

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

Minutes for November 27, 2017

CALL TO ORDER AND ROLL CALL OF MEMBERS:

Meeting called to order at 6:00 p.m. by President Paul J. Rhodes

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

PRAYER: Deloris Snider, St. John Paul III

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO ADOPT THE AGENDA AS PRESENTED:

Motion: Webster Second: Conlin Vote: 5-aye, 0-nay, motion approved.

APPROVAL OF MINUTES:

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

October 23, 2107, October 30, 2017 Special Meeting, October 30, 2017 Executive Session, November 2, 2017 Workshop, November 13, 2017 Workshop:

Motion: Webster Second: LaMaster Vote: 5-aye, 0-nay, motion approved.

APPROVAL OF ALLOWANCE CLAIMS:

Motion: Webster Second: Amos Vote: 5-aye, 0-nay, motion approved.

APPROVAL OF ALLOWANCE DOCKET:

Motion: Amos Second: Webster Vote: 5-aye, 0-nay, motion approved.

ORDINANCES AND RESOLUTIONS:

1. **2017-OR-027**, 2nd Reading, Ordinance Approving the 2018 Salary Ordinance:
Motion: Webster Second: LaMaster Vote: 5-aye, 0-nay, motion approved.
2. **2017-OR-028**, 1st Reading, Ordinance Amending the Town of Sellersburg's Policy Regarding Longevity for Town Employees:
Motion: Webster Second: Amos Vote: 5-aye, 0-nay, motion approved.
Webster makes a motion to amend 2017-OR-028 to remove hired prior to January 1, 2018 in section 1(a) and (b):
Motion: Webster Second: LaMaster Vote: 5-aye, 0-nay, motion approved.
Amos makes a motion to amend 2017-OR-028 to change section 3 from 30 years to 20 years for Police Officers and 30 years for Civilian Employees:
Motion: Amos Second: Conlin Vote: 5-aye, 0-nay, motion approved.
Webster makes a motion to amend 2017-OR-028 section 2 to add "based on original hire date" at the end of the last sentence:
Motion: Webster Second: LaMaster Vote: 5-aye, 0-nay, motion approved.

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3. **2017-OR-033**, 1ST Reading, Establishing Certain Job Descriptions:
Motion: Webster Second: LaMaster Vote: 5-aye, 0-nay, motion approved.
2017-OR-033, 2nd Reading, Establishing Certain Job Descriptions:
Motion: Webster Second: LaMaster Vote: 5-aye, 0-nay, motion approved.

Public Hearing Regarding Proposed Subdivision Ordinance:

Webster makes a motion to recess the regular meeting and open the Public Hearing:

Motion: Webster Second: LaMaster Vote: 5-aye, 0-nay, motion approved.

Webster makes a motion to reconvene the regular meeting:

Motion: Webster Second: LaMaster Vote: 5-aye, 0-nay, motion approved.

4. **2017-OR-029** Ordinance Repealing and Replacing the Subdivision Ordinance of the Town of Sellersburg, Indiana:
1st Reading: Motion: Webster Second: Conlin Vote: 5-aye, 0-nay, motion approved.
2nd Reading: Motion: Webster Second: Amos Vote: 5-aye, 0-nay, motion approved.
5. **2017-OR-031** Ordinance rescinding Ordinance 2006-011 and Establishing Initial Monies for Billing Clerk Drawers:
1st Reading: Motion: Webster Second: LaMaster Vote: 5-aye, 0-nay, motion approved.
2nd Reading: Motion: Webster Second: Conlin Vote: 5-aye, 0-nay, motion approved.
6. **2017-OR-032** Ordinance Accepting Dedication of a certain Roadway and Easements within the Sellersburg Industrial Park:
Motion: LaMaster Second: Webster
Motion to table 2017-OR-032 until the December 18th meeting:
Motion: Webster Second: Amos Vote: 5-aye, 0-nay, motion approved.
7. 2017-R-005 A Resolution Approving Statement of Benefits for Real Property and Granting of a Tax Abatement:
Motion: Amos Second: LaMaster Vote: 4-aye, 1-nay, by Webster, motion approved.

UNFINISHED BUSINESS:

1. Garbage Truck Bids:
Motion to reject all bids and to re-bid with one bid per packet or bid will be rejected:
Motion: Webster Second: LaMaster Vote: 5-aye, 0-nay, motion approved.
2. Ordinance Violations Bureau-Town Attorney Elder advises to table until January.
3. Uniform Contract (UniFirst):
Motion: LaMaster Second: Webster Vote: 5-aye, 0-nay, motion approved.
4. Phosphorus Building Status Update: No update at this time
5. BMS Health Reimbursement Arrangement Contract Renewal:
Motion: Webster Second: LaMaster Vote: 5-aye, 0-nay, motion approved.
6. 2017 Community Crossings Grant Agreement was presented for President Rhodes signature.

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NEW BUSINESS:

1. Grass Cutting Lien, 306 Villa Drive, Sellersburg:
Building Commissioner Greg Dietz advises that the property was sold at a Sheriff's Sale prior to the lien being certified and requests the Council remove the \$431.51 lien:
Motion to remove lien: LaMaster Second: Amos Vote: 5-aye, 0-nay, motion approved.
2. Curry & Associates Professional Services Contract:
Motion: Webster Second: Amos Vote: 5-aye, 0-nay, motion approved.
3. Town Attorney Contract (no change):
Motion: Amos Second: Conlin Vote: 5-aye, 0-nay, motion approved.
4. Town Signage: Amos makes a motion to use \$2,500 of LIT Special Distribution to install Welcome to Sellersburg signs at 311/Cemetery, 311/403 split and 311/Lock up storage.
Motion: Amos Second: Conlin Vote: 2-aye, Amos and Conlin, 3-nay, Webster, LaMaster and Rhodes, motion not approved.
Chief Whelan advises that he and Assistant Chief Matt Adams will buy the signs personally and Amos amends his original motion to use \$1500 LIT Special money for the signage:
Motion: Amos Second: Conlin Vote: 5-aye, 0-nay, motion approved.
5. Property Purchase, 413 Oak Street:
Amos makes a motion to use \$50,000 of the LIT Special Distribution and \$21,063 from CEDIT to purchase the property for Parks and Recreation
Motion: Amos Second: Conlin
Roll Call Vote: Rhodes no, Amos yes, Conlin yes, LaMaster no, Webster no, motion fails.
6. Employee Handbook: Webster advises that Amy with HR Affiliates will email the handbook next week.

