

**TOWN OF SELLERSBURG  
TOWN COUNCIL MEETING MINUTES**

**DATE:** JULY 22, 2019, 5:30 P.M.

**CALL TO ORDER:**

President Paul Rhodes called the meeting to order at 5:30 p.m.

**ROLL CALL OF MEMBERS:**

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

**PRAYER:** Pastor Sanford, Sellersburg United Methodist Church

**PLEDGE OF ALLEGIENCE:** All Present.

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

MOTION/SECOND/VOTE: WEBSTER/LAMASTER 4-aye, 0-nay, motion approved.  
Amendments: Remove #5 under new business, Billing Office Credit Card Solution

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

MOTION/SECOND/VOTE: AMOS/LAMASTER 4-aye, 0-nay, motion approved.

**APPROVAL OF MINUTES:**

June 10, 2019 Executive Session

June 10, 2019 Town Council Meeting

June 24, 2019 Town Council Meeting

MOTION/SECOND/VOTE: LAMASTER/AMOS 4-aye, 0-nay, motion approved.

**APPROVAL OF ALLOWANCE CLAIMS:**

MOTION/SECOND/VOTE: WEBSTER/AMOS 4-aye, 0-nay, motion approved.

**APPROVAL OF ALLOWANCE DOCKET:**

MOTION/SECOND/VOTE: WEBSTER/LAMASTER 4-aye, 0-nay, motion approved.

**ORDINANCES AND RESOLUTIONS:**

1. **ORDINANCE NO. 2019 – OR – 018: An Ordinance Amending the Zoning Ordinance**

1<sup>st</sup> Reading: MOTION/SECOND/VOTE: WEBSTER/LAMASTER 4-aye, 0-nay, motion approved.

2<sup>nd</sup> Reading: MOTION/SECOND/VOTE: WEBSTER/LAMASTER 4-aye, 0-nay, motion approved.

2. **ORDINANCE NO. 2019 – OR – 017: An Ordinance Transferring Certain Funds**

1<sup>st</sup> Reading: MOTION/SECOND/VOTE: WEBSTER/AMOS 4-aye, 0-nay, motion approved.

2<sup>nd</sup> Reading: MOTION/SECOND/VOTE: WEBSTER/AMOS 4-aye, 0-nay, motion approved.

**UNFINISHED BUSINESS:**

1. **Tesinc Verizon/MCI Metro Projects (Mike Overturf, Permit Engineer - Tesinc, LLC)**  
Town Attorney Elder will prepare an Ordinance for the next meeting for right of way permits.
2. **Railroad License Agreement for Underground Pipelines, Cables and Conduits | Paradise & Helbig Force Main Extension (Lori Kearney, Director of Public Works)**  
Director Kearney presents License Agreement with Louisville & Indiana Railroad Company for approval.  
Motion made to approve License Number LI-TS-001:  
MOTION/SECOND/VOTE: AMOS/LAMASTER 4-aye, 0-nay, motion approved.
3. **8910 County Line Road | Owner: P. Jones | Sewer Connection (Lori Kearney, Director of Public Works)**  
Motion made to issue a letter of release for New Albany, Director Kearney will prepare the letter for Mr. Jones.  
MOTION/SECOND/VOTE: AMOS/WEBSTER 4-aye, 0-nay, motion approved.
4. **624 W. Utica Street | Appraisals (Brad Amos, Town Council Vice President)**  
Two appraisals presented for 624 W Utica: Ohio Valley Appraisal Services Inc. \$72,000.00 and The Mardis Group \$70,000.00.  
Motion made to approve a purchase agreement for up to \$70,000.00 for 624 W. Utica Street. Town Attorney Elder will prepare the purchase agreement.  
MOTION/SECOND/VOTE: WEBSTER/AMOS 4-aye, 0-nay, motion approved.
5. **Discussion: Dedication of Gilola (Jacob "Jake" Elder, Town Attorney)**  
Motion made to accept the deed of dedication of Gilola from Corbett and to accept the \$5,000.00 from Corbett for the shared cost of the paving and approve up to \$15,000.00 to pave Gilola using MVH funds.  
MOTION/SECOND/VOTE: AMOS/LAMASTER 3-aye, 1-nay by MARTINA WEBSTER, motion approved.

