

Town of Sellersburg  
Regular Town Council Meeting  
Meeting Minutes

**DATE:** February 22, 2016

**CALLED TO ORDER:** President Paul J. Rhodes called the meeting to order at 7:00 p.m. at the Sellersburg Town Hall, 316 E. Utica Street, Sellersburg, Indiana.

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

**PRAYER:** by: Martina P. Webster      **PLEDGE OF ALLEGIENCE:** By all present

**MOTION TO AMEND THE AGENDA:**

Motion to add Longevity Pay, under new business, to the agenda.

Motion: Paul J. Rhodes Second: William J. Conlin Vote: 5-aye, 0-nay, motion approved.

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

Motion: Martina P. Webster      Second: James H. LaMaster Vote: 5-aye, 0-nay, motion approved.

**MOTION TO APPROVE MINUTES AND CLAIMS SEPARATELY:**

Motion: Brad J. Amos      Second: Martina P. Webster Vote: 5-aye, 0-nay, motion approved.

**APPROVAL OF MINUTES FROM FEBRUARY 8, 2016 MEETING AND FEBRUARY 2, 2016 TOWN COUNCIL EXECUTIVE SESSION**

President Rhodes asks that the minutes be tabled until the March meeting due to he believes the minutes need to be corrected to add that the pay for Cheryl Dean was retroactive to January 1, 2016. Clerk Treasurer Michelle Miller disagreed and will send the audio recording of the meeting to each Council Member to review.

Motion: Paul J. Rhodes      Second: William J. Conlin      Vote: 5-aye, 0-nay, motion approved.

**CLAIMS AS SUBMITTED BY THE CLERK TREASURER:**

Motion: Martina P. Webster      Second: William J. Conlin      Vote: 5-aye, 0-nay, motion approved.

**COMMENTS FROM PUBLIC ON AGENDA ITEMS:** None

**ORDINANCES AND RESOLUTIONS:**

**2016-001 Rescinding Town Manager Position**

Motion: William J. Conlin      Second: Martina P. Webster      Vote: 5-aye, 0-nay, motion approved.

**2016-002 Amending 2011-013 Pay for Boards and Commissions**

Motion: James H. LaMaster      Second: Martina P. Webster      Vote: 5-aye, 0-nay, motion approved.

**2016-003 Inventory Threshold**

Motion: William J. Conlin      Second: James H. LaMaster      Vote: 5-aye, 0-nay, motion approved.

**Consider on First Reading 2016-004 Repealing 2002-003, 2001-020 - Abolishing Sellersburg Economic Development Commission:**

Motion: William J. Conlin      Second: Brad J. Amos      Vote: 5-aye, 0-nay, motion approved.

**Consider on First Reading 2016-005 Amending Employee Handbook RE: Health Insurance for Clerk Treasurer**

Motion: James H. LaMaster      Second: William J. Conlin      Vote: 5-aye, 0-nay, motion approved.

**Approve 2016-005 Amending Employee Handbook RE: Health Insurance for Clerk Treasurer**

Motion: Martina P. Webster      Second: James H. LaMaster      Vote: 5-aye, 0-nay, motion approved.

**UNFINISHED BUSINESS:**

President Rhodes presents job description for the new Executive Secretary/Administrative Assistant Position. And requests a workshop for Tuesday, March 1 at 6:00 p.m.

Motion: Paul J. Rhodes      Second: James H. LaMaster      Vote: 5-aye, 0-nay, motion approved.

**NEW BUSINESS:**

Silver Creek Water Corporation requests approval to revise water system boundary line to serve only the project known as Traditions of Hunter Station, due to a fire flow requirement for the development. The letter from Scott A. Ham, Manager, Silver Creek Water Corporation is attached.

Motion: James H. LaMaster      Second: William J. Conlin      Vote: 5-aye, 0-nay, motion approved.

Town Attorney Jacob Elder will prepare a Resolution for the next meeting.

Building Commissioner, J. Greg Dietz, advises Council on the mosquito program.