GENERAL COMMENTS FROM THE PUBLIC:

Vince Thacker, 4109 Silver Glade Trail compliments Lori Kearney, Assistant Public Works Director, on getting the trash picked up.

RECEIPT OF STAFF REPORTS:

Josh Hillman (Jacobi, Toombs, & Lanz):

Shirley Avenue/Prather Lane:

The first public advertisement for bidding is on November 28th with bids to be received and opened at the next Town Council Meeting on December 18th.

St. Joe Rd E and Allentown Rd. Paving:

Allterrain Paving was awarded the contract for \$98,450. The contractor has the material ready to begin construction. Contractor is waiting on the gas company to relocate a portion of gas main that is beneath the culvert. The gas company has identified a late December relocation at the earliest. Culvert construction to being concurrently with utility relocation and will close W. Utica Street for approximately 7-10 days. Request Council approval of Work Order 2017-1 to provide construction observation services for this project as well as Hill-n-Dale with one on-site representative:

Work Order 2017-1 approval: Motion: Amos Second: Webster Vote: 5-aye, 0-nay, motion approved.

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Josh Hillman (Jacobi, Toombs, & Lanz) continued:

Charlestown Road Water and Sewer Relocations:

RCI was awarded the contract for \$135,539.25. Coordinating construction schedule with the County project.

Hill-n-Dale & I-65 Water Line Relocation:

Infrastructure Solutions was awarded the contract. A pre-construction meeting was held with the contractor. The contractor is ready to begin work immediately following regulatory approval. Construction should begin shortly.

Request Council approval of Authorization for Temporary Entry Upon Private Property for Maple Manor:

Motion: Webster Second: LaMaster Vote: 5-aye, 0-nay, motion approved.

Butler Road:

The easement plat and description have been prepared and presented to the property owner for review.

J. Greg Dietz, Building Commission: Gives monthly report.

Jacob “Jake” Elder, Town Attorney:

Mr. Elder advises the Council that they will need to vote on 2018 meeting schedule at the December 18th meeting.

ADJOURN: Motion: Webster Second: LaMaster Time: 8:50 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

Attachment: Agenda

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

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**Agenda for
November 27, 2017 at 6:00 p.m.**

CALL TO ORDER AND ROLL CALL OF MEMBERS:

PRAYER: Father Tom Clegg

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:

October 23, 2017 Town Council Meeting
October 30, 2017 Special Meeting
October 30, 2017 Executive Session
November 2, 2017 Town Council Workshop
November 13, 2017 Town Council Workshop

APPROVAL OF ALLOWANCE CLAIMS:

APPROVAL OF ALLOWANCE DOCKET:

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

ORDINANCES AND RESOLUTIONS:

1. 2ND Reading of Ordinance 2017-OR-027 – 2018 Salary Ordinance
2. 1st Reading of Ordinance 2017-OR-028 – Ordinance Amending the Town of Sellersburg's Policy Regarding Longevity for Town Employees
3. 2017-OR-033 – Job Descriptions Ordinance

Public Hearing Regarding Proposed Subdivision Ordinance

4. 1st Reading of Ordinance 2017-OR-029 – Ordinance Repealing and Replacing the Subdivision Ordinance of Town of Sellersburg, Indiana
5. 1st Reading of Ordinance 2017-OR-031 – An Ordinance Rescinding Ordinance 2006-011 and Establishing Initial Monies for Billing Clerk Drawers
6. 1st Reading of Ordinance 2017-OR-32 – An Ordinance Accepting Dedication of 50' ROW Sellersburg Industrial Park
7. Resolution 2017-R-005 – A Resolution Approving Statement of Benefits for Real Property and Granting of a Tax Abatement

UNFINISHED BUSINESS:

1. Garbage Truck Bids
2. Ordinance Violations Bureau / Ordinance Violations Board
3. Uniform Contract (Assistant Public Works Director, Lori Kearney)
4. Phosphorus Building Status Update (Assistant Public Works Director, Lori Kearney)
5. BMS Health Reimbursement Arrangements (HRA) Renewal (Councilwoman, Martina Webster)
6. 2017 Community Crossings Contract (Josh Hillman of Jacobi, Toombs, & Lanz | Will be Presented During Staff Reports)

NEW BUSINESS:

1. Grass Cutting Lien 306 Villa Drive Sellersburg, IN – (J. Greg Dietz)
2. Curry & Associates, Inc. Professional Services Contract (Assistant Public Works Director, Lori Kearney)
3. Town Attorney Contract
4. Town Signage – Welcome to Sellersburg, SCHS Cheerleaders State Title (Town Council Vice-President, Brad Amos)
5. Property Purchase – 413 Oak Street (Town Council Vice-President, Brad Amos)
6. Employee Handbook (Councilwoman Martina Webster)

GENERAL COMMENTS FROM THE PUBLIC (limited to 15 minutes total)**RECEIPT OF STAFF REPORTS:**

Josh Hillman (Jacobi, Toombs, & Lanz)
Lori Kearney, Assistant Public Works Director
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: