

**SELLERSBURG TOWN COUNCIL  
MEETING MINUTES  
DECEMBER 12, 2022 | 316 E UTICA STREET**

**CALL TO ORDER**

President Brad Amos called the meeting to order at 6:01 p.m.

**ROLL CALL OF MEMBERS:**

**Present:** President Brad Amos, Vice-President Scott McVoy, Second Vice President Terry Langford, Member Randy Mobley, Member Matt Czarnecki, Town Attorney Jacob Elder and Clerk Treasurer Michelle Miller.

**PRAYER AND PLEDGE OF ALLEGIENCE**

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

MOTION/SECOND: MCVOY/CZARNECKI VOTE: 5-aye, 0-nay, motion approved.

**APPROVAL OF MINUTES:**

MOTION/SECOND: MCVOY/CZARNECKI VOTE: 5-aye, 0-nay, motion approved.

**APPROVAL OF ALLOWANCE CLAIMS:**

MOTION/SECOND: CZARNECKI/MCVOY VOTE: 5-aye, 0-nay, motion approved.

**2023 TOWN COUNCIL APPOINTMENTS:**

Langford nominates Amos for President:

MOTION/SECOND: LANGFORD/MOBLEY VOTE: 4-aye, 0-nay, motion approved.

Langford nominates McVoy for Vice President:

MOTION/SECOND: LANGFORD/CZARNECKI VOTE: 4-aye, 0-nay, motion approved.

McVoy nominates Langford as Second Vice President:

MOTION/SECOND: MCVOY/CZARNECKI VOTE: 4-aye, 0-nay, motion approved.

**2023 REDEVELOPMENT COMMISSION APPOINTMENT:** TABLED UNTIL JANUARY 2023.

**ORDINANCES & RESOLUTIONS:**

**ORDINANCE 2022-OR-029 | ACCEPTING PROPOSED AMENDMENTS TO THE 2020 UDO:**

1<sup>ST</sup> Reading: Motion/Second: MOBLEY/CZARNECKI VOTE: 5-aye, 0-nay, motion approved.

Waive 2<sup>nd</sup> Reading: Motion/Second: MCVOY/CZARNECKI VOTE: 5-aye, 0-nay, motion approved.

Approval: Motion/Second: CZARNECKI/MOBLEY VOTE: 5-aye, 0-nay, motion approved.

**ORDINANCE 2022-OR-030 | TRANSFER OF FUNDS:**

1<sup>ST</sup> Reading: Motion/Second: CZARNECKI/LANGFORD VOTE: 5-aye, 0-nay, motion approved.

Waive 2<sup>nd</sup> Reading: Motion/Second: CZARNECKI/MOBLEY VOTE: 5-aye, 0-nay, motion approved.

Approval: Motion/Second: CZARNECKI/LANGFORD VOTE: 5-aye, 0-nay, motion approved.

**SELLERSBURG TOWN COUNCIL  
MEETING MINUTES  
DECEMBER 12, 2022 | 316 E UTICA STREET**

**ORDINANCE 2022-OR-031 | 2023 SALARY ORDINANCE:**

1<sup>ST</sup> Reading: Motion/Second: CZARNECKI/MCVOY VOTE: 5-aye, 0-nay, motion approved.  
Waive 2<sup>nd</sup> Reading: Motion/Second: CZARNECKI/MOBLEY VOTE: 5-aye, 0-nay, motion approved.  
Approval: Motion/Second: CZARNECKI/MOBLEY VOTE: 5-aye, 0-nay, motion approved.

**ORDINANCE 2022-OR-032 | AMENDING ORDINANCE 2022-OR-026 | DISPOSING OF SURPLUS OR WORTHLESS PROPERTY | ADDING 2018 PACKER TRUCK:**

1<sup>ST</sup> Reading: Motion/Second: CZARNECKI/MCVOY VOTE: 5-aye, 0-nay, motion approved.  
Waive 2<sup>nd</sup> Reading: Motion/Second: CZARNECKI/MCVOY VOTE: 5-aye, 0-nay, motion approved.  
Approval: Motion/Second: MCVOY/MOBLEY VOTE: 5-aye, 0-nay, motion approved.

Motion to increase the Chief of Police's salary to the maximum of \$3,200.00 bi-weekly for the 2023 Salary Ordinance:

Motion/Second: CZARNECKI/LANGFORD VOTE: 5-aye, 0-nay, motion approved.

**NEW BUSINESS:**

**2023 LIABILITY INSURANCE RENEWAL | \$187,894.00 | JERRY RAUCK, SHEPHERD INSURANCE:**

MOTION/SECOND: MCVOY/CZARNECKI VOTE: 5-aye, 0-nay, motion approved.

**APPROVAL OF 2023 TOWN COUNCIL MEETING SCHEDULE (see attached):**

MOTION/SECOND: MCVOY/CZARNECKI VOTE: 5-aye, 0-nay, motion approved.

**UTILITY DEPOSIT FUNDS TRANSFER APPROVAL | TOWN ATTORNEY, JACOB C. ELDER:**

Requests Council approval to move \$43,468.79 from the Utility Deposit Fund to the Water Operating Fund and \$28,061.23 to the Waste Water Operating Fund:

MOTION/SECOND: CZARNECKI/MCVOY VOTE: 5-aye, 0-nay, motion approved.

**RECEIPT OF STAFF REPORTS:**

**TOWN ENGINEER | JACOBI TOOMBS & LANZ | LORI WYATT:**

Gives project status updates

**TOWN ATTORNEY | JACOB C. ELDER:**

Requests the Council renew his contract for 2023:

MOTION/SECOND: CZARNECKI/MCVOY VOTE: 5-aye, 0-nay, motion approved.

**ADJOURNMENT:**

Motion/Second to adjourn: CZARNECKI/MCVOY VOTE: 5-aye, 0-nay, motion approved.

Time adjourned: 7:10 p.m.

**SELLERSBURG TOWN COUNCIL  
MEETING MINUTES  
DECEMBER 12, 2022 | 316 E UTICA STREET**

Minutes approved this 9TH day of JANUARY, 2023

\_\_\_\_\_  
Brad J. Amos, Council Member

\_\_\_\_\_  
Matt Czarnecki, Council Member

\_\_\_\_\_  
Scott McVoy, Council Member

\_\_\_\_\_  
Terry Langford, Council Member

\_\_\_\_\_  
Randall Mobley, Council Member

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

## 2023 TOWN COUNCIL MEETING SCHEDULE

JANAURY 9TH

JANUARY 23RD

FEBRUARY 13TH

FEBRUARY 27TH

MARCH 13TH

MARCH 27TH

APRIL 10TH

APRIL 24TH

MAY 8TH

MAY 22ND

JUNE 12TH

JUNE 26TH

JULY 10TH

JULY 24TH

AUGUST 14TH

AUGUST 28TH

SEPTEMBER 11TH

SEPTEMBER 25TH

OCTOBER 16TH

NOVEMBER 13TH

NOVEMBER 27TH

DECEMBER 11TH

TOWN OF SELLERSBURG

Deposit History  
1/1/1980 - 12/12/2022

	<u>Amount</u>	<u>Count</u>
<b>Beginning Deposit Balance as of 1/1/1980</b>		
WATER	\$180.00	18
Total	\$180.00	18
<b>(+) New Deposits Received</b>		
SANITATION	\$50.00	1
SEWER	\$178,595.00	3,546
WATER	\$276,730.00	5,901
Total	\$455,375.00	9,448
<b>(-) Deposits Applied</b>		
SEWER	\$-4,447.85	134
VOIDED SEWER	\$25.53	2
WATER	\$-5,580.48	165
VOIDED WATER	\$166.24	4
Total	\$-9,836.56	299
<b>(-) Deposits Refunded</b>		
SANITATION	\$-50.00	1
SEWER	\$-130,150.21	2,618
WATER	\$-209,807.29	4,481
VOIDED WATER	\$50.00	1
Total	\$-339,957.50	7,100
<b>(-) Deposits Voided</b>		
		0
Total		0
<b>Ending Deposit Balance as of 12/12/2022</b>		
SEWER	\$44,022.47	884
WATER	\$61,738.47	1,372
Total	\$105,760.94	2,256

\$177290.96 is the amount the CT is showing as being in Fund 604. The amount should be \$105,760.94.

