

Town of Sellersburg
Town Council Meeting Minutes

DATE: JUNE 26, 2017

CALLED TO ORDER: President Paul J. Rhodes called the meeting to order at 6:00 p.m. at the Sellersburg Town Hall, 316 E. Utica Street, Sellersburg, Indiana.

ROLL CALL: President Paul J. Rhodes, Vice President Brad J. Amos, 2nd Vice President Martina P. Webster, Council Member James H. LaMaster, Council Member William J. Conlin, Town Council Attorney Jacob C. Elder and Clerk Treasurer Michelle D. Miller.

PRAYER: Bro. Randy Coultas

PLEDGE OF ALLEGIENCE: By all present

MOTION TO AMEND THE AGENDA:

Motion to amend the agenda to remove #5 under Ordinances and Resolutions, Resolution 2017-R-003:

Motion: Martina P. Webster Second: Brad J. Amos Vote: 5-aye, 0-nay, motion approved.

Motion to amend the agenda to remove #4 under New Business, Master Radio Read Control Box:

Motion: Paul J. Rhodes Second: Martina P. Webster Vote: 5-aye, 0-nay, motion approved.

MOTION TO ADOPT THE AGENDA AS AMENDED:

Motion: Martina P. Webster Second: James H. LaMaster Vote: 5-aye, 0-nay, motion approved.

APPROVAL OF MINUTES:

Motion to approve the minutes of the May 19, 2017 Memorandum, Emergency Meeting: Applegate Culvert, May 22, 2017 Regular Town Council Meeting, June 1, 2017 Executive Session, June 10, 2017 Special and Executive Session, June 15, 2017 Board of Public Works Employee Meeting, June 20, 2017 Special Meetings: Employee Matter and Shirley Ave. Project.

Motion: Martina P. Webster Second: William J. Conlin Vote: 5-aye, 0-nay, motion approved.

President Rhodes advises that he abstains from the June 15th and June 20th Meetings as he was not present.

APPROVAL OF ALLOWANCE CLAIMS:

Motion: Martina P. Webster Second: Brad J. Amos Vote: 5-aye, 0-nay, motion approved.

APPROVAL OF ALLOWANCE DOCKET:

Motion: James H. LaMaster Second: William J. Conlin Vote: 5-aye, 0-nay, motion approved.

COMMENTS FROM PUBLIC ON AGENDA ITEMS:

Vince Thacker, 2109 Silver Glade Trail: Would like for the Ordinance and Resolutions to be published along with the agenda so the public has a chance to see them before the meeting.

COMMENTS FROM PUBLIC ON AGENDA ITEMS (continued):

Dot Lynn: Lives at Equestrian Lakes and is requesting a speed hump and sidewalks for her neighborhood.

Bill Wessels, 4205 Lakeside: Addresses the Council reference drainage issues. President Paul J. Rhodes advises Mr. Wessels that the Town would look into it and see what can be done.

Bob & Debbie Hare, 4208 Lakeside Court: Advises that the lake is getting a lot of algae and asks what can be done about it. Vince Renker with the Lakeside Homeowners Association was present and advises that the Lakeside Homeowners Association doesn't have enough money to fix the algae problem.

ORDINANCES AND RESOLUTIONS:

Ordinance 2017-OR-018 An Ordinance Amending the 2017 Salary Ordinance removing Exhibit B:

1st Reading: Motion: Martina P. Webster Second: William J. Conlin Vote: 5-aye, 0-nay,
motion approved.

2nd Reading: Motion: Martina P. Webster Second: William J. Conlin Vote: 5-aye, 0-nay,
motion approved.

Clerk Treasurer Michelle D. Miller advises the Council that with Exhibit B being removed, she has no way of knowing where to pay those employees from or what percentages.

Town Attorney Jacob C. Elder recommend the Council make a motion to continue payments in Exhibit B until the next meeting:

Motion: Martina P. Webster Second: Brad J. Amos Vote: 5-aye, 0-nay, motion approved.

Ordinance 2017-OR-019 An Ordinance Authorizing the Executive Secretary to function as a purchasing agent for the Town Council of the Town of Sellersburg:

1st Reading: Motion: Martina P. Webster Second: James H. LaMaster Vote: 5-aye, 0-nay,
motion approved.

