

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

Minutes for January 8, 2018

CALL TO ORDER AND ROLL CALL OF MEMBERS:

Meeting called to order at 5:30 p.m. by President Paul J. Rhodes

Present: Vice President Brad J. Amos, Second Vice President Martina P. Webster, Member James H. LaMaster, Town Council Attorney Jacob C. Elder and Clerk Treasurer Michelle D. Miller.

Absent: President Paul J. Rhodes and Member William J. Conlin.

PRAYER: Martina P. Webster

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO AMEND THE AGENDA:

To remove under unfinished business for Lori Kearney #4 and #5 and table until the next meeting and under new business add appointments:

Motion: Webster Second: LaMaster Vote: 3-aye, 0-nay, motion approved.

MOTION TO ADOPT THE AGENDA AS AMENDED:

Motion: Webster Second: LaMaster Vote: 3-aye, 0-nay, motion approved.

BRENDA MAYMON-JENSEN SIGN PRESENTATION :

Vice President Brad J. Amos presents signs that will be installed at the Town entrances and acknowledges the achievements of Para-Olympian Brenda Maymon-Jensen.

UNFINISHED BUSINESS:

1. Public Works Director Compensation Plan (Martina P. Webster)
Motion to add twenty days of PTO time to the newly hired Public Works Director:
Motion: Webster Second: LaMaster Vote: 3-aye, 0-nay, motion approved.
2. Shirley Avenue/Prather Lane, Bid Decision (Josh Hillman, Jacobi, Toombs & Lanz)
Excel Excavating was the low bidder and there will be a public meeting on these projects on Wednesday, January 17, 2018 at 6:00 p.m.
3. Allentown Paving and St. Joe, Bid Decision (Josh Hillman, Jacobi, Toombs & Lanz)
Motion made to table and to make a decision at the January 22, 2018 meeting:
Motion: Webster Second: LaMaster Vote: 3-aye, 0-nay, motion approved.
4. Phosphorous Building Status Update (Lori Kearney, Assistant Public Works Director)-Tabled
5. Paradise Avenue Project Status Update (Lori Kearney, Assistant Public Works Director)-Tabled

NEW BUSINESS:

1. **Employee Handbook Update (Councilwoman Martina Webster):**

Webster makes a motion to make the effective date of the handbook December 26, 2017 instead of December 19, 2017.

Motion: Webster Second: LaMaster Vote: 3-aye, 0-nay, motion approved.

Town of Sellersburg
Town Council Meeting
January 8, 2017

NEW BUSINESS (continued):

2. Board Appointments:

Motion made to ratify 2017 appointment for Francis Conroy to the Board of Zoning Appeals to January 2022.

Motion: Webster Second: LaMaster Vote: 3-aye, 0-nay, motion approved.

Motion made to appoint the new Public Works Director to the Plan Commission replacing the previous Director:

Motion: Webster Second: LaMaster Vote: 3-aye, 0-nay, motion approved.

Organization of the Town of Sellersburg Council Appointments:

Motion made to keep Council President, Vice President and 2nd Vice President the same:

Motion: LaMaster Second: Webster Vote: 3-aye, 0-nay, motion approved.

Motion to re-appoint Dustin Koetter and Linda Stewart as Police Commissioners:

Motion: Webster Second: LaMaster Vote: 3-aye, 0-nay, motion approved.

Motion for Brad Amos to be the Streets and Sanitation Liaison:

Motion: Webster Second: LaMaster Vote: 3-aye, 0-nay, motion approved.

Motion for the rest of the Liaison's to remain the same:

Motion: Webster Second: LaMaster Vote: 3-aye, 0-nay, motion approved.

RECEIPT OF STAFF REPORTS:

Josh Hillman (Jacobi, Toombs, & Lanz):

West Utica Street Culvert Replacement:

Construction is anticipated to begin the first week of January in coordination with the Vectren Energy Line relocation. The contractor has scheduled construction to close the road on January 22, 2018 to begin construction. Signs will be placed on January 15, 2018 to notify the residents of the closure.

Charlestown Road Water and Sewer Relocations:

The County Engineer agreed on January 8, 2018 to send the recorded right-of-way document to us before we begin construction.

Hill-n-Dale & I-65 Water Line Relocation:

Regulatory Permit from IDEM was approved on December 27, 2017. IDEM requires 10 days' notice before commencement of construction. Contractor shall be given notice to proceed on January 17, 2018.