Need to move total of \$71,530.02 from Fund 604 (Meter Deposit Fund)

-\$43,468.79 goes to Fund 601 (Water Operating)

-\$28,061.23 goes to Fund 606 (WW Operating)

<b>TOWN OF SELLERSBURG INSURANCE RENEWAL PREMIUM</b>
--

<b>COVERAGE</b>	<b>EXPIRING PREMIUM</b>	<b>RENEWAL PREMIUM</b>
Selective Insurance Package Policy	\$122,580	\$137,233
IPEP Workers Compensation Policy	\$ 32,927	\$ 42,431
BCS Cyber Liability Policy	\$ 5,422	\$ 8,230
Total	\$160,929	\$187,894

The below premium breakdowns are from last year, they do not reflect the additional autos that were added or 20% increase in property values in the Commercial Package. The Worker's Compensation premiums do not include the increase in Experience modifier from .73 to 1.02 and increased payroll.

HCC Commercial Package Policy (Declined to quote)	\$135,897
Auto-Owners Workers Compensation	\$39,929
Total	\$175,826

Travelers Insurance Package Policy	\$147,031
Travelers Workers Compensation	\$30,212
Total	\$177,243

\*\* I spoke with Travelers, based off last year premium quote and changes in exposure did not feel they could provide competitive quote.

***FOLLOWING ARE SOME ITEMS YOU ARE NOT INSURED FOR***

- Infrastructure
- Pollution
- Fire Hydrants
- Street Signs

***AN INSURANCE PROPOSAL  
PREPARED FOR:***

*TOWN OF SELLERSBURG  
316 EAST UTICA STREET  
SELLERSBURG, IN 47172*

***PRESENTED BY:***

*JERRY RAUCK  
SHEPHERD INSURANCE  
301 EAST UTICA STREET  
SELLERSBURG, IN 47172  
812-246-6333*



## ***PROPOSAL DISCLOSURE***

This is a proposal (or summary) provided for illustration purposes only; it is not a legal contract. It is provided to facilitate your understanding of your insurance program. Please refer to the actual policies for specific terms, coverage, conditions, limitations and exclusions that will govern the event of a loss. Specimen copies of all policies are available for review prior to the binding of coverage. In assisting you with your insurance needs we have been dependent upon information provided to us by you. If there are other areas that need to be evaluated prior to binding of coverage, please bring them to our attention. Should any of your business operations or exposures to loss change after coverage is bound, it is the responsibility of the customer to let us know promptly so proper coverage(s) can be discussed.



[www.TrustedChoice.com](http://www.TrustedChoice.com)

## *Pledge of Performance*

Trusted Choice™ agencies are insurance and financial services firms whose access to multiple companies and commitment to quality service enable us to offer our clients competitive pricing, a broad choice of products and unparalleled advocacy.

As a Trusted Choice™ agency, we are dedicated to you and are committed to treating you as a person, not a policy. This commitment means we shall:

- Work with you to identify the insurance and financial services that are right for you, your family or your business and use our access to multiple companies to deliver those products
- Guide you through the claims process for a prompt and fair resolution of your claim.
- Help you solve problems related to your coverage or account
- Explain the coverages and options available to you through our agency, at your request.
- Return your phone calls and e-mails promptly and respond to your requests in a timely manner.
- Provide 24/7 services for our customers, offering any or all of the following: emergency phone numbers, Internet account access, e-mail and call center services.
- Use our experience and multiple company relationships to customize your coverage as needed.
- Commit our staff to continuing education so they may be more knowledgeable in serving you.
- Treat you with respect and courtesy.
- Conduct our business in an ethical manner.

We pledge this to you, our clients and ask that you let us know if we fail to meet our commitment, so we may take corrective action.