2nd Reading: Motion: Martina P. Webster Second: James H. LaMaster Vote: 5-aye, 0-nay,
motion approved.

Ordinance 2017-OR-020 An Ordinance Amending § 30.15 & 30.16 of the Town of Sellersburg Code of Ordinances:

1st Reading: Motion: Martina P. Webster Second: Brad J. Amos Vote: 5-aye, 0-nay, motion
approved.

2nd Reading: Motion: Martina P. Webster Second: James H. LaMaster Vote: 5-aye, 0-nay,
motion approved

Resolution 2017-R-002 A Resolution Authorizing the Transfer of Real Property in the Town of Sellersburg and Appointing Council President Rhodes as Agent for the Town of Sellersburg:

Motion: Brad J. Amos Second: William J. Conlin Vote: 5-aye, 0-nay, motion approved.

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UNFINISHED BUSINESS:

Shirley Avenue/Prather Lane Project: Public Works Director Kenneth J. Alexander introduces Jacobi, Toombs and Lanz. Jacobi, Toombs and Lanz presents the preliminary construction cost estimate for Prather Lane, construction only, in the amount of \$224,640.00.

Jorge Lanz with Jacobi, Toombs and Lanz advises that the Prather Lane Project has to be done before Shirley Avenue because the pipes on Prather will increase in size and in the second phase of the project, Shirley Avenue's pipes will be increased and will drain into the new larger pipes on Prather Lane. The total cost estimate for Prather Lane and Shirley Avenue is \$350,000.00.

Brittney Ferree:

Asks how long it will take after phase 1 is complete to begin phase 2. Jorge Lanz advises that, depending in the Community Crossings Grant, phase 2 could begin immediately after phase 1 or with phase 1.

Motion to proceed with the bidding process for the Shirley Avenue/Prather Lane Project:

Motion: Martina P. Webster Second: James H. LaMaster Vote: 5-aye, 0-nay, motion approved.

Lakeside Estates & Highway 31 Flooding:

Town Attorney Jacob C. Elder advises he has been working on this.

NEW BUSINESS:

Sewer Tap Request St. Joe Road (address not yet assigned): John and Sally Priddy are requesting this sewer tap.

Motion: Martina P. Webster Second: Brad J. Amos Vote: 5-aye, 0-nay, motion approved.

Patterson Agency, LLC, Land Acquisition Specialists, appraisal/acquisition offer of Parcel 86, 2906

Holman's Lane, Jeffersonville, Indiana 47130: Public Works Director Kenneth J. Alexander presents appraisal/acquisition to Council for review.

Subdivision Ordinance: \$1,500.00 for drawings/engineering service: Council Member Martina P. Webster requests up to \$, 1500.00 be approved for drawings/engineering services for updating the Subdivision Ordinance to be paid out of Building Commissioner Consulting:

Motion: Martina P. Webster Second: Brad J. Amos Vote: 5-aye, 0-nay, motion approved.

Master Radio Read Control Box: Removed from agenda.

Corner of South New Albany Street and East Utica Street, tree removal: Public Works Director Kenneth J. Alexander requests that the tree be removed as it's blocking the stop sign:

Motion: William J. Conlin Second: Brad J. Amos Vote: 5-aye, 0-nay, motion approved.

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Community Crossing Matching Grant Fund: Public Works Director Kenneth J. Alexander needs commitment letter from the Council for the Community Crossing Matching Grant Fund.
Brad J. Amos makes a motion to use \$250,000.00 from LIT for the Grant, then withdraws his motion.
Martina P. Webster makes a motion to commit \$335,000.00, \$245,000.00 from LIT Fund 257 and \$90,000.00 from CEDIT Fund 406, and for President Rhodes to sign the commitment letter:
Motion: Martina P. Webster Second: Brad J. Amos Vote: 5-aye, 0-nay, motion approved.

GENERAL COMMENTS FROM THE PUBLIC:

Brittney Ferree: Advises her questions have already been answered.
Matt Czarnecki: Advises that he spoke with State Representative Karen Engleman and she advised after speaking with INDOT the elevation of Highway 31 will not be raised.

STAFF REPORTS:

Public Works Director Kenneth J. Alexander: Advises the Council that due to a state mandate, a building needs to be built for phosphorus removal from the Waste Water Stream.