Public Works Director, Kenneth J. Alexander presented the Council with a new job description for Team Member #4 to include general administrative support and advises that Cheryl Dean is a Level 1 Team Member #4. Martina P. Webster asks if this was a newly created position and Mr. Alexander advised that it was not.

Motion: James H. LaMaster      Second: Brad J. Amos      Vote: 5-aye, 0-nay, motion approved.

Public Works Director, Kenneth J. Alexander addresses the Council in reference to proposed amendments he would like to make to the Salary Ordinance for the Assistant Public Works Director Position and to remove the \$14.00 hour entry for team members hired in 2016.

Motion: Martina P. Webster      Second: Brad J. Amos      Vote: 5-aye, 0-nay, motion approved.

President Rhodes requests that Town Attorney Jacob Elder prepare a letter to Robin Jones to make arrangements to re-pay the longevity pay she received in January.

Motion: Paul J. Rhodes      Second: James H. LaMaster      Vote: 4-aye, 1-nay by William J. Conlin, motion approved.

Authority given to Sellersburg Celebrates to have a Street Dance on June 18, 2016.

Motion: Brad J. Amos      Second: William J. Conlin      Vote: 5-aye, 0-nay, motion approved.

**RECEIPT OF STAFF REPORTS:**

Kenneth J. Alexander, Public Works Director advises that the Water Tower had the slipper ring removed and welded.

William R. Whelan, Chief of Police-None

Jacob Elder, Town Attorney-None

**COMMENTS FROM COUNCIL MEMBERSHIP AND CLERK TREASURER:**

James H. LaMaster, District 2-None

William J. Conlin, District 4-None

Brad J. Amos, District 3-None

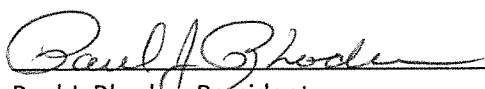
Martina P. Webster, District 1 advises that the Board of Zoning Appeals needs an attorney.

Paul J. Rhodes, At-Large-None

Michelle D. Miller, Clerk Treasurer advises that the claims will be paid once a month at the second meeting of each month.

**ADJOURN:**

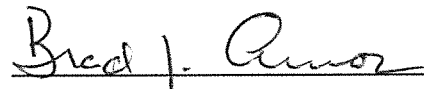
Motion: Martina P. Webster      Second: Brad J. Amos      Vote: 5-aye, 0-nay      Time: 8:45p.m.



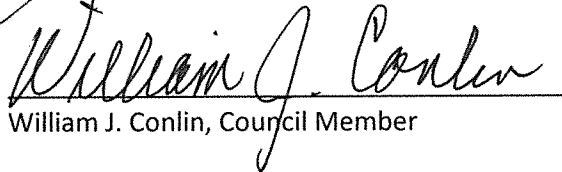
Paul J. Rhodes, President



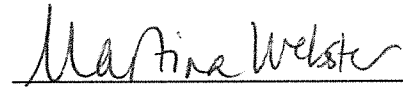
James H. LaMaster, Council Member



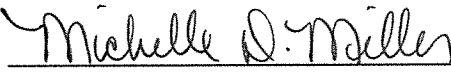
Brad J. Amos, Vice President



William J. Conlin, Council Member



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



Attest: Michelle D. Miller, Clerk Treasurer



1  
SILVER CREEK WATER CORPORATION

P O BOX 102 \* 8104 COUNTY LINE ROAD  
SELLERSBURG IN 47172-0102  
812-246-2889 \* FAX 812-246-6503

February 17, 2016

Paul Rhodes, President  
Sellersburg Town Board  
316 E. Utica Street  
Sellersburg, IN 47172

RE: Traditions of Hunter Station

Dear Mr. Rhodes and Town Board,

We are requesting to revise our water system boundary line, to allow Silver Creek Water Corporation to serve only the project known as Traditions of Hunter Station. This is due to fire flow requirements for the development.

The existing boundary line between Silver Creek Water Corporation and the Town of Sellersburg Water Department, is considered to be the line between Plum Run and Hunter Station. Attached is a drawing of the area.

