

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

DATE: January 28, 2019 at 5:30 p.m.

LOCATION: 316 E. UTICA STREET SELLERSBURG, INDIANA 47172

CALL TO ORDER: Called to order by President Paul J. 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: Pastor Joe Sanford of United Methodist Church

PLEDGE OF ALLEGIENCE: All Present.

THE TOWN OF SELLERSBURG COUNCIL APPOINTMENTS:

President, Paul Rhodes: MOTION/SECOND/VOTE : WEBSTER/CONLIN/5-0, motion approved.
Vice President, Brad Amos: MOTION/SECOND/VOTE : WEBSTER/LAMASTER/5-0, motion approved.
2nd Vice President, Martina Webster: MOTION/SECOND/VOTE : AMOS/LAMASTER/5-0, motion approved.

Motion to keep liaisons the same as in 2018:

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

Liaisons :

Parks & Recreation Board-Brad Amos
Police Commissioners-James LaMaster
Planning Commission-Brad Amos and Martina Webster
Water-Martina Webster
Waste Water-Martina Webster
Streets & Sanitation-Brad Amos

MOTION TO ADOPT THE AGENDA AS PRESENTED:

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

APPROVAL OF MINUTES:

Approval of the January 14, 2019 minutes of the as submitted by the Clerk-Treasurer
MOTION/SECOND/VOTE: AMOS/CONLIN/5-0, MOTION APPROVED.

APPROVAL OF ALLOWANCE CLAIMS:

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

APPROVAL OF ALLOWANCE DOCKET:

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

RECOGNITION OF EAGLE SCOUTS:

1. Matthew Knokes | Troop 4010 | November 12, 2018
2. Sam LaMaster | Troop 4010 | November 12, 2018
3. Bailey D. Blanton | Troop 6 | October 4, 2018
4. Hunter Knox | Troop 7 (absent)
5. Drew Nelson | Troop 7

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

Kerry Kemmer, The Dragon's Den Coffee House and Café, 201 S. Indiana Avenue addresses the Council requesting assistance with the adjoining property blocking the view to his business. Council Vice-President will meet with Mr. Kemmer and the owner of the adjoining property and the business owner to see what can be worked out.

TOWN OF SELLERSBURG BOARD APPOINTMENTS

1. Sellersburg Parks and Recreation
Motion to appoint Megan Stouffer to the Parks and Recreation Board to replace Greg Ferree's position:
MOTION/SECOND/VOTE: AMOS/CONLIN/5-0.

ORDINANCES AND RESOLUTIONS

1. 2019-OR-003 | 2018 Salary Ordinance Amendment | Adding Compliance Team Member Position:
1st Reading: MOTION/SECOND/VOTE: LAMASTER/AMOS/4 ayes, 1 nay by WEBSTER.
2nd Reading: MOTION/SECOND/VOTE: Second Reading will be done at the next meeting.

AMOS advises that the School Board made their appointment to the Parks & Recreation Board and they appointed Adam Frederick.

PAY FOR THE INTERIM BUILDING COMMISSIONER

Motion made to keep the pay the same for the interim building commissioner until the salary ordinance can be amended at the next meeting.

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

NEW BUSINESS:

1. Health Insurance | Agent of Record | Joe Olson
Motion to appoint Joe Olson as Agent of Record:
MOTION/SECOND/VOTE: LAMASTER/CONLIN/3-2, MOTION APPROVED.
Roll call vote: LAMASTER: YEA, CONLIN: YEA, AMOS: YEA, RHODES: NAY, WEBSTER: NAY
2. Compliance Enforcement & Property Management | Job Description | Paul Rhodes, Town Council President
This was covered in Ordinance 2019-OR-003
3. Helbig Avenue and Paradise Avenue Emergency Repairs | Josh Hillman, Jacobi, Toombs & Lanz
Recommends to proceed with the Emergency Repairs
MOTION/SECOND/VOTE: AMOS/LAMASTER/5-0, MOTION APPROVED.
4. Property Owner's (Landlord's) Responsibility for Utility Bills | Lori Kearney, Director of Public Works
Town Attorney Elder will prepare Ordinance for next meeting.

5. Main Street Committee | OCRA Program | Michelle Miller, Clerk Treasurer
Michelle Miller, Clerk Treasurer, requests the Town Council's support for the forming of a Sellersburg Main Street Board:
MOTION/SECOND/VOTE: AMOS/WEBSTER/5-0, MOTION APPROVED.

RECEIPT OF STAFF REPORTS:

Josh Hillman (Jacobi, Toombs, & Lanz)

1. Presents Monthly Status Update Report

Lori Kearney, Director of Public Works

1. Presents change order ONE for Striegel in the amount of \$94,323.00 for the Hawthorn Glen Booster Station Project:
MOTION/SECOND/VOTE: AMOS/CONLIN/5-0, MOTION APPROVED.
2. Presents change order TWO for Striegel, for a pressure relief valve, in the amount of \$42,206.05 for the Hawthorn Glen Booster Station Project:
MOTION/SECOND/VOTE: AMOS/WEBSTER/5-0, MOTION APPROVED.