COMMENTS FROM TOWN COUNCIL:

Martina P. Webster makes a motion install a stop sign at Equestrian Drive:
Motion: Martina P. Webster Second: William J. Conlin Martina P. Webster withdraws motion due to the residents were not requesting a stop sign, they are requesting a speed hump.

Brad J. Amos makes the motion to install a speed hump on Karie Lane and Equestrian Drive:
Motion: Brad J. Amos Second: William J. Conlin Vote: 4-aye, 1-nay by Martina P. Webster, motion approved.
Town Attorney recommends that the Homeowners Association present a formal request to the Council.

Town Attorney Jacob C. Elder presents Uniform Conflict of Interest Disclosure Statement for John Cortie to be approved by the Council:
Motion: Martina P. Webster Second: William J. Conlin Vote: 5-aye, 0-nay, motion approved.

Motion made by Martina P. Webster to allow President to sign grant for sidewalks:
Motion: Martina P. Webster Second: James H. LaMaster Vote: 5-aye, 0-nay, motion approved.

Martina P. Webster advises that she and Building Commissioner Greg Dietz are working on drainage and runoff for new development.

Martina P. Webster advises that the website is in draft mode and gives the audience a demonstration of the new website after a few technical difficulties.

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Brad J. Amos announces the Parks and Recreation Boards Farmer's Market on July 5th from 4-8 p.m. at Wilkerson Park and that the American Legion will have fireworks at dark on 4th of July.

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COMMENTS FROM TOWN COUNCIL (continued):

William J. Conlin asks Dot Lynn if the swimming pool issue behind her has been resolved. Ms. Lynn advises that Mr. Dietz has never contacted her and hasn't returned her calls.

COMMENTS FROM CLERK TREASURER:

Clerk Treasurer Michelle D. Miller addresses the Council in reference to two \$100,000.00 invoices being submitted to her office for the same invoice. She advises that these types of mistakes are frequent from Public Works and would like the issues addressed.

Clerk Treasurer Michelle D. Miller addresses the Council in reference to the cell phone bills and usage. The public works cell phone bills have employees listed that no longer work here and there is data overage charges and if these overages are for personal use, those employees need to pay for the overages. Also, after reviewing the bill, one employee is using the cell phone during business hours and there is a land line available in her office at all times and Mrs. Miller doesn't see why it's the Taxpayer's responsibility to pay for an extra phone when one is already provided. Mrs. Miller advises the Council that State Board of Accounts has brought to her attention that the cell phones for the Town are out of control and a policy needs to be put into place as to who will receive cell phones. Mrs. Miller advises the Council that she has addressed them previously in April regarding this issue and nothing has been done. Mrs. Miller also requests a policy on work boots for Public Works employees.

ADJOURN:

Motion: Brad J. Amos Second: James H. LaMaster Vote: 5-aye, 0-nay, motion approved and meeting adjourned at 7:59 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

Attachments(s): Jacobi, Toombs and Lanz Cost Estimate, Priddy Sewer Tap, Community Crossing Letter

PRATHER CONSTRUCTION ONLY

PRELIMINARY CONSTRUCTION COST ESTIMATE

Jacobi, Toombs and Lanz, Inc.
Consulting Engineers 

JOB NO. 16170 SHEET 1 OF 1

PROJECT Shirley Avenue Drainage Improvements
Prather Construction Only

BY: J.G.D.

CHECKED: J.N.H.

DATE: June 20, 2017

DATE: June 20, 2017

ITEM	QUANTITY	UNIT	UNIT PRICE INSTALLED	TOTAL COST
Mobilization and Demobilization	1	LS	\$ 7,500.00	\$ 7,500.00
Clearing Right-of-Way	1	LS	\$ 5,000.00	\$ 5,000.00
Maintenance of Traffic	1	LS	\$ 5,000.00	\$ 5,000.00
Contractor's Construction Engineering	1	LS	\$ 7,500.00	\$ 7,500.00
Erosion Control	1	LS	\$ 5,000.00	\$ 5,000.00
36" Storm Sewer	320	LFT	\$ 120.00	\$ 38,400.00
30" Storm Sewer	270	LFT	\$ 100.00	\$ 27,000.00
Storm Sewer Inlet	10	EA	\$ 3,000.00	\$ 30,000.00
Linear Ditch Grading	180	LFT	\$ 10.00	\$ 1,800.00
Dewatering	1	LS	\$ 10,000.00	\$ 10,000.00
SUBTOTAL				\$ 137,200.00
Contingencies (20%)	1	LS	\$ 27,440.00	\$ 27,440.00
TOTAL ESTIMATED CONSTRUCTION COST				\$ 164,640.00
Engineering & Inspection	1	LS	\$ 60,000.00	\$ 60,000.00
TOTAL ESTIMATED PROJECT COST				\$ 224,640.00
USE				\$ 225,000.00

