brandon Circle & Forrest Drive Connection**

Work Order approved at the last Council meeting. Work underway.

**2018 Annual Paving Specification & On-Call Paving Support**

Work Order approved at the last Council meeting. Work underway.

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### **Allentown Road Lift Station – Infiltration/Inflow**

Currently working with staff to identify potential I/I issues at this station. Smoke testing and TV inspection of the lines may be necessary to identify points where stormwater enters the system.

### **W. Utica Street & Cambridge Manor Drainage Review**

Met with staff on-site to review the drainage area. JTL field located critical elevations around the elliptical pipe at Cambridge Manor and reviewed the upstream area for potential detention areas. Waiting on Town to receive appraisals.

### **Perry Crossing Lift Station Corrosion/Rehabilitation**

JTL met with Webster Environmental on-site to review the existing corrosion in the lift station. Webster provided a proposal to evaluate the environment in the wetwell and provide recommendations based upon the chemical makeup of the wastewater. This proposal has been submitted to the Director for consideration.

### **Butler Road Improvements**

At the last Town Council meeting, it was requested that JTL prepare a Work Order to design improvements for Butler Road. Work Order 2018-4 has been submitted to the Director for consideration. Once the Council approves the Work Order, JTL will begin topographic survey and design.