

**TOWN OF SELLERSBURG
REGULAR TOWN COUNCIL MEETING**

DATE AND TIME: February 25, 2019 at 5:30 p.m.

LOCATION: 316 E. UTICA STREET SELLERSBURG, INDIANA 47172

CALL TO ORDER:

Called to order at 5:30 p.m. by President Paul Rhodes.

ROLL CALL OF MEMBERS:

Present: Paul Rhodes, President
Present: Brad Amos, Vice President
Present: Martina Webster, 2nd Vice President
Present: James LaMaster, Member
Present: William Conlin, Member
Present: Jacob Elder, Town Attorney
Present: Michelle Miller, Clerk Treasurer

PRAYER: Martina Webster

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO ADOPT THE AGENDA AS PRESENTED:

MOTION/SECOND/VOTE: LAMASTER/AMOS/5-0, MOTION APPROVED.

APPROVAL OF MINUTES:

February 11, 2019 Regular Meeting and February 20, 2019 Executive Session

MOTION/SECOND/VOTE: AMOS/LAMASTER/5-0, MOTION APPROVED.

APPROVAL OF ALLOWANCE CLAIMS:

MOTION/SECOND/VOTE: CONLIN/LAMASTER/5-0, MOTION APPROVED.

APPROVAL OF ALLOWANCE DOCKET:

MOTION/SECOND/VOTE: LAMASTER/CONLIN/5-0, MOTION APPROVED.

ORDINANCES AND RESOLUTIONS:

1. ORDINANCE NO. 2019 – OR – 004: An Ordinance Ratifying the Declaration of an Emergency for the Repair of a Sewer Main at Helbig and Paradise Avenue:

1st Reading: MOTION/SECOND/VOTE: WEBSTER/CONLIN/5-0, MOTION APPROVED.

2nd Reading: MOTION/SECOND/VOTE: WEBSTER/LAMASTER/5-0, MOTION APPROVED.

2. ORDINANCE NO. 2019 – OR – 005: An Ordinance Transferring \$300,000 into the Rainy-Day Fund from the General Fund:

1st Reading: MOTION/SECOND/VOTE: WEBSTER/LAMASTER/5-0, MOTION APPROVED.

2nd Reading: MOTION/SECOND/VOTE: WEBSTER/LAMASTER/5-0, MOTION APPROVED.

3. **ORDINANCE NO. 2019 – OR – 006: An Ordinance Authorizing and Approving the Entry into An Interlocal Agreement for the Joint use and Operation of the Jeffersonville-Clark County Animal Shelter:**

1st Reading: MOTION/SECOND/VOTE: WEBSTER/CONLIN/5-0, MOTION APPROVED.

2nd Reading: MOTION/SECOND/VOTE: WEBSTER/LAMASTER/5-0, MOTION APPROVED.

4. **ORDINANCE NO. 2010 – OR – 007: An Ordinance Authorizing and Ratifying the Entry into an Interlocal Agreement for the Purchase of Salt from the Board of Commissioners of Clark County, Indiana:**

1st Reading: MOTION/SECOND/VOTE: WEBSTER/CONLIN/5-0, MOTION APPROVED.

2nd Reading: MOTION/SECOND/VOTE: WEBSTER/LAMASTER/5-0, MOTION APPROVED.

UNFINISHED BUSINESS:

1. **2018 CCG Bid Award (Jacobi, Toombs, & Lanz):**

Motion to award bid to Wingham Paving in the amount of \$709,636.45 and approval for Rhodes to sign the contract outside of this meeting:

MOTION/SECOND/VOTE: WEBSTER/CONLIN/5-0, MOTION APPROVED.

2. **Job Descriptions | New and Revised (Lori Kearney, Director of Public Works):**

Motion to approved job descriptions for Billing Office Team Lead and Street and Sanitation Supervisor/IT Coordinator:

MOTION/SECOND/VOTE: AMOS/LAMASTER/5-0, MOTION APPROVED.

