

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

DATE: JULY 23, 2018

CALL TO ORDER:

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

ROLL CALL OF MEMBERS:

Present:

Paul Rhodes
Brad Amos
Martina Webster
Michelle Miller
Jacob Elder

Absent:

Brad Amos
William Conlin

PRAYER: Martina Webster

PLEDGE OF ALLEGIENCE: Led by Boy Scout Troop 7

MOTION TO AMEND THE AGENDA:

Motion/Second: RHODES/WEBSTER

Vote: 3-aye, 0-nay, motion approved.

Amendments: Remove #2 (Brandon Circle) under unfinished business and #3 (Town Insurance Discussion) under New Business.

MOTION TO ADOPT THE AGENDA AS AMENDED:

Motion/Second: WEBSTER/LAMASTER

Vote: 3-aye, 0-nay, motion approved.

APPROVAL OF MINUTES:

Town Council Meeting Minutes of July 9, 2018 as presented by the Sellersburg Clerk Treasurer

Motion/Second: LAMASTER/WEBSTER

Vote: 3-aye, 0-nay, motion approved.

APPROVAL OF ALLOWANCE CLAIMS:

Motion/Second: LAMASTER/WEBSTER

Vote: 3-aye, 0-nay, motion approved.

APPROVAL OF ALLOWANCE DOCKET:

Motion/Second: LAMASTER/WEBSTER

Vote: 3-aye, 0-nay, motion approved.

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

Patrick Ernstberger, 8320 Plum Valley Drive defers his comments to Sharon Armstrong.

Sharon Armstrong, 8321 Plum Valley Drive addresses the Council in reference to water run-off due from the Oakley property. President Rhodes advises her had Public Works Director Tim Parmenter talk to the developer, Mr. Oakley, and he will continue working with him to come up with a solution.

Rachel Kynhoff, 8401 Plum Valley Drive, Plum Run Home Owner's Association President, addresses the Council in reference to the water run-off also.

Roy Everitt, 823 E. Utica Street addresses the Council in reference to flooding in front of his property and asks that the Council fix the problem.

UNFINISHED BUSINESS:

1. Butler Road Reconstruction (Josh Hillman, JTL): **TABLED**
Motion/Second: WEBSTER/LAMASTER to table
Vote: 3-aye, 0-nay, motion approved.
2. Brandon Circle (Councilman William "Bill" Conlin): **REMOVED FROM AGENDA**

NEW BUSINESS:

1. ISU Insurance & Investment Group | Request for Renewal of Liability Insurance Coverage (Jerry Rauck)
Mr. Rauck presents Insurance Renewal Proposal in the amount of \$121,808.00. **NO ACTION TAKEN**
2. Liability Coverage Insurance Quotes: **NONE**
3. Town Insurance Discussion (Councilman William "Bill" Conlin): **REMOVED FROM AGENDA**
4. Change Order | Project: Water and Sewer Relocation (Josh Hillman, JTL):
Motion to approve a time extension for this project
Motion/Second: WEBSTER/LAMASTER
Vote: 3-aye, 0-nay, motion approved.
5. Public Works Team Member Schedule (Councilwoman Martina Webster):
Motion to approve Public Works Director and Assistant Director to schedule employee's hours on disconnect day to cover reconnects.
Motion/Second: WEBSTER/LAMASTER
Vote: 3-aye, 0-nay, motion approved.
6. David McRae, Interim Building Commissioner | Compensation Package (Tim Parmenter, Director of Public Works)
Motion to move David McRae to Interim Building Commissioner retro-active to the resignation date of the previous Building Commissioner at a rate of \$865.38 weekly.
Motion/Second: WEBSTER/LAMASTER
Vote: 3-aye, 0-nay, motion approved.

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RECEIPT OF STAFF REPORTS:

Josh Hillman (Jacobi, Toombs, & Lanz):

1. Presents monthly report (copy attached)
2. Requests approval of change order 18072 in the amount of \$10,864.50 for E & B Paving for the Patching and Resurfacing of St. Joe Road East and Allentown Road.
Motion/Second: LAMASTER/WEBSTER
Vote: 3-aye, 0-nay, motion approved.
3. Requests approval of the agreement with the City of Jeffersonville to remove the old pump house:
Motion/Second: LAMASTER/WEBSTER
Vote: 3-aye, 0-nay, motion approved.

Tim Parmenter, Director of Public Works:

1. Presents monthly report (copy attached)

COMMENTS FROM COUNCIL MEMBERSHIP (Good of the order):

Martina Webster, District 1:

Advises the herself, Town Attorney Elder and Councilman Conlin met with Lara Renn and are still working on negotiations.

ADJOURN:

Motion/Second: WEBSTER/LAMASTER

Vote: 3-aye, 0-nay, motion approved

Time: 6:37 p.m.