Butler Road:

The property owner has requested to grant the property to the Town as a fee tract. JTL modified the property description accordingly.

J. Greg Dietz, Building Commission: Gives annual report.

COMMENTS FROM COUNCIL MEMBERSHIP:

Brad J. Amos compliments the trash guys and advises that the pool is finally finished.

ADJOURN: Motion: Webster Second: LaMaster Time: 6:01 p.m.

Paul J. Rhodes, President

James H. LaMaster, Council Member

Brad J. Amos, Vice President

William J. Conlin, Council Member

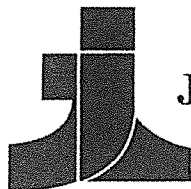
Martina P. Webster, 2nd Vice President

Attest: Michelle D. Miller, Clerk Treasurer

Attachment: Agenda
Jacobi, Toombs and Lanz Current Project Status Report

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



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

**CURRENT PROJECTS
STATUS REPORT**

January 8, 2018

Shirley Avenue & Prather Lane

Bids were opened at the December 18, 2017 meeting. Excel Excavating, Inc. was the apparent low bidder. The contract bid is in the amount of \$605,962.00. The Town of Sellersburg requested funding from the State of Indiana Community Crossings Matching Grant in the amount of \$339,694.50. Therefore, the local funding required to be provided by the Town of Sellersburg for the remainder of the contract is \$266,267.50. This information has been summarized in the table below:

Excel Excavating Contract Bid Amount	-	\$605,962.00
Community Crossings Grant Fund Allocation	-	\$339,694.50
Town of Sellersburg Local Funding Required	-	\$266,267.50

St. Joe Road East & Allentown Road Paving

Bids were opened at the December 18, 2017 meeting. E&B Paving was the apparent low bidder. Bid amounts for both roads were less than the amount applied for in the Community Crossings grant application.

	Bid Amount	25% Sellersburg Responsibility
Allentown Road	\$41,852.82	\$10,463.21
St. Joe Road East	\$77,897.18	\$19,474.30
Total	\$119,750.00	\$29,937.51

W. Utica Street Culvert Replacement

Construction is anticipated to begin the first week of January in coordination with the Vectren Energy line relocation. The contractor has scheduled construction to close the road on January 22, 2018 to begin construction. Signs will be placed on January 15, 2018 to notify the residents of the closure.

Charlestown Road Water & Sewer Relocations

RCI was awarded the contract for \$135,539.25. Coordinating construction schedule with the County project. In conversation with the County Engineer on January 8, 2018, he has agreed to send the recorded right-of-way document to us before we begin construction.

1829 E. Spring Street, Suite 201
New Albany, IN 47150
812-945-9585
812-945-6656 Fax

124 Bell Ave
Clarksville, IN 47129
812-945-9585
812-945-6656 Fax

1060 N. Capitol Avenue, Ste E360
Indianapolis, IN 46204
317-829-3474
317-829-3473 Fax

1400 South 1st Street
Louisville, KY 40208
502-583-5994
502-583-7321 Fax

New Albany, IN • Clarksville, IN • Indianapolis, IN • Louisville, KY

www.jtleng.com

Hill N' Dale & I-65 Water Line Relocation

Regulatory Permit from IDEM was approved on December 27, 2017. IDEM requires 10 days' Notice before commencement of Construction. Contractor shall be given Notice to Proceed on January 17, 2018.

Butler Road

The property owner has requested to grant the property to the Town as a fee tract. JTL modified the property description accordingly.

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**Agenda for
January 8, 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 ALLOWANCE CLAIMS:

Brenda Maymon-Jensen sign presentation that will be installed recognizing her Para-Olympic achievements.

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

ORGANIZATION OF THE TOWN OF SELLERSBURG COUNCIL APPOINTMENTS

TOWN OF SELLERSBURG BOARD APPOINTMENTS

ORDINANCES AND RESOLUTIONS:

UNFINISHED BUSINESS:

1. Public Works Director Compensation Plan (Councilwoman, Martina Webster)
2. Shirley Avenue/Prather Lane, Bid Decision (Josh Hillman, Jacobi, Toombs, & Lanz)
3. Allentown Paving, Bid Decision (Josh Hillman, Jacobi, Toombs, & Lanz)
4. Phosphorous Building Status Update (Assistant Public Works Director, Lori Kearney)
5. Paradise Avenue Project Status Update (Assistant Public Works Director, Lori Kearney)

NEW BUSINESS:

1. Employee Handbook Update (Councilwoman, Martina Webster)

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: