**TOWN OF SELLERSBURG**

**TOWN COUNCIL MEETING MINUTES**

**DATE:** JUNE 24, 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, 2nd Vice President

Present: James LaMaster, Member

Present: William Conlin, Member

Present: Jacob Elder, Town Attorney

Present: Michelle Miller, Clerk Treasurer

**PRAYER:** Speed Memorial Church

**PLEDGE OF ALLEGIENCE:** All Present.

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

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

Amendments: Move Salary Ordinance under New Business #14, for discussion.

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

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

**APPROVAL OF ALLOWANCE CLAIMS:**

MOTION/SECOND/VOTE: WEBSTER/CONLIN 5-aye, 0-nay, motion approved.

**APPROVAL OF ALLOWANCE DOCKET:**

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

**ORDINANCES AND RESOLUTIONS:**

1. **ORDINANCE NO. 2019 – OR – 015: An Ordinance Amending the 2019 Salary Ordinance for the Town of Sellersburg, Indiana.**

MOVED TO NEW BUSINESS

1. **ORDINANCE NO. 2019 – OR – 016: An Ordinance Transferring Certain Funds $17,500.00**

1st Reading: MOTION/SECOND/VOTE: AMOS/LAMASTER 5-aye, 0-nay, motion approved.

2nd Reading: MOTION/SECOND/VOTE: WEBSTER/AMOS 5-aye, 0-nay, motion approved.

**UNFINISHED BUSINESS:**

1. 8910 County Line Road (Phil Jones, Property Owner): Mr. Jones requests installation of sewer line.

Motion made to support the installation of a sewer line in the amount of $25,000 for 8910 County Line Rd:

MOTION/SECOND/VOTE: AMOS/dies for lack of second

1. **Discussion: Dedication of Gilola | Cost Estimate (Josh Hillman, Jacobi, Toombs, and Lanz | Bill Fischer, Corbett Properties):** JTL advises that the road will need a full replacement in the amount of $185,000.00 to $200,000.00. Mr. Fischer advises he will take this information back to Mr. Corbett and get back with Lori Kearney, Director of Public Works.
2. **625 W. Utica | Discussion (Jake Elder, Town Attorney)**: Appraisals have been ordered
3. **Benefits Administration (Paul Rhodes, Town Council President):**

President Rhodes advises that the Town Council will take over the submitting of the APV’s and turns this over to Michelle Medcalf.

**NEW BUSINESS:**

1. **Out of Town Sewer Rates (Evan Hunt, Resident):** NOT PRESENT
2. **1009 E. St. Joe Road | Septic Request (Anthony Everage, Property Owner):**

Mr. Everage requests a letter for Clark County stating that he can install a septic system. Lori will do the letter. Motion to approve:

MOTION/SECOND/VOTE: CONLIN/WEBSTER 5-aye, 0-nay, motion approved.

1. **Tesinc Verizon/MCI Metro Projects (Mike Overturf, Permit Engineer - Tesinc, LLC)**

Town Attorney Elder will prepare an Ordinance for the next meeting for requirements for drilling and boring. Motion made to table.

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

1. **Award Project | Paradise at Helbig Force Main Project (Jacobi, Toombs, and Lanz):**

Motion made to accept the low bid from Allterrain in the amount of $114,990.00:

MOTION/SECOND/VOTE: AMOS/CONLIN 5-aye, 0-nay, motion approved.

1. **Public Safety | Highway/Road Flood Gates (William R. Whelan, Chief of Police):**

Chief Whelan requests permission to have flood gates installed on Penn Street in the amount of $6,050.00 Motion made to approve and to pay out of Rainy Day Fund

MOTION/SECOND/VOTE: AMOS/CONLIN 5-aye, 0-nay, motion approved.

1. **Phone Security Annual Support (William R. Whelan, Chief of Police):**

Chief Whelan presents annual phone security support invoice for approval in the amount of $1,690.20. This is to be split 1/3 water, sewer and civil. Motion to approve:

MOTION/SECOND/VOTE: AMOS/LAMASTER 5-aye, 0-nay, motion approved.

1. **HR Affiliates Partnership (Paul Rhodes, Town Council President):**

Motion to terminate contract with HR Affiliates and for Town Attorney to send notice:

MOTION/SECOND/VOTE: AMOS/WEBSTER 5-aye, 0-nay, motion approved.

1. **Human Resources Position (Paul Rhodes, Town Council President):**

Motion to add a Human Resources Position upon job description being created:

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

1. **Employee Handbook Revisions (Paul Rhodes, Town Council President):**

Motion to amend the current employee handbook to the following:

Insurance Benefits are effective the first of the month following sixty days of employment.

PTO time eligibility is the first of the month following sixty days of employment.

MOTION/SECOND/VOTE: WEBSTER/AMOS 5-aye, 0-nay, motion approved.

Motion that Ordinance 2019-OR-010 is amended to be Effective June 24, 2019.

MOTION/SECOND/VOTE: WEBSTER/CONLIN 5-aye, 0-nay, motion approved.

1. **Clerk-Treasurer’s Office | Position (Paul Rhodes, Town Council President):**

Motion to add a Deputy Clerk position to the Clerk Treasurer’s Office:

MOTION/SECOND/VOTE: WEBSTER/CONLIN 4-aye, 1-nay by LAMASTER, motion approved.

1. **Consulting | Additional Appropriations | Discussion (Councilwoman Martina Webster):**

Motion to table

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

1. **GIS Annual Agreement | Software Interface with CitizenServe (Mike Beard, Building Commissioner):**

Motion to approve the GIS Annual Agreement in the amount of $2,500.00 to be paid out of CCI:

MOTION/SECOND/VOTE: WEBSTER/CONLIN 5-aye, 0-nay, motion approved.

1. **Asset Management Software | Discussion (Lori Kearney, Director of Public Works):**

Motion to table

MOTION/SECOND/VOTE: AMOS/WEBSTER 5-aye, 0-nay, motion approved.

1. **ORDINANCE NO. 2019 – OR – 015: An Ordinance Amending the 2019 Salary Ordinance: Sellersburg, Indiana.**

1st Reading MOTION/SECOND/VOTE: AMOS/WEBSTER 5-aye, 0-nay, motion approved.

2nd Reading MOTION/SECOND/VOTE: WEBSTER/AMOS 5-aye, 0-nay, motion approved.

**RECEIPT OF STAFF REPORTS:**

**Josh Hillman (Jacobi, Toombs, & Lanz)**

1. Monthly Status Report
2. Presents 2019 CCMG application preliminary cost estimate summary for Council approval:

MOTION/SECOND/VOTE: AMOS/WEBSTER 5-aye, 0-nay, motion approved.

1. Presents Contract and Work Order 2019-1(for no more than $5,000.00) for Hagerty Consulting LLC for approval:

MOTION/SECOND/VOTE: AMOS/WEBSTER 5-aye, 0-nay, motion approved.

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

**Brad J. Amos, District 3**

1. Thanks everyone for their help with the flooding issues.
2. 4th of July parade is at 2 p.m. and the American Legion is having chicken and pork chop dinners.
3. The Street Dance will be the 1st Saturday of October.

**Martina Webster, District 1**

1. Makes a motion to send Michelle Medcalf and Lori Kearney to the Leadership Summit:

MOTION/SECOND/VOTE: WEBSTER/AMOS 5-aye, 0-nay, motion approved.

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

1. Advises the budget workshop will be Monday, July 29th at 1:00 p.m.

**ADJOURN:**

MOTION/SECOND/VOTE: WEBSTER/AMOS 5-aye, 0-nay, motion approved.

TIME: 7:15 p.m.

Minutes approved this \_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, **2019**

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Paul J. Rhodes, President James H. LaMaster, Council Member

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Brad J. Amos, Vice President William J. Conlin, Council Member

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