Minutes approved this _____ day of _____, **2018**

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

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Attachment(s):

Agenda

Jacobi, Toombs & Lanz Current Projects Status Report

Public Works Director Tim Parmenter Monthly 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

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

**Agenda for
July 23, 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 MINUTES:

Meeting Minutes of July 9, 2018 as presented by the Sellersburg Clerk Treasurer

APPROVAL OF ALLOWANCE CLAIMS:

APPROVAL OF ALLOWANCE DOCKET:

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

ORDINANCES AND RESOLUTIONS:

UNFINISHED BUSINESS:

1. Butler Road Reconstruction (Josh Hillman, JTL)
2. Brandon Circle (Councilman William "Bill" Conlin)

NEW BUSINESS:

1. ISU Insurance & Investment Group | Request for Renewal of Liability Insurance Coverage (Jerry Rauch, ISU Insurance & Investment Group)
2. Liability Coverage Insurance Quotes (Agents)
3. Town Insurance Discussion (Councilman William "Bill" Conlin)
4. Change Order | Project: Charlestown Road Water & Sewer Relocation (Josh Hillman, JTL)
5. Public Works Team Member Schedule (Councilwoman Martina Webster)
6. David McRae, Interim Building Commissioner | Compensation Package (Tim Parmenter, Director of Public Works)

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

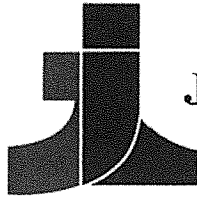
RECEIPT OF STAFF REPORTS:

Josh Hillman (Jacobi, Toombs, & Lanz)
Tim Parmenter, 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

**CURRENT PROJECTS
STATUS REPORT**

July 23, 2018

Shirley Avenue & Prather Lane

The Town gave direction to go forward with lowering the water main conflict and the Town will operate water main valves. Work to continue on Wednesday.

St. Joe Road East & Allentown Road Paving

Project complete. Request approval of Final Cost Adjustment Change Order.

Charlestown Road Water & Sewer Relocations

Issue with contractor and time of project due to county changes. Contractor has requested a time extension due to County delays. A pay application for stored materials has been submitted to the Town.

Brandon Circle & Forrest Drive Connection

Preliminary plans and estimates submitted to the Director for consideration. Status same.

2018 Annual Paving Specification & On-Call Paving Support

The low bid was awarded to Libs Paving in the amount of \$187,722.00. Notice to proceed issued and pre-construction meeting held on 7/3. Asphalt Rejuvenator in cul-de-sacs to begin Wednesday and paving to follow shortly after.

Allentown Road Lift Station – Infiltration/Inflow

Met w/Wastewater Staff on 4/12/18 to walk the sewer alignment and review the pumping station. Provided an email with observations and possible additional items to investigate to staff following the review. Status same.

W. Utica Street & Cambridge Manor Drainage Review

Working with Town representatives to scope out additional watershed evaluations.

Perry Crossing Lift Station Corrosion/Rehabilitation

JTL met with Webster Environmental on-site to review the existing corrosion in the lift station. Webster provided a proposal to evaluate the environment in the wetwell and provide recommendations based upon the chemical makeup of the wastewater. This proposal was submitted to the Director for consideration. Status same.

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Louisville, KY 40208
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502-583-7321 Fax

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

www.jtleng.com

Butler Road Improvements

Drainage review of the road corridor underway. JTL to have preliminary layout complete by the end of June. Preliminary road layout and updated cost estimate submitted to the Director. Currently working with utilities for conflict analysis. Utility relocation costs are unknown at this time. Utilities are located within existing easements. The Town may be responsible for utility relocation costs.

Sanitary Sewer Permits

NAI Fortis/Clarion re-submitted and permit underway.

Holmans Lane Water Main Improvements

JTL reviewed the conflict analysis with the Director. Currently working on a cost estimate for future main replacement as well as an overall graphic depicting an approximate route.

Holmans Lane Water Treatment Plant Coordination

As you are aware, the City of Jeffersonville is working on improvements along Holmans Lane. A conflict has come up with the electric transformer pad that sits in front of the Treatment Plant along Holmans Lane. We're working to help make this coordination as smooth as possible and will provide any updates as they become available. Status Same.

IOCRA Grant Planning Support

JTL is assisting Staff with preliminary graphics needed to support applications for potential Office of Community and Rural Affairs grants. Status same.

Utica Pike & Allison Lane Water Pump House

JTL has been communicating with Town Staff and Legal Counsel over the last few months regarding the City of Jeffersonville's request to demolish the pump house on Utica Pike that is no longer in service. An agreement between the City of Jeffersonville and Town of Sellersburg has been prepared allowing the Jeffersonville to demolish the pump house. Request approval and signatures of the agreement. JTL will coordinate an on-site meeting between the Town, City of Jeffersonville, JTL and the City of Jeffersonville's Contractor before demolition occurs (after agreement signed and approved).

July 23, 2018 Council

Staff Report-Public Works

Perry Crossing Lift Station -Received a quote to perform lining of lift station. Under evaluation.

Waste Treatment Plant - Huber screen repairs were performed and the screen installed. Will be having on-going discussions with Huber, as there are other issues that were not noticed in the November consultation. Huber is sending out their field manager (at their cost) to inspect the screen and help resolve the issues

JTL – paving for Lakeside/Sterling Oaks/Bridgeway to begin end of July.

Approximately 5,200 LF of sewer lines were cleaned.

8 Lift stations were cleaned.

The sewage ozone generation station has been put back into service. An oxygen sensor is required to bring station up to capacity. Anue water technology will be providing a quote for the station maintenance. During the heat wave July 4th, odor was quite bad.

New packer truck specifications-working with two vendors who responded to create a generic bid sheet to then get out to bid.

Water Booster Station – moving forward with construction. Duke Energy has been contacted to provide electrical service. Vectren (natural gas for the generator) is awaiting call from land owner. Looking for easement documentation.

Billing office-August should start the electronic bank deposit for checks written through bank payment systems. This will cut down on some paper check handling. Still working with Chase to have automatic scanning of paper checks received to import directly into billing software. Credit card terminals for pool, police, and building commissioner should be “live” Monday (July 23).

Sunflower Valley Water Company owes monies to town. Met with Claude Everage and discussed the issues with Sunflower. There were some questions on the metering and billing and billing office looking into those. One question has been addressed.

Water leak resulted in Lakeside Apartments owing the town monies. Working on a payment plan with the owners. Payment plan sent to Lakeside; awaiting their response.

Patching and potholes have been ongoing.

City of Jeffersonville has offered to demolish the old pump station along Utica Pike for us. JTL (with Jeffersonville) has the demolition out for bid as part of a bigger project. Patrick inspected plan for any important parts of anything of value for the town. Nothing was found, as that plant has been idle for years.

Old Water Treatment Plant - There are many chemicals still stored in the plant that have to be removed. Asbestech to provide names of companies to quote the removal.

Catch basin cleaning will need to continue. Street sweeping is on-going as scheduling permits.

Yard Waste pickup is next week-corresponding to recycling week.

Audit did identify some issues-received IDEM report. Most issues are being addressed, as a response is required. Working with Stantec and IDEM, as the main person from Stantec who helped assist move on to another job.

Water Operator Weekly observation reports have been included. Patrick will be testing for his DSL water licensing week of July 23. Once he has completed that license, will begin the WT-3 licensing.

Lakeside/Forest Estates water main leak – contractor was digging next to our pipe along Rt. 31. When he removed soil next to the strap that connected an old abandoned water line, the strap fell off due to corrosion, thus creating a leak (hole size was about 1"). Tried to locate some valves to turn off that portion, however some valves could not be found or were broken. Needed to shut off other valves to help slow the water flow, thus that shut down more people than should have been necessary.

Repairing water leaks throughout the system. Also repairing and replacing fire hydrants.

Essroc water meter has issues that is creating false billing. This is a large, 6" water meter that is in a concrete vault. Working with a company to come down and test the meter. Will also test other large meters to ensure accurate readings (Rural Water, West Clark Schools, etc.) at the same day, to minimize charges to test meter. Essroc meter is affecting sales tax payment, so will be making a revised sales tax report once issue corrected. We did receive the new electronic reader that is used to measure the water meter. This will be replaced and hopefully the issue resolved.

Installed 2 different "free" lift station monitoring system that is also controllable-cost is the installation cost, cell phone service, and service fee. This is a test for possible upgrades to lift stations, as we have many stations that have no communication system, and thus they need to be physically inspected and monitored daily and cannot report on any issues. Both controllers under evaluation.

Water Booster station pump experiencing bad vibration-either bearings or impellor. Couldn't shut off water so had a new valve installed to allow investigation of pump. Pump assists to fill the main water tower. UPDATE- When crews went to shut off the valves inside the station, the valves were bad. Valves outside the station are in poor condition also. Tried to shut down the main line coming into the station but could not. Had a new valve installed that allowed the station to be shut down to allow the motor replacement. Once the motor was replaced, started up the system. After awhile, the installed motor burned up. At that time the main line breaks occurred. Christiani repaired both breaks and installed another main line valve. Ran the system on the smaller back up pump. Tried to replace the motor on the main pump, but again could not get the water shut down. At that point, we stopped all work, asked town to conserve water, allowed the tanks to fill. Monday, we again tried to shut down the water to remove pump but could not. There is believed another water line feeding the booster station. That will need to be investigated.

Tim Parmenter

Lori Kearney