

**TOWN OF SELLERSBURG
TOWN COUNCIL MEETING MINUTES**

DATE & TIME: January 14, 2019 at 5:30 p.m.

LOCATION: 316 E. UTICA STREET SELLERSBURG, INDIANA 47172

CALLED TO ORDER: By Vice-President Brad Amos

ROLL CALL OF MEMBERS:

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

PRAYER: Sellersburg United Methodist Church

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO AMEND THE AGENDA:

MOTION/SECOND/VOTE: WEBSTER/CONLIN/3-0, motion approved.
Amended to add Ordinance 2019-OR-002, 2019 Salary Ordinance Amendment

MOTION TO ADOPT THE AGENDA AS AMENDED:

MOTION/SECOND/VOTE: WEBSTER/CONLIN/3-0, motion approved.

APPROVAL OF MINUTES:

Approval of the December 17, 2018 minutes of the as submitted by the Clerk-Treasurer
MOTION/SECOND/VOTE: WEBSTER/CONLIN/3-0, motion approved.

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

Amy Jenkins refence Hawthorn Glen Water Booster Station (This was item #1 under Unfinished Business): Ms. Jenkins addresses the Council reference how long it will be before the booster station is completed. Mr. Curry advises it should be completed within the next three months.

Mr. & Mrs. Ernstberger of Plum Run address the Council in reference to issues they are having with water run off from the land behind Rite Aid. Josh Hillman with Jacobi, Toombs and Lanz addressed the issue.

ORGANIZATION OF THE TOWN OF SELLERSBURG COUNCIL APPOINTMENTS

Motion to table until next meeting:

MOTION/SECOND/VOTE: WEBSTER/CONLIN/3-0, motion approved.

TOWN OF SELLERSBURG BOARD APPOINTMENTS

1. **Sellersburg Metropolitan Police Commissioners**

Motion to table:

MOTION/SECOND/VOTE: WEBSTER/CONLIN/3-0, motion approved.

2. **Sellersburg Board of Zoning Appeals**

Motion to re-appoint Dennie Amos:

MOTION/SECOND/VOTE: WEBSTER/CONLIN/3-0, motion approved.

Motion to re-appoint Charles Popp as the Executive Appointment by Brad Amos (Acting President):

MOTION/SECOND/VOTE: WEBSTER/CONLIN/3-0, motion approved.

3. **Sellersburg Parks & Recreation Board**

Motion to table until the next meeting:

MOTION/SECOND/VOTE: WEBSTER/CONLIN/3-0, motion approved.

ORDINANCES AND RESOLUTIONS

1. **Ordinance No. 2019 – OR 001: An Ordinance Transferring Certain Funds**

1ST READING: MOTION/SECOND/VOTE: WEBSTER/CONLIN/3-0, motion approved.

2ND READING: MOTION/SECOND/VOTE: WEBSTER/CONLIN/3-0, motion approved.

2. **Ordinance No. 2019 – OR 002: An Ordinance Amending the 2019 Salary Ordinance**

1ST READING: MOTION/SECOND/VOTE: WEBSTER/CONLIN/3-0, motion approved.

2ND READING: MOTION/SECOND/VOTE: WEBSTER/CONLIN/3-0, motion approved.

NEW BUSINESS

1. **Sump Pump Drainage | 4306 Silver Glade Trail (Lori Kearney, Director of Public Works)**

Discussion only-No action taken

2. **Pressure Reducing Valve (PRV) (Lori Kearney, Director of Public Works)**

Motion to proceed with pressure reducing valve under emergency situation:

MOTION/SECOND/VOTE: WEBSTER/CONLIN/3-0, motion approved.

Number's 3, 4, 7, 8, 9 and 10 were combined under number 3.

3. **Work Order 2019-01 | General Wastewater On-Call Support (Lori Kearney, Director of Public Works)**

Motion to approve the following Work Order's:

2019-01 | 2019 Wastewater on-call services

2019-02 | 2019 General on-call services

2019-03 | 2019 Annual Paving Bid Package Services

2019-04 | 2019 IOCRA Grant Application Support

2019-05 | 2019 Sellersburg MS4 on-call services

2019-06 | 2019 Planning & Zoning on-call support services

MOTION/SECOND/VOTE: WEBSTER/CONLIN/3-0, motion approved.

