

**TOWN OF SELLERSBURG
TOWN COUNCIL MEETING MINUTES**

DATE: JUNE 10, 2019, 5:30 P.M.

LOCATION: 316 E. Utica Street, Sellersburg, Indiana

CALL TO ORDER:

President Paul Rhodes called the meeting to order at 5:32 p.m.

ROLL CALL OF MEMBERS:

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

PRAYER: Paul Rhodes

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO ADOPT THE AGENDA AS PRESENTED:

MOTION/SECOND/VOTE: CONLIN/AMOS, 3-aye, 0-nay, motion approved.

APPROVAL OF MINUTES:

Approval of minutes of the as submitted by the Clerk-Treasurer:

May 13th, 2019 Town Council Regular Meeting

May 13th, 2019 Town Council Executive Session

MOTION/SECOND/VOTE: CONLIN/AMOS, 3-aye, 0-nay, motion approved.

APPROVAL OF ALLOWANCE CLAIMS:

MOTION/SECOND/VOTE: CONLIN/AMOS, 3-aye, 0-nay, motion approved.

PLAN COMMISSION APPOINTMENTS

No action taken

ORDINANCES AND RESOLUTIONS:

1. 2017-R-005 Amendment to L5 Leasing Tax Abatement Initial Date (2019-R-002)

MOTION/SECOND/VOTE: AMOS/CONLIN, 3-aye, 0-nay, motion approved.

2. Ordinance 2019-OR-014 Beautification Fund

Motion to amend to change section 3 from three to five members and to add section 3(d) two citizens

MOTION/SECOND/VOTE: AMOS/CONLIN, 3-aye, 0-nay, motion approved.

Motion to approve as amended:

MOTION/SECOND/VOTE: AMOS/CONLIN, 3-aye, 0-nay, motion approved.

UNFINISHED BUSINESS:

1. Interlocal Agreement for the Joint Purchase of Aerial Photography Services (Mike Beard, Building Commissioner)
Motion made to approve the interlocal agreement with the payment being split three ways, water, wastewater and Building Commissioner:
MOTION/SECOND/VOTE: AMOS/CONLIN, 3-aye, 0-nay, motion approved.
2. Sewer Rate Discussion | Single-Family Residential (Jacob “Jake” Elder, Town Attorney)
Motion made for temporary suspension of the \$450.00 hook-up fee:
MOTION/SECOND/VOTE: AMOS/CONLIN, 3-aye, 0-nay, motion approved.
3. 577 Fulton (Jacob “Jake” Elder, Town Attorney)
Council advised Town Attorney Elder to advise Kightlinger & Gray to proceed on this matter.

NEW BUSINESS:

1. Bringham Drive Repaving Project | Open Bids (Josh Hillman of Jacobi, Toombs, and Lanz)
Only one bid was received from Temple and Temple in the amount of \$103,583.00. Motion to accept the bid pending engineers and town attorney review.
MOTION/SECOND/VOTE: AMOS/CONLIN, 3-aye, 0-nay, motion approved.
2. Paradise at Helbig Force Main Extension | Open Bids (Nicole Koeninger of Jacobi, Toombs, and Lanz)
Bid 1: Allterrain \$114,990.00 Bid 2: Excel \$194,300.00 Bid 3: EZ Constuction \$245,800.00, Temple & Temple \$137,400.00, Wooldridge \$129,220.00. Allterrain is the apparent lowest bidder. Engineer and town attorney will review and bring to next meeting for awarding.
3. Inserta-Valve for S. New Albany & Utica Street (Nicole Koeninger of Jacobi, Toombs, and Lanz)
Quote presented from: O’Mara \$38,200.00, Infrastructure Systems Inc. \$35,600.00 and EJ Prescott \$21,000
Motion to approve quote from ISI in the amount of \$35,600.00
MOTION/SECOND/VOTE: AMOS/CONLIN, 3-aye, 0-nay, motion approved.
4. AllTerrain | N. New Albany Storm Sewer and Water Valve Replacement | Change Order 1 (Nicole Koeninger of Jacobi, Toombs, and Lanz)
Motion to approve Change Order 1 in the amount of \$13,779.18
MOTION/SECOND/VOTE: AMOS/CONLIN, 3-aye, 0-nay, motion approved.
5. Request for the Town of Sellersburg to Accept the Dedication of Gilola Road, Sellersburg (Bill Fisher, Corbett Properties, LLC)
Town Council advises Jacobi, Toombs and Lanz to get a cost estimate on brining Gilola up to town required standards.
6. 9001 Hardy Way | Request to Approve Resolution for Division of Parcel (ZS Developer LLC)
Motion to approve tract separation for funding purposes only and prior to any improvements being made to the two existing parcels and they must go before Planning and Zoning:
MOTION/SECOND/VOTE: AMOS/CONLIN, 3-aye, 0-nay, motion approved.