We have the required fire flow capacity to serve this development and would request immediate approval of adjusting our boundary line, so that we could begin the design process for them to connect to our system at Plum Run and Hunter Station.

Recent fire flow tests were conducted at Hunter Station, and your system at this location does not meet the 1,000 gallons per minute at 20 psi requirement for fire flow. Our system capacity tested at 1,664 gallons per minute at 20 psi.

Please call me at 812-246-2889 or email [scott@silvercreekwater.org](mailto:scott@silvercreekwater.org) if you have any questions pertaining to this matter.

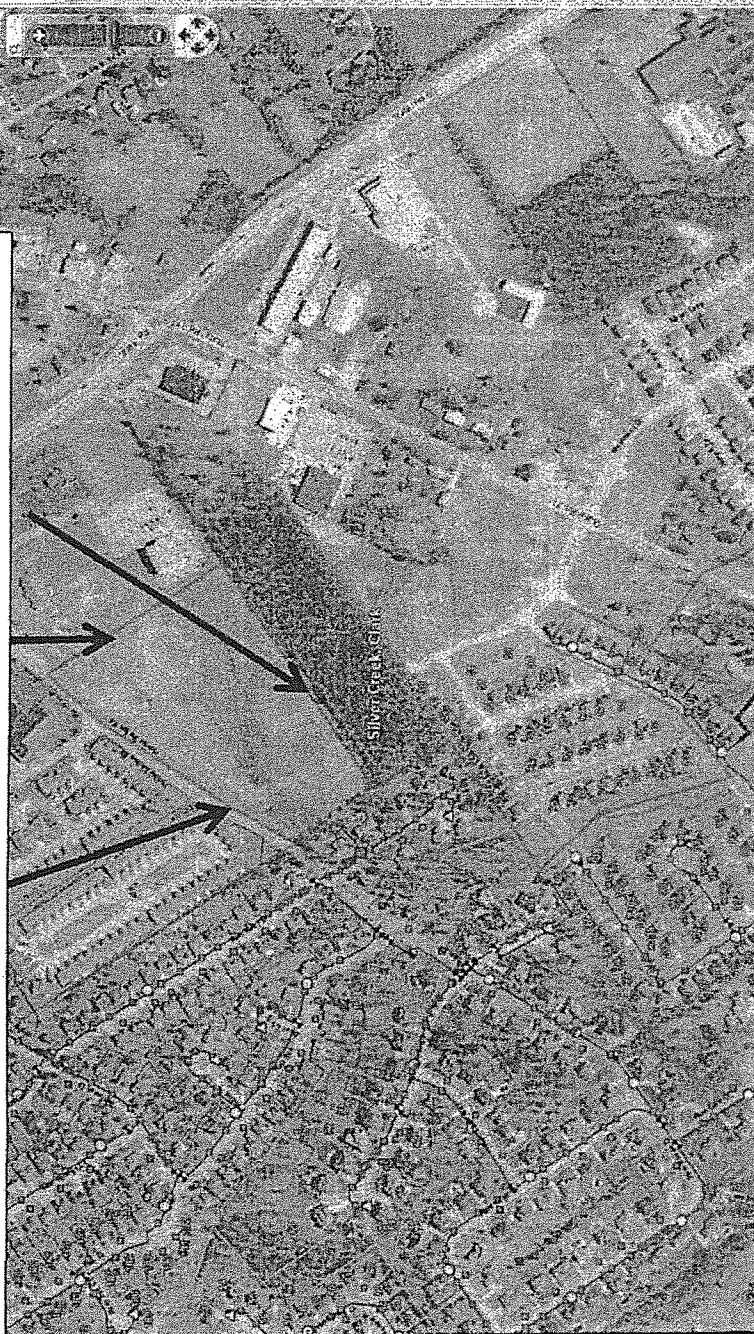
Sincerely,

Scott A. Ham  
Manager

attachment

[illegible]

**PROPOSED NEW BOUNDARY LINE BETWEEN SELLERSBURG & SILVER CREEK WATER  
AROUND TRADITIONS OF HUNTER STATION**

[illegible]