**Town of Sellersburg  
Insurance Overview Renewal Proposal**

**A. LIABILITY**

\$1,000,000 Per occurrence \$2000 deductible  
\$3,000,000 Aggregate

1. Sewage Back Up Liability
    - a. \$50,000
    - b. \$500,000 Aggregate
    - c. \$2000 Deductible
  2. Employee Benefits
    - a. \$1,000,000 Per occurrence
    - b. \$3,000,000 Aggregate
    - c. \$2,000 Deductible
  3. Wrongful Acts – (This is your Directors & Officers liability coverage)
    - a. \$1,000,000 Per occurrence
    - b. \$1,000,000 Aggregate
    - c. \$2,500 Deductible
  4. EPLI – (This is any liability suit between you and your employees)
    - a. \$1,000,000 Per occurrence
    - b. \$1,000,000 Aggregate
    - c. \$2,500 Deductible
  5. Law Enforcement – (Includes Civil Rights Liability)
    - a. \$1,000,000 Per occurrence
    - b. \$1,000,000 Aggregate
    - c. \$2,500 Deductible
  6. Excess Liability - (Sits over each line of business)
    - a. \$4,000,000 Per occurrence
    - b. \$4,000,000 Aggregate
  7. Sexual Abuse and Molestation
    - a. \$1,000,000 Per Occurrence
    - b. \$1,000,000 Aggregate
  8. Failure to Supply
    - a. \$1,000,000
    - b. 3,000,000
    - c. \$2,000 deductible
-

**B. PROPERTY**

1. Total Insured - \$66,443,097
  - a. \$5,000 Deductible
2. Replacement Cost Coverage, Special Form
3. Earthquake
  - a. \$5,000,000 Limit
  - b. \$100,000 Deductible

\*\*No Infrastructure – Roads Sewer Lines, Water Lines, et cetera\*\*

**C. AUTO**

1. \$1,000,000 – Combined Single Limit Each Accident
2. Based on 71 vehicles
  - Comprehensive Deductible \$1,000
  - Collision Deductible \$2,000

**D. INLAND MARINE – EQUIPMENT**

1. Total Insured - \$1,036,213
  - a. \$1,000 Deductible
  - b. \$763,463 Scheduled Property
  - c. \$254,250 Miscellaneous Tools & Equipment
    - i. \$10,000 or less in value
  - d. \$100,000 Contractors Rented Equipment
  - e. \$50,000 Emergency Portable Equipment

EDP (Included under property extensions)

1. \$250,000 Per occurrence. Included in Personal Property limit
2. \$10,000 in transit limit

**E. CRIME**

1. Theft of money
  - a. \$8,000 Limit Selective Inside Premises \$25,000
  - b. \$500 Deductible Outside Premises \$5,000
2. Employee Dishonesty Deductible \$5,000
  - a. \$100,000 Limit
  - b. \$500 Deductible

\*\*\*Employee Dishonesty is a blanket coverage that EXCLUDES employees required to be bonded by local or state statutes.

**F. WORKERS COMPENSATION – IPEP**

- a. \$1,000,000 Bodily Injury by Accident (Each accident)
- b. \$1,000,000 Bodily Injury by Disease (Policy limit)
- c. \$1,000,000 Bodily Injury by Disease (Each employee)

## **WORKERS COMPENSATION POLICY OUTLINE**

**Insured:** Town of Sellersburg  
**Insurer:** IPEP  
**Policy Term:** 01/01/2023 To 01/01/2024

### **COVERAGE**

### **LIMIT**

### **PER**

#### **WORKERS COMPENSATION BENEFITS (A):**

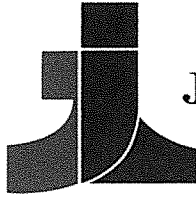
States                      INDIANA

#### **EMPLOYERS LIABILITY (B):**

Bodily Injury by Accident	\$1,000,000	Each Accident
Bodily Injury by Disease	\$1,000,000	Policy Limit
Bodily Injury by Disease	\$1,000,000	Each Employee

#### **EXPERIENCE MODIFICATION:**

Experience Modification Factor: 1.02 this is up from .73 last year



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



**TOWN OF SELLERSBURG  
PROJECT STATUS REPORT**  
*(Updates are in bold blue and italics)*

**December 12, 2022**

**WATER**

**Ohio Ave Water Main Extension**

- Easement deed was recorded on 7/20/2022.
- Council President to signed accepted bid on 11/28/2022 for Contractor to order bonds.
  - *The bids have been signed and sent to the Contractor.*
- Contractor will provide updated construction schedule. *Waiting on response.*

**System Connection to IAWC**

- Pre-bid meeting was held on 6/28/2022. Bids were opened on 7/8/2022. Bid awarded to Excel Excavating for \$248,125 on 7/11/2022.
- Contract to be signed by Town, effective date of contract to be 7/25/2022.
- Contract time to start on 11/14/2022, based on anticipated material lead times:
  - Substantially complete by 2/12/2023.
  - Final completion due on 3/14/2023.
- Pre-construction meeting held on 11/14/2022. Construction is expected to begin mid-December, upon arrival of majority of materials.
- Construction is anticipated to still be completed prior to the end of March 2023.
- *Contractor is to provide documentation of lead time issues.*

**WASTEWATER**

**WWTP Construction**

- Relocation of the outfall to avoid field located utilities has resulted in additional rock excavation. Contractor is preparing a proposed change order for the additional work.
  - Change Order No. 4 has been approved by IDEM.
- Construction of the stormwater pond area has been impacted by a natural flowing spring and lean clays. Investigation and discussions with the contractor geotechnical engineer to define the remedy the problem is on-going.
  - Construction has been completed. Regrading has been completed during the dry weather period. No change order required for any work in that area.
  - Meeting with all parties was held on-site. Pace is moving forward with most cost-efficient solution.

**Corporate**  
1829 E. Spring Street  
Suite 201  
New Albany, IN 47150  
812-945-9585

**Kentucky**  
2307 River Road  
Suite 203  
Louisville, KY 40206  
502-583-5994

**Central Indiana**  
1060 N. Capitol Avenue  
Suite E360  
Indianapolis, IN 46204  
317-829-3474

**Southern Indiana**  
124 Bell Ave  
Clarksville, IN 47129  
812-288-6646

- Issues with the existing Clarifier No. 3 and No. 4 Scum Pump Station have been identified and additional work will be required to fix the level control system and mixer, resulting in additional costs.
  - JTL has requested the electrical engineer to make an assessment and provide corrective action recommendations. Electrical engineer has concluded that additional diagnostics will be required to determine what controls are still operational.
  - *Contractor and JTL are working with the Town on ordering new equipment for Scum Pump Station. Once equipment is on-site, Electrical Contractor will work with Town to install. Billing for this work will be directly to the town.*
  - *The Scum Pump Station has been fixed and is functioning properly.*
- Work is continuing on the UV Basin. Most electrical work is expected to be completed in next six (6) weeks.
  - *UV basins have been put into operation and the temporary D.O. system has been installed and is functioning properly.*
- *Construction progress is satisfactory.*
- On 11/14/2022, Indiana Finance Authority (IFA) was on-site to audit for State Revolving Fund (SRF) compliance. No issues are expected with the audit. No issues were identified during review. Waiting on correspondence from IFA.
- *Connection of the existing pump stations to the new headworks and start-up of the new oxidation ditch is scheduled for the early morning hours of tomorrow, 12/13/2022.*
- *A safety review of the new processes has been conducted by Plant Operations staff. Their review comments are being addressed.*
- *All existing pump stations should be connected to the new Headworks by week ending in 12/16/2022.*
- *New processes will be run for the next 7-10 days. Once sufficient operations have been confirmed, work to demolish the existing Headworks and the modifications of the existing Oxidation Ditches and Clarifier No. 2 will begin.*

### **West/Northwest Pump Station**

- Design on hold, pending potential overall project change.
- Proposal for wastewater services for Starlight / Borden / Sellersburg is being reviewed by IEDC for approval of READI funds.

**Corporate**  
1829 E. Spring Street  
Suite 201  
New Albany, IN 47150  
812-945-9585

**Kentucky**  
2307 River Road  
Suite 203  
Louisville, KY 40206  
502-583-5994

**Central Indiana**  
1060 N. Capitol Avenue  
Suite E360  
Indianapolis, IN 46204  
317-829-3474

**Southern Indiana**  
124 Bell Ave  
Clarksville, IN 47129  
812-288-6646

## **ROAD**

### **SR 60 (State) Portion**

- Project let on 5/5/2022. Did not meet INDOT requirements for an “awardable” project. Project was re-let on 7/13/22. Low bidder was E&B Paving in the amount of \$2,216,659.69. Project is being awarded.
- INDOT has now committed to funding the project in the full bid amount.
- *No updates anticipated until construction starts next Spring.*

### **Camp Run Parkway (Town) Portion**

- MAC Construction is the Contractor. JTL providing full-time on-site inspection.
- All asphalt has been installed except for the final 1.5-inch surface course.
- All concrete curb and gutter and median curbs have been installed.
- All concrete sidewalk and decorative stamped/colored concrete have been installed.
- Finish grading has been completed and sod and seed has been installed.
- *Installation of tree plantings, landscaping and landscape rock are nearing completion.*
- *Final surface asphalt and striping to follow, weather permitting.*
- *Construction continues. Drone Construction Progress Photos are located in the presentation.*

### **CCMG Paving**

- The Culvert on N New Albany Street is able to be repaired with CCMG funds (per INDOT). It is slated for the 2022-2 CCMG application.
- The 2022-2 CCMG Application has been submitted and is awaiting INDOT approval/award.
- Final review of the project and a punch list was created. Contractor has been made aware of the required corrective work and will put it on their schedule.
  - JTL has confirmed that the Contractor’s corrective work has been completed.
- *Final change order was signed 11/28/2022.*
- *Close-out is last remaining task.*

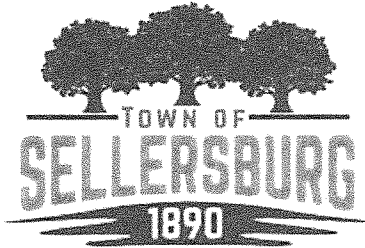
**Corporate**  
1829 E. Spring Street  
Suite 201  
New Albany, IN 47150  
812-945-9585

**Kentucky**  
2307 River Road  
Suite 203  
Louisville, KY 40206  
502-583-5994

**Central Indiana**  
1060 N. Capitol Avenue  
Suite E360  
Indianapolis, IN 46204  
317-829-3474

**Southern Indiana**  
124 Bell Ave  
Clarksville, IN 47129  
812-288-6646





# Town of Sellersburg

## Project Status Report Photos

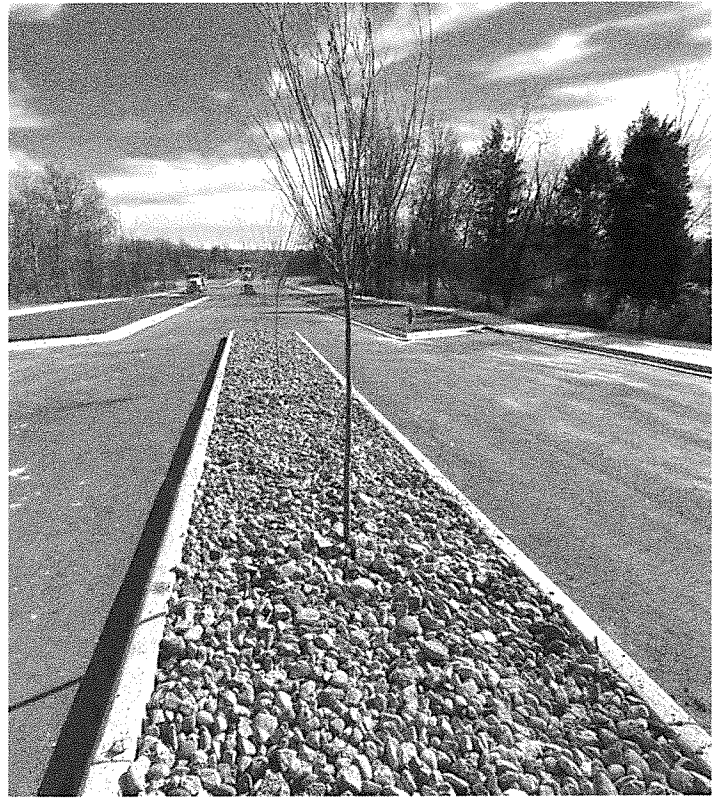
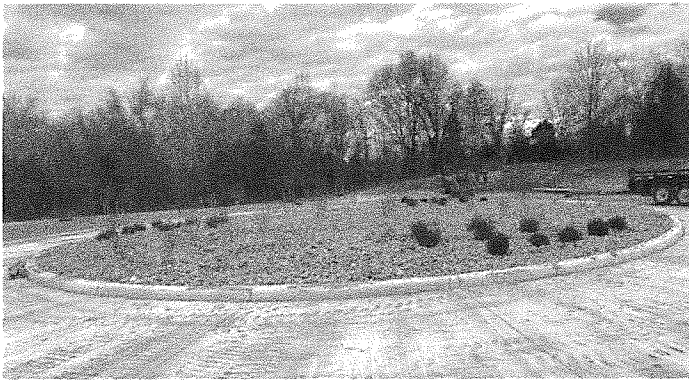
December 12, 2022