NEW BUSINESS:

1. **Robinson Professional Services On-Call Support (Lori Kearney, Director of Public Works):**

Motion to approve proposal 2019-055 no to exceed \$50,000, upon attorney review and permission for Rhodes to sign outside of this meeting:

MOTION/SECOND/VOTE: WEBSTER/LAMASTER/5-0, MOTION APPROVED.

2. **Sludge Hauling | Quotes (Jacobi, Toombs, & Lanz):**

3 Bids presented (see attached). Motion to accept bid from Ecotech, 10cys lines \$145, 10 cys unlines \$135, 20 cy lines \$145, 20 cy unlined \$135, upon Town Attorney Elder's review and JTL's review and permission for Rhodes to sign outside of this meeting:

MOTION/SECOND/VOTE: WEBSTER/AMOS/5-0, MOTION APPROVED.

3. **Sellersburg Housing Authority Plan of Dissolution (Jacob "Jake" Elder, Town Attorney):**

Town Attorney Elder will be working of the dissolution Ordinance for the Housing Authority. No other action taken at this time.

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

Matt Czarnecki of Lakeside Estates advises that he has contacted INDOT and paving on US31 will be done in 2022. He wanted to make the Council aware of this.

RECEIPT OF STAFF REPORTS:

Josh Hillman, Jacobi, Toombs, & Lanz

1. Presents an amendment for Work Order 2018-1, in the amount of \$45,000.00, for the Shirley/Prather CCMG Project due to ongoing issues with the project:
MOTION/SECOND/VOTE: WEBSTER/AMOS/5-0, motion approved.
2. Projects Status Update (copy attached)

Lori Kearney, Director of Public Works

1. Advises she posted current job openings on Indeed.com and has received several applications and that an offer has been made to one applicant today pending a background check.

COMMENTS FROM COUNCIL MEMBERSHIP (Good of the order):

Brad J. Amos, District 3:

1. Had a meeting with DNR reference the five year Parks & Recreation Master Plan.
2. Sellersburg First Baptist Church will be hosting the National Day of Prayer at Wilkerson Park at noon on May 2, 2019.
3. WWI Monument is being worked on and has been paid for by donator's.

Martina Webster, District 1:

1. Makes a motion to pay EBA \$1,000 for the work they have done on the Health Insurance due to the agent of record change and that it be paid for out of Town Council Miscellaneous.
MOTION/SECOND/VOTE: WEBSTER/AMOS/5-0, motion approved.

Michelle Miller, Clerk-Treasurer:

1. Advises that she has been working with Chase Bank on getting credit card payment processing set up for Parks & Recreation, the Police Department and the Building Commissioner.

ADJOURN:

MOTION/SECOND/VOTE: WEBSTER/AMOS/5-0, MOTION APPROVED.

TIME: 6:25 P.M.

Minutes approved this _____ day of _____, **2019**

Paul J. Rhodes, President

James H. LaMaster, Council Member

Brad J. Amos, Vice President

William J. Conlin, Council Member

Martina P. Webster, 2nd Vice President

Attest: Michelle D. Miller, Clerk Treasurer

Attachment(s):

Agenda

Jacobi, Toombs & Lanz Current Projects Status Report

Preliminary Construction Cost Estimate for Bringham Drive Reconstruction

Note: All approved contracts/agreements 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

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

**Agenda for
February 25, 2019 at 5:30 p.m.**

CALL TO ORDER AND ROLL CALL OF MEMBERS:

PRAYER: Hamburg Church of Christ

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO AMEND/ADOPT THE AGENDA AS PRESENTED:

APPROVAL OF MINUTES:

Approval of the minutes of the as submitted by the Clerk-Treasurer:
February 11, 2019 Regular Meeting
February 20, 2019 Executive Session

APPROVAL OF ALLOWANCE CLAIMS:

APPROVAL OF ALLOWANCE DOCKET:

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

ORDINANCES AND RESOLUTIONS:

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2. ORDINANCE NO. 2019 – OR – 005: An Ordinance Transferring Funds into the Rainy-Day Fund.
3. ORDINANCE NO. 2019 – OR – 006: An Ordinance Authorizing and Approving the Entry into An Interlocal Agreement for the Joint use and Operation of the Jeffersonville-Clark County Animal Shelter.
4. ORDINANCE NO. 2010 – OR – 007: An Ordinance Authorizing and Ratifying the Entry into an Interlocal Agreement for the Purchase of Salt from the Board of Commissioners of Clark County, Indiana.

UNFINISHED BUSINESS:

1. 2018 CCG Bid Award (Jacobi, Toombs, & Lanz)
2. Job Descriptions | New and Revised (Lori Kearney, Director of Public Works)

NEW BUSINESS:

1. Robinson Professional Services On-Call Support (Lori Kearney, Director of Public Works)
2. Sludge Hauling | Quotes (Jacobi, Toombs, & Lanz)
3. Sellersburg Housing Authority Plan of Dissolution (Jacob “Jake” Elder, Town Attorney)

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

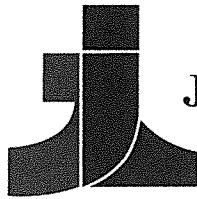
RECEIPT OF STAFF REPORTS:

Josh Hillman, Jacobi, Toombs, & Lanz
Lori Kearney, Director of Public Works
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

Town of Sellersburg Project Updates

February 25, 2019

Community Crossing Funded Projects

2018 Community Crossing Grant Application

- *Wingham Paving, Inc. was the low bidder. Request the Town to award the project to Wingham Paving, Inc., pending legal counsel review of the contract. Low bid amount = \$709,636.45.*

Shirley Avenue & Prather Lane

- *Construction continues. Request approval for a contract amendment in the amount of \$45,000 to allow for inspection to be provided during the remainder of the project.*

Road Improvement Projects

Bringham Drive

- *Plans submitted to L&I Railroad. INDOT submittal waiting on bond from Town, which may be pending decision on project budget.*

2019 Annual Paving

- *Per the previous meeting this month, JTL is preparing a bid package for paving Covered Bridge Road.*

Utility Improvement Projects

Utility Master Plan

- *Data Collection Underway. JTL to begin drawdown testing of pump stations in the coming weeks.*
- *Sewer Service Area Evaluation underway.*
- *March 11, 2019 at 4pm and 7pm (following meeting) Stormwater Public Information Meeting to be held for input on stormwater/flooding concerns.*
- *Meeting with Covered Bridge HOA to review drainage issues.*

Perry Crossing Lift Station Corrosion/Rehabilitation

We will need to get a Work Order Amendment to allow us to finish this design as previously discussed during Council meetings. Waiting on completion of data collection from the Master Plan in this area. Footprint of the pump station has been staked out for golf course approval. Plan for geotechnical work to begin shortly.

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New Albany, IN 47150
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812-945-6656 Fax

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Clarksville, IN 47129
812-945-9585
812-945-6656 Fax

1060 N. Capitol Avenue, Ste E360
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502-583-5994
502-583-7321 Fax

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www.jtleng.com

Sunset Hills Pump Station and Valve Vault

TVI inspection has identified a few points of steady infiltration and a significant grease build up in one of the lines entering this station. This issue will need to be addressed. JTL is working on preparing a plan for restoration of the valve vault at this station and will review the known pipe issues at that time. *Need to review property issues with legal counsel.*

WWTP Compliance

Currently assisting WW Staff with preparation of a letter supporting phosphorous efforts. Letter submitted to Town Staff. Work Order 2018-8 was approved on 10/8/18 to assist with a chemical feed system at the Town's Wastewater Treatment Plant. Design is on-going. *Assisting with approximate location of improvements on-site.*

Paradise/Helbig

Work Order 2018-9 was approved on 10/8/18 to review issues at this area and assist with recommendations. Bid Opening for selected alternative scheduled for May meeting with anticipated substantial completion in August. *Current issue with railroad permit and easement from adjacent property owner.*

At the last meeting, AllTerrain was awarded the emergency quote repair of the gravity sewer. Work should be completed this week. Paving for this project will be completed as a part of the CCG paving project.

