

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

**DATE:** **March 26, 2018**

**CALL TO ORDER:**

Meeting called to order by President Paul J. Rhodes at 5:30 p.m.

**ROLL CALL OF MEMBERS:**

President Paul J. Rhodes, Vice President Brad J. Amos, 2<sup>nd</sup> Vice President Martina P. Webster, Member William J. Conlin, Member James H. LaMaster, Council Attorney Jacob C. Elder and Clerk Treasurer Michelle D. Miller.

**PRAYER:** President Paul J. Rhodes

**PLEDGE OF ALLEGIENCE:** All Present.

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

MOTION: WEBSTER                      SECOND: LAMASTER                      Webster rescinds her motion.

**MOTION TO AMEND THE AGENDA:**

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

Amendments:

Under New Business add #2 Sunset Hills Lift Station and move Housing Authority Board Appointments to #3

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

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

**APPROVAL OF MINUTES:**

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

March 12, 2018 Regular Meeting

March 14, 2018 Public Works Workshop

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

**APPROVAL OF ALLOWANCE CLAIMS:**

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

**APPROVAL OF ALLOWANCE DOCKET:**

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

**ORDINANCES AND RESOLUTIONS:**

Resolution 2018-R-001 Approving an Order of the Sellersburg Plan Commission

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

Resolution 2018-R-002 Redevelopment Tax Increment Revenue Bond

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

Executive Order 2018-01 An Order to Amend the Capital Improvement Plan of the Town of Sellersburg, Indiana  
Signed by President Paul J. Rhodes

**UNFINISHED BUSINESS:**

1. Comprehensive Plan Discussion (Jacob “Jake” Elder, Town Attorney)  
Attorney Elder advises that the Council advise the Planning Commission as to why the Comprehensive Plan was rejected. The Council advises that the wording for Cultural Goal number 4 needs to state “Obtain properties for use as new parks and cultural facilities or to enhance existing parks and cultural facilities”  
MOTION: WEBSTER      SECOND: AMOS      VOTE: 5-aye, 0-nay, motion approved  
Attorney Elder advises he will prepare a Resolution for the next meeting.
2. Butler Road Project Status Update (Jacob “Jake” Elder, Town Attorney)  
Webster makes a motion to move forward with paving, amended to confirm to begin after construction, Webster rescinds her motion.  
Motion to table:  
MOTION: WEBSTER      SECOND: AMOS      VOTE: 5-aye, 0-nay, motion approved.
3. Brandon Circle Project Status Update (Jacob “Jake” Elder, Town Attorney)  
Motion to approve work order 2018-2, Brandon Circle Survey, Design & Quote Package with Jacobi, Toombs and Lanz:  
MOTION: WEBSTER      SECOND: CONLIN      VOTE: 4-aye, 1-nay by AMOS, motion approved.  
Attorney Elder advises this can now be removed from the agenda.
4. Wastewater Plant Security System (William R. Whelan, Chief of Police)  
Chief Whelan presents quote for \$33,507.39 for the Security System for the Wastewater Plant for approval:  
MOTION: WEBSTER      SECOND: AMOS      VOTE: 5-aye, 0-nay, motion approved.  
Director Parmenter will determine what appropriations to use to cover this.
5. Hawthorne Glen Water Booster Project Status Update (Tim Parmenter, Director of Public Works)  
Director Parmenter advises this is still being worked on.
6. Phosphorus Building Status Update (Tim Parmenter, Director of Public Works)  
Director Parmenter advises that no bids were submitted and he is working on new specs to try to get a bid.
7. Paradise Avenue Project Status Update (Tim Parmenter, Director of Public Works)  
Director Parmenter advises there is no update at this time.
8. Repairs to the Huber Waste Screen | Huber Technology WW Solutions Quote (Tim Parmenter, Director of Public Works)  
Director Parmenter advises that the bid from Huber Technology is the best way to go and requests the quote from Huber Technology in the amount of \$49,459.30 be approved.  
MOTION: AMOS      SECOND: LAMASTER      VOTE: 5-aye, 0-nay, motion approved.
9. Lakeside & Sterling Oaks Resurfacing Project Status Updates (Tim Parmenter, Director of Public Works)  
Director Parmenter presents Work Order 2018-3 from Jacobi, Toombs and Lanz, 2018 Annual Paving Specification & On-Call Construction Engineering Support for Paving for approval:  
MOTION: CONLIN      SECOND: AMOS      VOTE: 5-aye, 0-nay, motion approved.

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10. 622 W. Utica Street Drainage/Flooding Concerns | L. Renn Property (Tim Parmenter, Director of Public Works)  
Director Parmenter advises that preliminary engineering studies are being done by Jacobi, Toombs and Lanz.
11. 622 W. Utica Street Flooding | L. Renn Property: Appraisals (Brad Amos, Town Council Vice President)  
Attorney Elder advises that appraisals have been ordered.

**NEW BUSINESS:**

1. Lift Station Related: Reported Damages/Issues | 3016 Allentown Road (Brad & Stefanie Walker, Home Owners)  
Mr. & Mrs. Walker advise the Council of damage and issues they are having with sewer.  
Amos makes a motion to approve having Director Parmenter having cameras run to see if problem can be found:  
MOTION: AMOS      SECOND: CONLIN      VOTE: 5-aye, 0-nay, motion approved.
2. Sunset Hills Lift Station: Motion to approve the Delta Services quote for the Cummins Generator in the amount of \$29,095.00 plus labor and material cost of \$24,541.07:  
MOTION: LAMASTER      SECOND: AMOS      VOTE: 5-aye, 0-nay, motion approved.