COMMENTS FROM COUNCIL MEMBERSHIP (Good of the order):

Brad J. Amos, District 3

Congratulates Chief Whelan on becoming the Vice President of the Indiana Chiefs of Police Association.
Thanks David Allen for helping to clean Allhands/Ehringer.
Advises that the Parks & Recreation Board is moving full steam ahead.

Michelle Miller, Clerk-Treasurer

1. Presents Bank Statement Adjustments, due to Billing Office errors, for Council approval, in the amount of \$1,822.15 (copy attached):
MOTION/SECOND/VOTE: WEBSTER/AMOS/5-0, MOTION APPROVED.
2. Presents Uniform Conflict of Interest Disclosure Statement for Brad Amos for Council approval:
MOTION/SECOND/VOTE: WEBSTER/CONLIN/5-0, MOTION APPROVED.
3. Old Outstanding Checks
Presents list of Old Outstanding Checks to be cancelled (check number 28941 Dated September 6, 2016 in the amount of \$1251.70 and check number 29048 Dated November 14, 2016 in the amount of \$233.31):
MOTION/SECOND/VOTE: WEBSTER/CONLIN/5-0, MOTION APPROVED.

ADJOURN:

MOTION/SECOND/VOTE: WEBSTER/AMOS/5-0, MOTION APPROVED.
TIME: 6:59 p.m.

Town of Sellersburg
Town Council Meeting Minutes
January 28, 2019

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

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
January 28, 2019 at 5:30 p.m.**

CALL TO ORDER AND ROLL CALL OF MEMBERS:

PRAYER:

PLEDGE OF ALLEGIENCE: All Present.

THE TOWN OF SELLERSBURG COUNCIL APPOINTMENTS

MOTION TO AMEND/ADOPT THE AGENDA AS PRESENTED:

APPROVAL OF MINUTES:

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APPROVAL OF ALLOWANCE CLAIMS:

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RECOGNITION OF EAGLE SCOUTS:

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

TOWN OF SELLERSBURG BOARD APPOINTMENTS

1. Sellersburg Parks and Recreation

ORDINANCES AND RESOLUTIONS:

1. Salary Ordinance | Adding a New Position

UNFINISHED BUSINESS:

NEW BUSINESS:

1. Health Insurance | Agent of Record (Joe Olson)
2. Compliance Enforcement & Property Management | Job Description (Paul Rhodes, Town Council President)
3. Helbig Avenue and Paradise Avenue Emergency Repairs (Lori Kearney, Director of Public Works)
4. Property Owner's (Landlord's) Responsibility for Utility Bills (Lori Kearney, Director of Public Works)
5. Main Street Committee | OCRA Program (Michelle Miller, Clerk Treasurer)

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

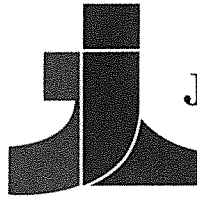
Brad J. Amos, District 3

Martina Webster, District 1

Paul J. Rhodes, At-Large

Michelle Miller, Clerk-Treasurer

ADJOURN:



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

2019 Project Update

January 28, 2019

Community Crossing Funded Projects

2018 Community Crossing Grant Application

- *Project is out for bids. Bids to be received at first meeting in February.*

Shirley Avenue & Prather Lane

- *Completion of project will be dependent on weather.*

Road Improvement Projects

Bringham Drive

- *Currently reviewing permit needs with Railroad & INDOT.*

2019 Annual Paving

- *JTL to meet with Town representatives to review road selection.*

Utility Improvement Projects

Utility Master Plan

- *Data Collection Underway*
- *Public Outreach/Communication - Anticipate a public input meeting in late February or early March for the Stormwater Master Plan to receive input regarding known drainage issues.*

Perry Crossing Lift Station Corrosion/Rehabilitation

We are in the process of resolving property lines in this area to prepare easement documents and will be trying to meet with the golf course regarding property. Once we meet with the golf course, we will have a geotechnical exploration performed to confirm ground conditions. *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.*

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. *Working on construction plan.*

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Clarksville, IN 47129
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502-583-5994
502-583-7321 Fax

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www.jtleng.com

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. *Currently waiting on electrical design to finalize this. Need to update IDEM on schedule and permit. Bid opening scheduled for March meeting with substantial completion in June.*

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.*

Current issue to resolve collapsed sewer main may need an emergency declaration from the Town and is separate from the selected alternative plan. Robinson should be on-site this week to TVI the sanitary sewer to confirm extent of issue. We should know more later this week.

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.

General On-Call Services

Review of a drainage issue on St. Joe Road East as discussed with Staff.