IOCRA Grant Planning Support

Graphics have been prepared for River Hills to submit for an environmental review.

Wastewater On-Call Services

Currently assisting with preparation of a Sludge Hauling package. *Assisting Town with On-Call TVI contract with Robinson.*

General On-Call Services

Review of a drainage issue on St. Joe Road East as discussed with Staff. *Assisting Town with Valve and Storm Sewer Replacement on New Albany Street before paving.*

MS4 On-Call Services

Meeting with Staff this week along with IDEM and Clark Co. Soil & Water Conservation District.

PRELIMINARY CONSTRUCTION COST ESTIMATE

Jacobi, Toombs and Lanz, Inc.
Consulting Engineers



JOB NO. 18181 SHEET 1 1

PROJECT: Bringham Drive Reconstruction

BY: JW

CHECKED: BMF

DATE: 2/12/2019

DATE: 2/13/2019

ITEM	QUANTITY	UNIT	UNIT PRICE INSTALLED	TOTAL COST
1 Mobilization & Demobilization	1	LS	\$ 24,000.00	\$ 24,000.00
2 Clearing Right-of-Way	1	LS	\$ 8,000.00	\$ 8,000.00
3 Construction Engineering & Stakeout	1	LS	\$ 10,000.00	\$ 10,000.00
4 Maintenance of Traffic	1	LS	\$ 10,000.00	\$ 10,000.00
5 Erosion Control	1	LS	\$ 3,000.00	\$ 3,000.00
6 Common Excavation	1,600	CYS	\$ 25.00	\$ 40,000.00
7 Borrow	500	CYS	\$ 10.00	\$ 5,000.00
8 Subgrade Treatment, Type IC (Modified)	4,000	SYS	\$ 19.00	\$ 76,000.00
9 HMA Surface, Type B (165 LB/SY) (1.5 Inch)	325	TON	\$ 65.00	\$ 21,125.00
10 HMA Base, Type B (330 LB/SY) (3 Inch)	651	TON	\$ 55.00	\$ 35,805.00
11 Compacted Aggregate, No. 53, Base (8 inch)	1,755	TON	\$ 18.00	\$ 31,590.00
12 Driveway Apron, Concrete, PCCP, 6 Inch	1,238	SYS	\$ 75.00	\$ 92,850.00
13 Compacted Aggregate, No. 53, Base (6 inch)	550	TON	\$ 25.00	\$ 13,750.00
14 Concrete Paved Side Ditch, 3' Wide	730	LFT	\$ 125.00	\$ 91,250.00
15 Sodding, Nursery	1,015	SYS	\$ 3.25	\$ 3,298.75
16 Pipe, Storm Sewer, 12 Inch RCP	84	LFT	\$ 60.00	\$ 5,040.00
17 Pipe, Storm Sewer, 15 Inch RCP	294	LFT	\$ 60.00	\$ 17,640.00
18 Pipe, Storm Sewer, 18 Inch RCP	159	LFT	\$ 73.00	\$ 11,592.40
19 Pipe, Storm Sewer, 24 Inch RCP	242	LFT	\$ 70.00	\$ 16,940.00
20 Signage	1	LS	\$ 1,500.00	\$ 1,500.00
21 Pavement Striping, 4" Yellow, Solid, Thermoplastic	815	LFT	\$ 1.00	\$ 815.00
22 Pavement Striping, 24" White, Stop Bar, Solid, Thermoplastic	15	LFT	\$ 6.00	\$ 90.60
			SUBTOTAL	\$ 519,286.75
Contingencies (10%)	1	LS	\$ 51,929.00	\$ 51,929.00
TOTAL ESTIMATED CONSTRUCTION COST				\$ 571,215.75
Inspection	1	LS	\$ 75,000.00	\$ 75,000.00
TOTAL ESTIMATED PROJECT COST				\$ 646,215.75
USE				\$ 646,000.00