MEETING WAS RECESSED FROM 6:37 P.M. TO 6:45 P.M.

3. Housing Authority Board Appointments: Vice President Amos presents list of persons interested in being on the Housing Board: Russell Woods as the Resident Board Member and Nancy McDevitt, Trish Vogel, Matt Scott, Terry Langford and Glen "Kip" Wagoner as members.  
MOTION: WEBSTER      SECOND: CONLIN      VOTE: 5-aye, 0-nay, motion approved.

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

Matt Czarneci in reference to the flooding in Lakeside and State Road 31. He is requesting the Council contact State Representatives and State Legislatures and INDOT about raising 31.

**RECEIPT OF STAFF REPORTS:**

Josh Hillman (Jacobi, Toombs, & Lanz): Recommends a grinder pump for 3016 Allentown Rd. (#1 under new business). Presents Current Projects Status Report (attached).

J. Greg Dietz, Building Commission: Gives monthly report

William R. Whelan, Chief of Police: Advises he is getting an updated quote for the phone voice recorder for the billing office.

Jacob "Jake" Elder, Town Attorney: Presents Annual Certification of Elected Officials for Signatures.

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**ADJOURN:**

MOTION: AMOS

SECOND: WEBSTER

VOTE: 5-aye, 0-nay, motion approved and meeting adjourned at 7:08 p.m.

Approved this 23<sup>rd</sup> day of APRIL, 2018

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Paul J. Rhodes, President

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James H. LaMaster, Council Member

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Brad J. Amos, Vice President

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William J. Conlin, Council Member

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Martina P. Webster, 2<sup>nd</sup> Vice President

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Attest: Michelle D. Miller, Clerk Treasurer

Attachment(s):

Agenda

Jacobi, Toombs & Lanz Current Projects Status 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](http://www.sellersburgclerk.com)

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

**Agenda for  
March 26, 2018 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:**

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

March 12, 2018 Regular Meeting

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**APPROVAL OF ALLOWANCE CLAIMS:**

**APPROVAL OF ALLOWANCE DOCKET:**

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

**TOWN OF SELLERSBURG HOUSING AUTHORITY BOARD APPOINTMENTS**

**ORDINANCES AND RESOLUTIONS:**

Resolutions and Orders for Redevelopment Commission Bond Anticipation Note

**UNFINISHED BUSINESS:**

1. Comprehensive Plan Discussion (Jacob “Jake” Elder, Town Attorney)
2. Butler Road Project Status Update (Jacob “Jake” Elder, Town Attorney)
3. Brandon Circle Project Status Update (Jacob “Jake” Elder, Town Attorney)
4. Wastewater Plant Security System (William R. Whelan, Chief of Police)
5. Hawthorne Glen Water Booster Project Status Update (Tim Parmenter, Director of Public Works)
6. Phosphorus Building Status Update (Tim Parmenter, Director of Public Works)
7. Paradise Avenue Project Status Update (Tim Parmenter, Director of Public Works)
8. Repairs to the Huber Waste Screen | Huber Technology WW Solutions Quote (Tim Parmenter, Director of Public Works)
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10. 622 W. Utica Street Drainage/Flooding Concerns | L. Renn Property (Tim Parmenter, Director of Public Works)
11. 622 W. Utica Street Flooding | L. Renn Property: Appraisals (Brad Amos, Town Council Vice President)

**NEW BUSINESS:**

1. Lift Station Related: Reported Damages/Issues | 3016 Allentown Road (Brad & Stefanie Walker, Home Owners)

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

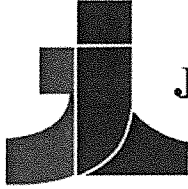
**RECEIPT OF STAFF REPORTS:**

Josh Hillman (Jacobi, Toombs, & Lanz)  
Tim Parmenter, Director of Public Works  
J. Greg Dietz, Building Commission  
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**

**March 26, 2018**

#### **Shirley Avenue & Prather Lane**

Contracts have been signed and waiting on response from INDOT.

Construction Admin/Observation Work Order submitted to Director for consideration.

#### **St. Joe Road East & Allentown Road Paving**

Contracts have been signed and waiting on response from INDOT.

Construction Admin/Observation Work Order submitted to Director for consideration. This Work Order is combined with the Shirley Avenue Work Order and anticipates that one on-site field representative would cover both projects.

#### **W. Utica Street Culvert Replacement**

Contractor finalizing work in preparation for paving within the next couple of weeks, weather permitting.

#### **Charlestown Road Water & Sewer Relocations**

RCI was awarded the contract for \$135,539.25. Coordinating construction schedule with the County project. The right-of-way documents have been received. A pre-construction/utility coordination meeting was held. The contractor is mobilizing for construction.

#### **Hill N' Dale & I-65 Water Line Relocation**

Water main is now active. Contractor is waiting for good weather to finish restoration of project area.

#### **Brandon Circle & Forrest Drive Connection**

JTL has submitted a Work Order to the Director for consideration.

#### **2018 Annual Paving Specification & On-Call Paving Support**

JTL has submitted a Work Order to the Director for consideration.

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*

**[www.jtleng.com](http://www.jtleng.com)**

### **Allentown Road Lift Station – Infiltration/Inflow**

Currently working with staff to identify potential I/I issues at this station. Smoke testing and TV inspection of the lines may be necessary to identify points where stormwater enters the system.

### **W. Utica Street & Cambridge Manor Drainage Review**

Met with staff on-site to review the drainage area. Working on identification of critical elevations in the drainage area.

### **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 has been submitted to the Director for consideration.