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ALTERNATE NO. 1

PRELIMINARY CONSTRUCTION COST ESTIMATE

Jacobi, Toombs and Lanz, Inc.
Consulting Engineers



JOB NO. 16170 SHEET 1 OF 3

PROJECT Shirley Avenue Drainage Improvements
Alternate No. 1 - Shirley to Prather

BY: J.G.D.

CHECKED: J.N.H.

DATE: June 15, 2017

DATE: June 15, 2017

ITEM	QUANTITY	UNIT	UNIT PRICE INSTALLED	TOTAL COST
Mobilization and Demobilization	1	LS	\$ 7,500.00	\$ 7,500.00
Clearing Right-of-Way	1	LS	\$ 5,000.00	\$ 5,000.00
Maintenance of Traffic	1	LS	\$ 5,000.00	\$ 5,000.00
Contractor's Construction Engineering	1	LS	\$ 7,500.00	\$ 7,500.00
Erosion Control	1	LS	\$ 5,000.00	\$ 5,000.00
36" Storm Sewer	320	LFT	\$ 120.00	\$ 38,400.00
30" Storm Sewer	680	LFT	\$ 100.00	\$ 68,000.00
18" Storm Sewer	40	LFT	\$ 75.00	\$ 3,000.00
Storm Sewer Inlet	15	EA	\$ 3,000.00	\$ 45,000.00
Linear Ditch Grading	180	LFT	\$ 10.00	\$ 1,800.00
Sanitary Sewer	400	LFT	\$ 60.00	\$ 24,000.00
Sanitary Lateral Reinstatement	6	EA	\$ 500.00	\$ 3,000.00
Dewatering	1	LS	\$ 10,000.00	\$ 10,000.00
SUBTOTAL				\$ 223,200.00
Contingencies (20%)	1	LS	\$ 44,640.00	\$ 44,640.00
TOTAL ESTIMATED CONSTRUCTION COST				\$ 267,840.00
Engineering & Inspection	1	LS	\$ 60,000.00	\$ 60,000.00
TOTAL ESTIMATED PROJECT COST				\$ 327,840.00
USE				\$ 330,000.00

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NO.	REVISION	DATE

S:\projects\16172 - Shirley Avenue Drainage\Drawings\16172 Project Alternates.dwg

PLOT DATE: 8/18/2017 @ 11:22AM

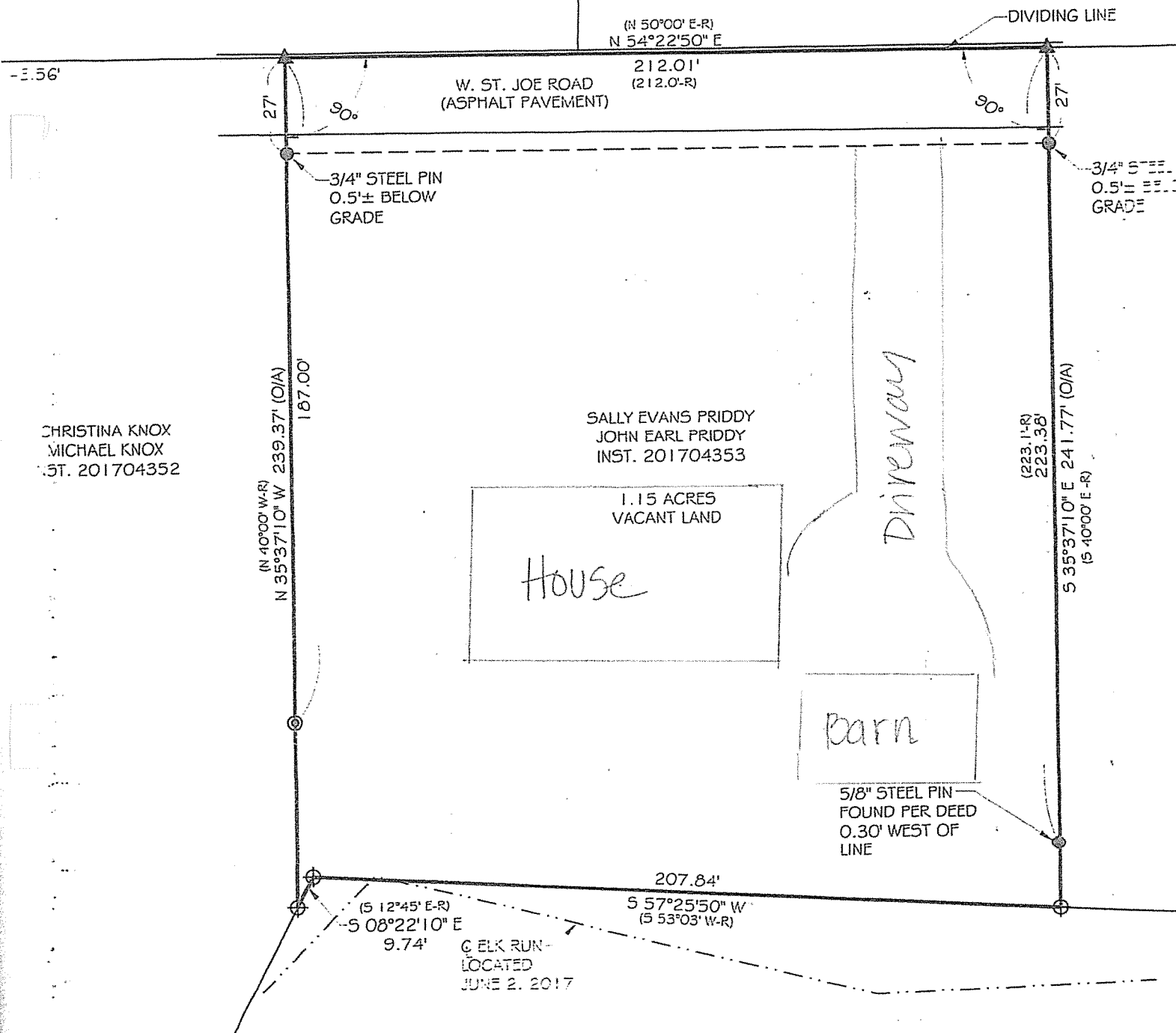
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<p>3</p> <p>SHEET 3 OF 3</p>	<p>SHIRLEY AVENUE DRAINAGE IMPROVEMENTS SELLERSBURG, INDIANA</p> <p>PROJECT ALTERNATES</p>	<p>TOWN OF SELLERSBURG 316 E UTICA STREET SELLERSBURG, INDIANA 47172 (812) 246-3021</p>	<p>Jacobi, Toombs & Lanz, Inc. Consulting Engineers & Land Surveyors 1829 E. Spring Street, Suite 201 - New Albany, Indiana 47150 812-948-9585 - WWW.JTLENG.COM</p>
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INST. 201321529



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Sewer Tap Request, St. Joe Road (address not assigned). Two (2) acres were split into two one (1) acre lots.
The address went with the other lot.

Sally Priddy
C: 502.262.0240 (best contact number)

Town of Sellersburg

316 EAST UTICA STREET
P.O. BOX 55
SELLERSBURG, INDIANA 47172
(812) 246-3821 FAX (812) 246-7090

7/1/2017

Kathy Eaton-McKailip
LPA Administrator
Indiana Department of Transportation
100 N. Senate Ave. IGCN 955
Indianapolis, IN 46204

Ms. Eaton-McKailip,

The Town of Sellersburg is applying for Community Crossings Matching Grant funding in the amount of \$1,000,000. This letter is to verify that the Town has set aside funds for the local match needed for the attached projects. The local match is dedicated from the Town of Sellersburg Fund #257, in the amount of two hundred forty-five thousand dollars (\$245,000), and ninety thousand (\$90,000) from Fund #406 or percentage (25%) of the total project cost. These funds are available and ready to be used on the project.

Thank you for your time and consideration in this matter.

Sincerely,


Paul Rhodes
Town Council President