NEW BUSINESS (continued):

7. Driver-Screening Process (Lori Kearney, Director of Public Works)
Motion to add an annual driver screening process for all Town employees who operate Town owned vehicles.
MOTION/SECOND/VOTE: AMOS/CONLIN, 3-aye, 0-nay, motion approved.
8. Phosphorous Building | Discussion: Original Plans or Change Order Plans (Lori Kearney, Director of Public Works)
Public Works Director Lori Kearney requests permission to move ahead using initial contract with Wooldridge:
MOTION/SECOND/VOTE: AMOS/CONLIN, 3-aye, 0-nay, motion approved.
9. ArchiveSocial (Lori Kearney, Director of Public Works)
Public Works Director Lori Kearney requests permission to purchase ArchiveSocial for \$199 per month. This will archive all Town social media:
MOTION/SECOND/VOTE: AMOS/CONLIN, 3-aye, 0-nay, motion approved.
10. PTO | Building Commissioner Beard (Jacob “Jake” Elder, Town Attorney)
Motion to keep Mike Beard at 20 PTO days annually until he falls in line with the current policy.
MOTION/SECOND/VOTE: AMOS/CONLIN, 3-aye, 0-nay, motion approved.
11. Benefits Administration (Jacob “Jake” Elder, Town Attorney)
Motion to table until the next meeting:
MOTION/SECOND/VOTE: AMOS/dies for lack of second.
12. Frost, Brown, Todd, Attorneys | Public Works Director Severance Package | Invoice 210051800 (Jacob “Jake” Elder, Town Attorney)
Town attorney Elder presents invoice in the amount of \$395.50 for the legal review of the Public Works Director’s severance package for approval. This is to be paid 50% water and 50% wastewater.
MOTION/SECOND/VOTE: AMOS/CONLIN, 3-aye, 0-nay, motion approved.
Public Work’s Director Lori Kearney will prepare a voucher for the invoice.
13. Employee Handbook (Paul Rhodes, Town Council President)
Motion to table
MOTION/SECOND/VOTE: CONLIN/AMOS, 3-aye, 0-nay, motion approved.
14. 625 W Utica | Discussion (Brad Amos, Town Council Vice President)
Motion for town attorney to get two appraisals for this property
MOTION/SECOND/VOTE: AMOS/CONLIN, 3-aye, 0-nay, motion approved.
15. 2020 Census Partnership Letter (Michelle Miller, Clerk-Treasurer)
Presents letter for the 2020 Census Partnership with the Town for President Rhodes to sign.

RECEIPT OF STAFF REPORTS:

Josh Hillman of Jacobi, Toombs, and Lanz

1. Presents monthly status update report

COMMENTS FROM COUNCIL MEMBERSHIP (Good of the order):

Brad J. Amos, District 3

1. Thanks Mike Payne and crew for installing the Welcome to Sellersburg sign in the cemetery and also Mark Haas of Haas Construction.
2. The WWI monument has been installed.
3. Thanks Dan the dirt man for cutting down the tree at Wilkerson Park.
4. The project on 311 is still underway.

Paul J. Rhodes, At-Large

1. Calls for bids for liability insurance which will be due July 8th.

Michelle Miller, Clerk-Treasurer

1. Thanks Mr. & Mrs. Harshey for maintaining the flower beds at the billing office.
2. Thanks all the Town employees who have offered to support the beautification committee and that have helped to make improvements to the Town.
3. Thanks Bart Meyer and Robin Jones for installing the shutters on the Town Hall.
4. Thanks Robin Jones and Michelle Medcalf for their work on getting the flower pots and the flags installed on the Town Hall.

Comments from the Public:

Matt Czarnecki asks the Council to get a letter out to get on the list for 31 and 60 projects.

ADJOURN: Motion to adjourn at 7:37 p.m.

MOTION/SECOND/VOTE: AMOS/CONLIN, 3-aye, 0-nay, motion approved.

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

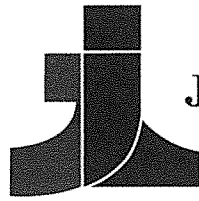
Attachment(s):

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



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

Town of Sellersburg Project Updates

June 10, 2019

Community Crossing Funded Projects

2018 Community Crossing Grant – Paving Projects

- *Pre-construction meeting held. NTP issued. Concrete work to begin this week*

Shirley Avenue & Prather Lane

- *Project is complete. Working to confirm closeout.*

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

- *Working on list of streets and updating AMP.*

Road Improvement Projects

Bringham Drive

- *Bids to be received tonight.*

2019 Annual Paving

- *Contractor making a few minor repairs and then project will be closed.*

Utica St & New Albany Street Intersection Improvements

- *Field work underway.*

Utility Improvement Projects

Utility Master Plan (Report Completion EOY 2019)

- *Data Collection is nearing completion. Draw down testing is underway.*
- *Sewer Service Area Evaluation 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.*
- *Flow metering to be wrapped up in the next few weeks and the meters have collected very good rain data.*
- *WWTP assessment complete. Working on compilation of the written assessment.*

Perry Crossing Lift Station Corrosion/Rehabilitation

(Construction Plan Completion late-July, Property Acquisition Dependent)

Working on design. Need easement.

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

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www.jtleng.com

Sunset Hills Pump Station and Valve Vault

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

Working on design.

WWTP Compliance

Status going forward to be reviewed at the meeting.

Paradise/Helbig

Bids to be received tonight.

Wastewater On-Call Services

Two sewer permits to be finalized.

General On-Call Services

Storm sewer and water valve work on New Albany Street underway.

Hampton Court drainage design and field work underway.

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

MS4 On-Call Services

Caught up.

Planning & Zoning On-Call Services

Support continues.