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

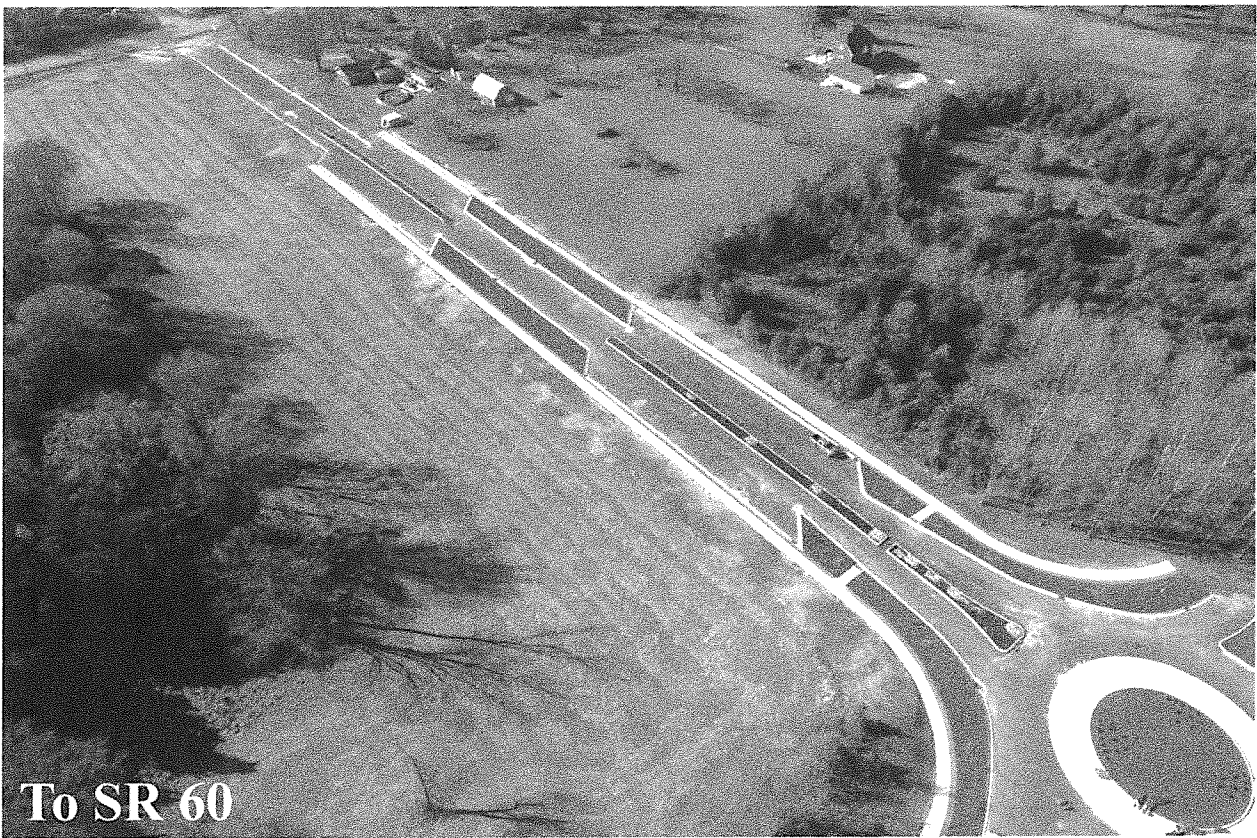
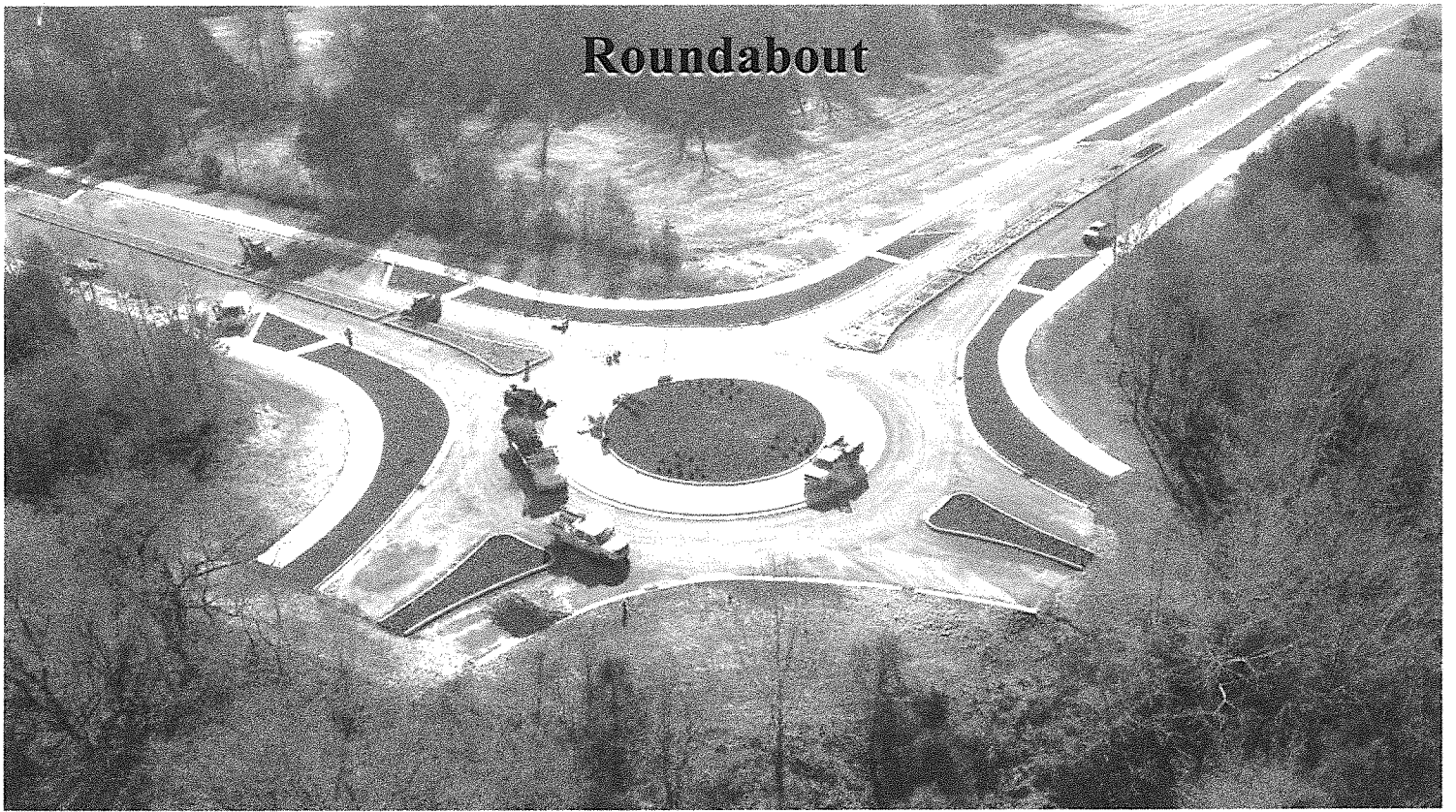
## Camp Run Parkway Construction Updates

# Tree Planting, Landscaping, and Landscape Rock



From SR 311

# Roundabout



To SR 60