**NEW BUSINESS:**

1. **Liability Insurance Quote (Jerry Rauck, ISU)**  
Mr. Rauck presents proposal for renewal of the Town's insurance in the amount of \$132,651.00
2. **Liability Insurance Quote (Chris Hancock)**  
Mr. Hancock was not present, however he submitted his proposal to the Council prior to the meeting.
3. **Sewer and Water Extension on Service Drive (Jason Wooldridge)**  
Motion made to approve sewer and water extension on Service Drive for Mr. Wooldridge contingent upon permit approval.  
MOTION/SECOND/VOTE: WEBSTER/AMOS 4-aye, 0-nay, motion approved.
4. **Appointment of a Parks & Recreation Board Member (Brad Amos, Town Council Vice President)**  
Motion made to appoint Water Green to the Parks & Recreation Board:  
MOTION/SECOND/VOTE: AMOS/WEBSTER 4-aye, 0-nay, motion approved.
5. **Billing Office Credit Card Solution | PSN: A Fully Integrated Ampstun Solution (TBD)**  
This item was removed from the agenda

**6. Community Crossing Matching Grant 2019-2 Application Process | Road Lists (Lori Kearney, Director of Public Works)**

Motion made to approve Applications 1 & 2 for the 2019 CCMG.

MOTION/SECOND/VOTE: WEBSTER/AMOS 4-aye, 0-nay, motion approved.

Motion made authorizing President Rhodes to sign the financial commitment letter for up to \$350,000.00

**7. AT&T Bill | Waters of Milan Lift Station (Lori Kearney, Director of Public Works)**

Motion made to approve the payment of the AT&T invoice (\$500.56) in the name of Premier Homes as of the date the Town took over the lift station:

MOTION/SECOND/VOTE: WEBSTER/LAMASTER 4-aye, 0-nay, motion approved.

**8. Core & Main Meters | Software Update | Bid Proposal (Lori Kearney, Director of Public Works)**

Bid proposal presented for approval in the amount of \$33,039.53 for 176 meters and software:

MOTION/SECOND/VOTE: AMOS/WEBSTER 4-aye, 0-nay, motion approved.

**RECEIPT OF STAFF REPORTS:**

**Josh Hillman, Jacobi, Toombs, and Lanz**

1. 2018 CCG Project Status Update (attached)
2. Monthly Project Updates (attached)

**Lori Kearney, Director of Public Works**

1. Presents River City Controls proposal in the amount of \$8,110.00 to add the Greenleaf booster station to the scada system for approval:  
MOTION/SECOND/VOTE: AMOS/LAMASTER 4-aye, 0-nay, motion approved.
2. Presents River City Controls proposal in the amount of \$2,935.00 for re-terminating the antenna coax cable through PVC conduit at the well field for approval:  
MOTION/SECOND/VOTE: AMOS/LAMASTER 4-aye, 0-nay, motion approved.

**COMMENTS FROM COUNCIL MEMBERSHIP (Good of the order):**

**Brad J. Amos, District 3**

1. Congratulates Silver Creek Little League on their win.
2. Advises he had a meeting today with INDOT reference Highway 31 from Dairy Queen to the bridge at the cement plant. This project will happen in 2022.
3. Thanks Kent Wingham on the paving being done.
4. Amy Campbell is back at the pool.
5. Welcomes Donna Lockhart back.

**Martina Webster, District 1**

1. Advises the work on 311 is a County project and is supposed to be open by the end of July.
2. Apologizes for missing the July 8<sup>th</sup> meeting due to daughter's illness.
3. Advises still working on HR job description.

**Paul J. Rhodes, At-Large**

1. Asks if Archive Social is up and running. Public Works Director Lori Kearney and Town Council Executive Secretary Michelle Medcalf both advise that it is.

**Michelle Miller, Clerk-Treasurer**

1. Offers to be the benefits administrator since the Council reinstated the third position in the Clerk Treasurer's Office. Council agrees.
2. Advises the Council that she is concerned about the revenue being reported from the Utility Billing Office. It seems that the software may not be posting properly and the revenue is down. Recommends the Council contact Bakertilly to come in and do a financial report on the utilities.

**ADJOURN:**

MOTION/SECOND/VOTE: AMOS/WEBSTER

4-aye, 0-nay, motion approved.

TIME: 7:19 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, 2<sup>nd</sup> Vice President

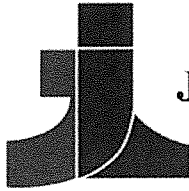
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Attest: Michelle D. Miller, Clerk Treasurer

**Attachment(s):**

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](http://www.sellersburgclerk.com)



## **Jacobi, Toombs & Lanz, Inc.**

*Consulting Engineers & Land Surveyors*

### **PROJECT STATUS UPDATE FOR THE 2018 CCG FUNDED PATCHING AND RESURFACING OF SELECTED TOWN STREETS PROJECT**

**July 22, 2019**

1. Roadways Completed (Excepting Striping and Clean-Up)
  - a. Adkins Avenue
  - b. Adkins Court East & West
  - c. Church Street
  - d. East Villa Drive
  - e. Hanger Avenue
  - f. Helbig Avenue
  - g. Indianola Street
  - h. Kahl Court
  - i. Kahl Street
  - j. Linnwood Avenue
  - k. Paradise Avenue
  
2. Roadways with On-Going Construction Activities
  - a. Allhands Avenue (North Leg)
  - b. Allhands Avenue (South Leg)
  - c. Ehringer Lane
  - d. Haas Lane
  - e. South Street (Partially Resurfaced)
  
3. Issues Encountered During the Milling of the Allhands Avenue Neighborhood
  - a. On 7/11/2019, a water main located beneath the pavement of Ehringer Lane between South Street and Allhands Avenue broke and required repair. The pavement within the vicinity of the water main break heaved and now requires a large asphalt base patch.
  - b. On 7/11/2019, 7/12/2019, and 7/15/2019; storm sewer issues were uncovered or made apparent by surface milling operations performed along Haas Lane from South Street to West Utica Street (four areas in total.) The repairs required at these four locations involve excavation, concrete work, and moderate storm sewer

**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

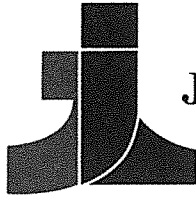
**Southern Indiana**  
124 Bell Ave  
Clarksville, IN 47129  
812-288-6646

work. Once the storm sewer work is completed the roadway located adjacent to the repair will require asphalt base patching.

- c. On 7/16/2019, a bearing failure occurred in the NB lane of South Street just north of Ehringer Lane during the performance of resurfacing. Asphalt resurfacing had to be stopped and the area of failure will require additional asphalt patching.

4. Construction Schedule (As Provided by Contractors)

- a. RCI is to complete all four areas of storm sewer repair by end of day Thursday, July 25, 2019 (weather permitting.)
- b. Wingham Paving will complete all patching within the subdivision around Allhands Avenue on Tuesday, July 30, 2019 and Wednesday, July 31, 2019 (weather permitting.)
- c. Wingham Paving will perform asphalt resurfacing within the subdivision around Allhands Avenue on Thursday, August 1, 2019 and Friday, August 2, 2019 (weather permitting.)
- d. Wingham Paving will begin milling operations on New Albany Street once all water valve replacement work is completed.



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*Consulting Engineers & Land Surveyors*

## **Town of Sellersburg Project Updates**

**July 22, 2019**

### **Community Crossing Funded Projects**

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#### ***2018 Community Crossing Grant – Paving Projects***

- *Concrete work, patching and paving all underway.*

#### ***2019 CCG Application Assistance (Project Completion mid-July 2019)***

- *Request Town approval of projects to be included in the CCG Round 2 Application due August 1.*

### **Road Improvement Projects**

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#### ***Bringham Drive***

- *Notice of Award issued to Temple & Temple.*

#### ***2019 Annual Paving***

- *Final pay application to be processed.*

#### ***Utica St & New Albany Street Intersection Improvements***

*(Design Completion Fall 2019)*

- *Field work complete and preliminary schematic underway.*

### **Utility Improvement Projects**

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#### ***Utility Master Plan (Report Completion EOY 2019)***

- *Data Collection is nearing completion. Draw down testing is underway.*
- *In the next two months, we will hold a follow up stormwater meeting to review and present the areas that have been identified as drainage concerns.*
- *JTL has been in the field reviewing drainage issues with the significant rain events that have occurred over the last month.*
- *WWTP assessment complete. Working on compilation of the written assessment.*

#### ***Perry Crossing Lift Station Corrosion/Rehabilitation***

*(Constr. Plan Completion pending review with MP, Property Acq. Dependent)*

*Working on design. Need easement. Reviewing project with Master Plan components and service area for overall larger sewershed.*

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 1<sup>st</sup> Street  
Louisville, KY 40208  
502-583-5994  
502-583-7321 Fax

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

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### ***Sunset Hills Pump Station and Valve Vault***

*(Construction Plan Completion mid-July, Property Issues Unknown)*

*Bids to be received at August Meeting. Submitted plans to Town for review.*

### ***WWTP Compliance***

*Phosphorous NTP issued and reviewing contractor submittals.*

### ***Paradise/Helbig***

*AllTerrain Paving & Construction was low bidder. Request project award.*

### ***Wastewater On-Call Services***

*Received modified plans from Oakley for review. Also received development plans for subdivision off of 403.*

### ***General On-Call Services***

*Inserta-Valve installation to begin on Wednesday.*

*Hampton Court drainage design working on design and USACE permit application.*

Service Drive and Utica Street drainage design and field work underway.

### ***MS4 On-Call Services***

Caught up.

### ***Planning & Zoning On-Call Services***

Support continues.