4. **File Management Pros | Billing Office Console for Secure Shredding of Documents (Lori Kearney, Director of Public Works)**
Motion to approve upon review of Town Attorney:
MOTION/SECOND/VOTE: WEBSTER/CONLIN/3-0, motion approved.
5. **Water of Milan Lift Station (Lori Kearney, Director of Public Works)**
Motion to approve the Town taking over the lift station at 4409 Venice Way that is not subject to the Duke Energy easement.
MOTION/SECOND/VOTE: WEBSTER/CONLIN/3-0, motion approved.
6. **Community Crossing Matching Grant Agreements (Michelle Miller, Clerk Treasurer)**
Motion to approve the 2019 CCMG Agreements and authorizing Council President Paul Rhodes to sign the agreements outside of this meeting.
MOTION/SECOND/VOTE:
7. **River Hills Appointment (Brad Amos, Town Council Vice-President)**
Motion to appoint William "Bill" Conlin to the River Hills Board:
MOTION/SECOND/VOTE: WEBSTER/CONLIN/3-0, motion approved.
8. **2019 Town Council Meeting Dates (Paul Rhodes, Town Council President)**
2019 Town Council Meetings will be the second and fourth Monday's of each month with the exception of May, November and December which will be May 13th, November 25th and December 16th.
MOTION/SECOND/VOTE: WEBSTER/CONLIN/3-0, motion approved.

RECEIPT OF STAFF REPORTS

Joshua Hillman of Jacobi, Toombs, and Lanz

1. Monthly Projects Status Report

Lori Kearney, Director of Public Works

1. Well field #8 is being repaired
2. Federal employees are requesting extension to pay water bills, they will be referred to the Township Trustee for financial assistance.

William R. Whelan, Chief of Police

1. Requests the following vehicles be deemed surplus to be traded in at John Jones on new vehicles:
 - a. Tahoe 0062
 - b. Tahoe 9666
 - c. Taurus 2790

MOTION/SECOND/VOTE: CONLIN/WEBSTER/3-0, motion approved.

COMMENTS FROM COUNCIL MEMBERSHIP (Good of the order)

Brad J. Amos, District 3

Advises that the Parks & Recreation Board has a full calendar of events for 2019.

Martina Webster, District 1

Advises that the Eve farm is for sale, 123 acres, and traffic on Allentown will increase if a subdivision goes in there.

Sellersburg Town Council
Meeting Minutes
January 14, 2019


Michelle Miller, Clerk-Treasurer | Mainstreet Sellersburg

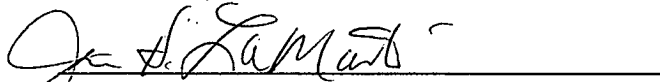
1. Advises the Council that at the next Council meeting she will be asking the Council to support the forming of a Mainstreet Sellersburg Board and will be asking for financial commitment to help clean up the Town.


ADJOURN:

MOTION/SECOND/VOTE: WEBSTER/CONLIN/3-0, motion approved. TIME: 6:50 P.M.

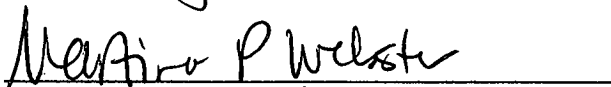
Minutes approved this 28 day of January, 2019


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):

Agenda
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

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

**Agenda for
January 14, 2019 at 5:30 p.m.**

CALL TO ORDER AND ROLL CALL OF MEMBERS:

PRAYER: Sellersburg United Methodist Church

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO AMEND/ADOPT THE AGENDA AS PRESENTED:

APPROVAL OF MINUTES:

Approval of the December 17, 2018 minutes of the as submitted by the Clerk-Treasurer

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

ORGANIZATION OF THE TOWN OF SELLERSBURG COUNCIL APPOINTMENTS

TOWN OF SELLERSBURG BOARD APPOINTMENTS

1. Sellersburg Metropolitan Police Commissioners
2. Sellersburg Board of Zoning Appeals
3. Sellersburg Parks & Recreation Board

ORDINANCES AND RESOLUTIONS:

1. Ordinance No. 2019 – OR 001: An Ordinance Transferring Certain Funds

UNFINISHED BUSINESS:

1. Hawthorne Glen Booster Station (Amy Jenkins, Resident)

NEW BUSINESS:

1. Sump Pump Drainage | 4306 Silver Glade Trail (Lori Kearney, Director of Public Works)
2. Pressure Reducing Valve (PRV) (Lori Kearney, Director of Public Works)
3. Work Order 2019-01 | General Wastewater On-Call Support (Lori Kearney, Director of Public Works)
4. Work Order 2019-2 | General Stormwater & Roads On-Call Support (Lori Kearney, Director of Public Works)
5. File Management Pros | Billing Office Console for Secure Shredding of Documents (Lori Kearney, Director of Public Works)
6. Water of Milan Lift Station (Lori Kearney, Director of Public Works)
7. Work Order 2019-03 | Annual Paving (Joshua "Josh" Hillman of Jacobi, Toombs, and Lanz)
8. Work Order 2019-04 | IOCRA Grant Planning Support (Joshua "Josh" Hillman of Jacobi, Toombs, and Lanz)
9. Work Order 2019-05 | MS4 On-Call Support (Joshua "Josh" Hillman of Jacobi, Toombs, and Lanz)
10. Work Order 2019-06 | Planning & Zoning On-Call Support (Joshua "Josh" Hillman of Jacobi, Toombs, and Lanz)

11. Community Crossing Matching Grant Agreements (Michelle Miller, Clerk Treasurer)
12. River Hills Appointment (Paul Rhodes, Town Council President)
13. 2019 Town Council Meeting Dates (Paul Rhodes, Town Council President)

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

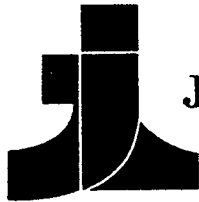
RECEIPT OF STAFF REPORTS:

Joshua "Josh" Hillman of Jacobi, Toombs, and Lanz
Lori Kearney, Director of Public Works
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

2019 Project Update

January 14, 2019

Community Crossing Funded Projects

2018 Community Crossing Grant Application

- *Final road assessment underway. Anticipate receiving bids by the second meeting in February.*

Shirley Avenue & Prather Lane

- *Work along Shirley Avenue continues. Contractor anticipates to work through the entire winter. Completion of project will be dependent on weather.*

Road Improvement Projects

Bringham Drive

- *Design continues. Anticipate receiving bids at the second meeting in February.*

2019 Annual Paving

- *JTL has submitted a Work Order for preparing an Annual Paving bid package (non-CCG funding) for consideration by the Council.*
- *Possible road projects might include Sterling Oaks (paving & speed humps) and Twinbrook (which was not selected by CCG).*

Utility Improvement Projects

Utility Master Plan

First phase of the Master Plan will heavily involve data collection of existing infrastructure (for GIS mapping).

- *Sanitary Manholes, Pump Stations & Air Release Valves*
- *Fire Hydrants, Water Valves & Meters*

JTL will work with Town representatives to identify valve and meter locations.

Public Outreach/Communication

- *Anticipate a public input meeting in late February or early March for the Stormwater Master Plan to receive input regarding known drainage issues.*

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

New Albany, IN • Clarksville, IN • Indianapolis, IN • Louisville, KY

www.jtleng.com

Allentown Road Lift Station – Infiltration/Inflow

Met w/Wastewater Staff on 4/12/18 to walk the sewer alignment and review the pumping station. Provided an email with observations and possible additional items to investigate to staff following the review. *TVI inspection identifies that the pipe is in fairly good condition. There are no additional efforts expected at this time.*

Perry Crossing Lift Station Corrosion/Rehabilitation

We are currently working off of the previous hourly Work Order for this task, but anticipate that we will need to request an amendment to that Work Order in the future due to the change in scope. *We are in the process of resolving property lines in this area to prepare easement documents and will be trying to meet with the golf course regarding property. Once we meet with the golf course, we will have a geotechnical exploration performed to confirm ground conditions. We will need to get a Work Order Amendment to allow us to finish this design as previously discussed during Council meetings. As part of the Master Plan efforts, we are focusing on data collection in this sewer service area first for confirmation of flows contributing to this station.*

Sunset Hills Pump Station and Valve Vault

Work Order 2018-7 approved on 10/8/18. Request Town authorization on TVI proposal from Robinson. *TVI inspection has identified a few points of steady infiltration and a significant grease build up in one of the lines entering this station. This issue will need to be addressed. JTL is working on preparing a plan for restoration of the valve vault at this station and will review the known pipe issues at that time.*

WWTP Compliance

Currently assisting WW Staff with preparation of a letter supporting phosphorous efforts. Letter submitted to Town Staff. Work Order 2018-8 was approved on 10/8/18 to assist with a chemical feed system at the Town's Wastewater Treatment Plant. Design is on-going.

Paradise/Helbig

Work Order 2018-9 was approved on 10/8/18 to review issues at this area and assist with recommendations. *JTL is working through the construction plan documents for the selected alternative and confirming utility locations.*

IOCRA Grant Planning Support

JTL is assisting Staff for potential IOCRA grants. RiverHills is communicating with IOCRA on a few specific grant options. *Town representatives and JTL met with River Hills last week to discuss going forward with a grant application. JTL has submitted a work order to assist the Town and River Hills with the grant application process.*

General Work Orders for 2019:

- *Wastewater Support On-Call*
- *General – Stormwater & Roads*
- *Planning & Zoning Support*
- *MS4 On-Call Support*

Town of Sellersburg
Town Council Executive Session
Meeting Minutes

DATE: January 28, 2019

CALLED TO ORDER:

President Paul J. Rhodes called the meeting to order at 4:36 p.m. at the Sellersburg Town Hall, 316 E. Utica Street, Sellersburg, Indiana.

ROLL CALL:


Present: Paul Rhodes, President
Present: Brad Amos, Vice President
Present: Martina Webster, 2nd Vice President
Present: William Conlin, Council Member
Present: James LaMaster, Council Member
Present: Jacob Elder, Town Attorney
Present: Michelle Miller, Clerk Treasurer
Present: Michelle D. Medcalf, Town Council Executive Secretary
Present: Lori Kearney, Public Works Director
Present: Amy Olds, HR Affiliates

TOPIC OF DISCUSSION:


Pursuant to I.C. 5-14-1.5-6.1(b)(6)(A), the Town Council of Sellersburg, Indiana conducted an Executive Session regarding personnel issues.

ADJOURN:

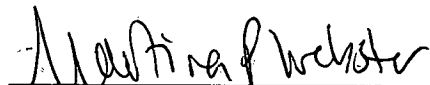
Motion/Second/Vote: WEBSTER/CONLIN/5-0, motion approved.
Time: 4:55 p.m.



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.

**TOWN OF SELLERSBURG
REGULAR TOWN COUNCIL MEETING MINUTES**

DATE: January 28, 2019 at 5:30 p.m.

LOCATION: 316 E. UTICA STREET SELLERSBURG, INDIANA 47172

CALL TO ORDER: Called to order by President Paul J. Rhodes

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: Pastor Joe Sanford of United Methodist Church

PLEDGE OF ALLEGIENCE: All Present.

THE TOWN OF SELLERSBURG COUNCIL APPOINTMENTS:

President, Paul Rhodes: MOTION/SECOND/VOTE : WEBSTER/CONLIN/5-0, motion approved.
Vice President, Brad Amos: MOTION/SECOND/VOTE : WEBSTER/LAMASTER/5-0, motion approved.
2nd.Vice President, Martina Webster: MOTION/SECOND/VOTE : AMOS/LAMASTER/5-0, motion approved.

Motion to keep liaisons the same as in 2018:

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

Liaisons :

Parks & Recreation Board-Brad Amos
Police Commissioners-James LaMaster
Planning Commission-Brad Amos and Martina Webster
Water-Martina Webster
Waste Water-Martina Webster
Streets & Sanitation-Brad Amos

MOTION TO ADOPT THE AGENDA AS PRESENTED:

MOTION/SECOND/VOTE: WEBSTER/AMOS/5-0, MOTION APPROVED.

APPROVAL OF MINUTES:

Approval of the January 14, 2019 minutes of the as submitted by the Clerk-Treasurer
MOTION/SECOND/VOTE: AMOS/CONLIN/5-0, MOTION APPROVED.

APPROVAL OF ALLOWANCE CLAIMS:

MOTION/SECOND/VOTE: WEBSTER/AMOS/5-0, MOTION APPROVED.

APPROVAL OF ALLOWANCE DOCKET:

MOTION/SECOND/VOTE: WEBSTER/LAMASTER/5-0, MOTION APPROVED.

RECOGNITION OF EAGLE SCOUTS:

1. Matthew Knokes | Troop 4010 | November 12, 2018
2. Sam LaMaster | Troop 4010 | November 12, 2018
3. Bailey D. Blanton | Troop 6 | October 4, 2018
4. Hunter Knox | Troop 7 (absent)
5. Drew Nelson | Troop 7

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

Kerry Kemmer, The Dragon's Den Coffee House and Café, 201 S. Indiana Avenue addresses the Council requesting assistance with the adjoining property blocking the view to his business. Council Vice-President will meet with Mr. Kemmer and the owner of the adjoining property and the business owner to see what can be worked out.

TOWN OF SELLERSBURG BOARD APPOINTMENTS

1. Sellersburg Parks and Recreation
Motion to appoint Megan Stouffer to the Parks and Recreation Board to replace Greg Ferree's position:
MOTION/SECOND/VOTE: AMOS/CONLIN/5-0.

ORDINANCES AND RESOLUTIONS

1. 2019-OR-003 | 2018 Salary Ordinance Amendment | Adding Compliance Team Member Position:
1st Reading: MOTION/SECOND/VOTE: LAMASTER/AMOS/4 ayes, 1 nay by WEBSTER.
2nd Reading: MOTION/SECOND/VOTE: Second Reading will be done at the next meeting.

AMOS advises that the School Board made their appointment to the Parks & Recreation Board and they appointed Adam Frederick.

PAY FOR THE INTERIM BUILDING COMMISSIONER

Motion made to keep the pay the same for the interim building commissioner until the salary ordinance can be amended at the next meeting.

MOTION/SECOND/VOTE: AMOS/LAMASTER/5-0, MOTION APPROVED.

NEW BUSINESS:

1. Health Insurance | Agent of Record | Joe Olson
Motion to appoint Joe Olson as Agent of Record:
MOTION/SECOND/VOTE: LAMASTER/CONLIN/3-2, MOTION APPROVED.
Roll call vote: LAMASTER: YEA, CONLIN: YEA, AMOS: YEA, RHODES: NAY, WEBSTER: NAY
2. Compliance Enforcement & Property Management | Job Description | Paul Rhodes, Town Council President
This was covered in Ordinance 2019-OR-003
3. Helbig Avenue and Paradise Avenue Emergency Repairs | Josh Hillman, Jacobi, Toombs & Lanz
Recommends to proceed with the Emergency Repairs
MOTION/SECOND/VOTE: AMOS/LAMASTER/5-0, MOTION APPROVED.
4. Property Owner's (Landlord's) Responsibility for Utility Bills | Lori Kearney, Director of Public Works
Town Attorney Elder will prepare Ordinance for next meeting.

5. Main Street Committee | OCRA Program | Michelle Miller, Clerk Treasurer
Michelle Miller, Clerk Treasurer, requests the Town Council's support for the forming of a Sellersburg Main Street Board:
MOTION/SECOND/VOTE: AMOS/WEBSTER/5-0, MOTION APPROVED.

RECEIPT OF STAFF REPORTS:

Josh Hillman (Jacobi, Toombs, & Lanz)

1. Presents Monthly Status Update Report

Lori Kearney, Director of Public Works

1. Presents change order ONE for Striegel in the amount of \$94,323.00 for the Hawthorn Glen Booster Station Project:
MOTION/SECOND/VOTE: AMOS/CONLIN/5-0, MOTION APPROVED.
2. Presents change order TWO for Striegel, for a pressure relief valve, in the amount of \$42,206.05 for the Hawthorn Glen Booster Station Project:
MOTION/SECOND/VOTE: AMOS/WEBSTER/5-0, MOTION APPROVED.

COMMENTS FROM COUNCIL MEMBERSHIP (Good of the order):

Brad J. Amos, District 3

Congratulates Chief Whelan on becoming the Vice President of the Indiana Chiefs of Police Association.
Thanks David Allen for helping to clean Allhands/Ehringer.
Advises that the Parks & Recreation Board is moving full steam ahead.

Michelle Miller, Clerk-Treasurer


1. Presents Bank Statement Adjustments, due to Billing Office errors, for Council approval, in the amount of \$1,822.15 (copy attached):
MOTION/SECOND/VOTE: WEBSTER/AMOS/5-0, MOTION APPROVED.
2. Presents Uniform Conflict of Interest Disclosure Statement for Brad Amos for Council approval:
MOTION/SECOND/VOTE: WEBSTER/CONLIN/5-0, MOTION APPROVED.
3. Old Outstanding Checks
Presents list of Old Outstanding Checks to be cancelled (check number 28941 Dated September 6, 2016 in the amount of \$1251.70 and check number 29048 Dated November 14, 2016 in the amount of \$233.31):
MOTION/SECOND/VOTE: WEBSTER/CONLIN/5-0, MOTION APPROVED.


ADJOURN:


MOTION/SECOND/VOTE: WEBSTER/AMOS/5-0, MOTION APPROVED.
TIME: 6:59 p.m.

Town of Sellersburg
Town Council Meeting Minutes
January 28, 2019


Minutes approved this 11 day of February, 2019

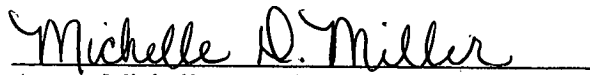

Paul J. Rhodes, President


James H. LaMaster, Council Member


Brad L. Amos, Vice President


William J. Conlin, Council Member


Martina P. Webster, 2nd Vice President


Attest: Michelle D. Miller, Clerk Treasurer

Attachment(s):

- Agenda
- Jacobi, Toombs & Lanz Current Projects Status Report

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

Agenda for
January 28, 2019 at 5:30 p.m.

CALL TO ORDER AND ROLL CALL OF MEMBERS:

PRAYER:

PLEDGE OF ALLEGIENCE: All Present.

THE TOWN OF SELLERSBURG COUNCIL APPOINTMENTS

MOTION TO AMEND/ADOPT THE AGENDA AS PRESENTED:

APPROVAL OF MINUTES:

Approval of the January 14, 2019 minutes of the as submitted by the Clerk-Treasurer

APPROVAL OF ALLOWANCE CLAIMS:

APPROVAL OF ALLOWANCE DOCKET:

RECOGNITION OF EAGLE SCOUTS:

1. Matthew Knokes | Troop 4010 | November 12, 2018
2. Sam LaMaster | Troop 4010 | November 12, 2018
3. Bailey D. Blanton | Troop 6 | October 4, 2018
4. Hunter Knox | Troop 7
5. Drew Nelson | Troop 7

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

TOWN OF SELLERSBURG BOARD APPOINTMENTS

1. Sellersburg Parks and Recreation

ORDINANCES AND RESOLUTIONS:

1. Salary Ordinance | Adding a New Position

UNFINISHED BUSINESS:

NEW BUSINESS:

1. Health Insurance | Agent of Record (Joe Olson)
2. Compliance Enforcement & Property Management | Job Description (Paul Rhodes, Town Council President)
3. Helbig Avenue and Paradise Avenue Emergency Repairs (Lori Kearney, Director of Public Works)
4. Property Owner's (Landlord's) Responsibility for Utility Bills (Lori Kearney, Director of Public Works)
5. Main Street Committee | OCRA Program (Michelle Miller, Clerk Treasurer)

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

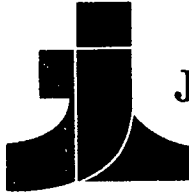
RECEIPT OF STAFF REPORTS:

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

2019 Project Update

January 28, 2019

Community Crossing Funded Projects

2018 Community Crossing Grant Application

- *Project is out for bids. Bids to be received at first meeting in February.*

Shirley Avenue & Prather Lane

- *Completion of project will be dependent on weather.*

Road Improvement Projects

Brigham Drive

- *Currently reviewing permit needs with Railroad & INDOT.*

2019 Annual Paving

- *JTL to meet with Town representatives to review road selection.*

Utility Improvement Projects

Utility Master Plan

- *Data Collection Underway*
- *Public Outreach/Communication - Anticipate a public input meeting in late February or early March for the Stormwater Master Plan to receive input regarding known drainage issues.*

Perry Crossing Lift Station Corrosion/Rehabilitation

We are in the process of resolving property lines in this area to prepare easement documents and will be trying to meet with the golf course regarding property. Once we meet with the golf course, we will have a geotechnical exploration performed to confirm ground conditions. We will need to get a Work Order Amendment to allow us to finish this design as previously discussed during Council meetings. Waiting on completion of data collection from the Master Plan in this area.

Sunset Hills Pump Station and Valve Vault

TVI inspection has identified a few points of steady infiltration and a significant grease build up in one of the lines entering this station. This issue will need to be addressed. JTL is working on preparing a plan for restoration of the valve vault at this station and will review the known pipe issues at that time. Working on construction plan.

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

New Albany, IN • Clarksville, IN • Indianapolis, IN • Louisville, KY

www.jtleng.com

WWTP Compliance

Currently assisting WW Staff with preparation of a letter supporting phosphorous efforts. Letter submitted to Town Staff. Work Order 2018-8 was approved on 10/8/18 to assist with a chemical feed system at the Town's Wastewater Treatment Plant. Design is on-going. *Currently waiting on electrical design to finalize this. Need to update IDEM on schedule and permit. Bid opening scheduled for March meeting with substantial completion in June.*

Paradise/Helbig

Work Order 2018-9 was approved on 10/8/18 to review issues at this area and assist with recommendations. *Bid Opening for selected alternative scheduled for May meeting with anticipated substantial completion in August. Current issue with railroad permit and easement from adjacent property owner.*

Current issue to resolve collapsed sewer main may need an emergency declaration from the Town and is separate from the selected alternative plan. Robinson should be on-site this week to TVI the sanitary sewer to confirm extent of issue. We should know more later this week.

IOCRA Grant Planning Support

Graphics have been prepared for River Hills to submit for an environmental review.

Wastewater On-Call Services

Currently assisting with preparation of a Sludge Hauling package.

General On-Call Services

Review of a drainage issue on St. Joe Road East as discussed with Staff.

Town of Sellersburg
Town Council Executive Session
Meeting Minutes

DATE: February 6, 2019

CALLED TO ORDER:

President Paul J. Rhodes called the meeting to order at 4:12 p.m. at the Sellersburg Town Hall, 316 E. Utica Street, Sellersburg, Indiana.

ROLL CALL:

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

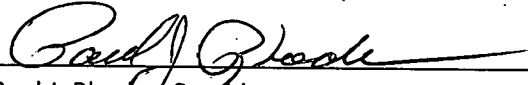
TOPIC OF DISCUSSION:

Pursuant to I.C. 5-14-1.5-6.1(b)(6)(A), the Town Council of Sellersburg, Indiana conducted an Executive Session regarding personnel management.

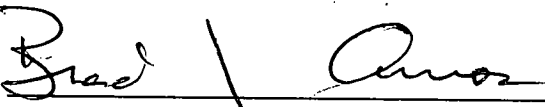
ADJOURN:

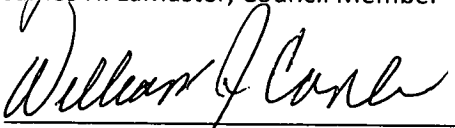
Motion/Second/Vote: AMOS/WEBSTER/5-0, motion approved.

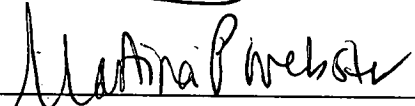
Time: 4:55 p.m.

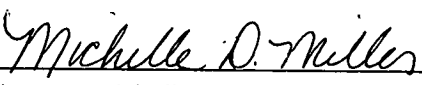

Paul J. Rhodes, President


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

**TOWN OF SELLERSBURG
TOWN COUNCIL MEETING MINUTES**

DATE & TIME: FEBRUARY 11, 2019, 5:30 P.M.

LOCATION: 316 E. UTICA STREET SELLERSBURG, INDIANA 47172

CALL TO ORDER: President Rhodes called the meeting to order at

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: President Paul Rhodes

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO AMEND THE AGENDA AS FOLLOWS:

Move #1 New Business to Comments from the Public on Agenda Items
MOTION/SECOND/VOTE: WEBSTER/CONLIN 5/0, motion approved.

MOTION TO ADOPT THE AGENDA AS AMENDED:

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

APPROVAL OF MINUTES:

Approval of minutes as submitted by the Clerk-Treasurer:
January 28th Regular Meeting
January 28th & February 6th Executive Sessions
MOTION/SECOND/VOTE: AMOS/WEBSTER 5/0, motion approved.

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

1. Covered Bridge Paving (Covered Bridge HOA Representatives)

Jim Koeppel, 12404 Hermitage Trail addresses Council in reference to the paving of Covered Bridge Road that he was promised would be paved by 2019 by Ken Alexander and Tim Parmenter. Requests to know if it will be paved by the end of 2019. Council President Paul Rhodes advises Mr. Koeppel that the Paving of Covered Bridge Road will be discussed later in the meeting by Jacob, Toombs and Lanz. Mr. Koeppel presents his notes to be recorded with the minutes.

ORDINANCES AND RESOLUTIONS:

Ordinance 2019-OR-003 | Amending the 2019 Salary Ordinance | 2nd Reading
MOTION/SECOND/VOTE: AMOS/CONLIN 4/1-nay by WEBSTER, motion approved.

TOWN OF SELLERSBURG
TOWN COUNCIL MEETING MINUTES
FEBRUARY 11, 2019

CCG PAVING | OPEN BIDS: (Joshua "Josh" Hillman (Jacobi, Toombs, and Lanz)

All Star Paving	\$804,478.02
E&B Paving	\$812,600.00
Flynn Brothers	\$771,713.15
Libs Paving	\$758,561.27
Louisville Paving	\$1,010,723.32
MAC Construction	\$742,027.45
Temple & Temple	\$884,918.15
Wingham Paving	\$709,636.45

Motion to take under advisement for Engineer's review and the contract will be awarded at the next meeting:
MOTION/SECOND/VOTE: WEBSTER/CONLIN 5/0, motion approved.

UNFINISHED BUSINESS:

1. **Helbig Emergency Repair Quotes: (Joshua "Josh" Hillman (Jacobi, Toombs, and Lanz)**

Motion to approve the lowest bid for Allterrain in the amount of \$27,056.12:
MOTION/SECOND/VOTE: WEBSTER/AMOS 5/0, motion approved.

2. **Dump Truck/Salt Spreader (Lori Kearney, Director of Public Works)**

Ms. Kearney requests permission to get quotes for a new dump truck/salt spreader. Council gives permission and advises Mr. Kearney to let them know how it will be funded.

3. **Water Service Revised Fee Discussion (Lori Kearney, Director of Public Works)**

Town Attorney Elder will draft an ordinance.

NEW BUSINESS:

2. **Sump Pump Drainage | Lakeside Subdivision (Matt Czarnecki, Resident)**

Mr. Czarnecki addresses the Council in reference to sump pump drainage issues he is having in front of his property.

The Council advises Town Attorney Elder to draft an ordinance to address Mr. Czarnecki's sump pump drainage issue.

3. **CitizenServe | Building Commission / Planning and Zoning Software (Mike Beard, Building Commission)**

Mr. Beard presents quote from CitizenServe in the amount of \$14,800.00 for the first year and \$3,600.00 for each additional year.

MOTION/SECOND/VOTE: AMOS/WEBSTER 5/0, motion approved and the \$14,800.00 will be paid out of Rainy Day and the \$3,600.00 for each additional year will be budgeted in the Building Commissioners budget.

4. **Job Descriptions | New and Revised (Lori Kearney, Director of Public Works)**

Ms. Kearney presents job description for the Compliance Coordinator/Property Manager for approval.
MOTION/SECOND/VOTE: AMOS/CONLIN 4/1-nay by Webster, motion approved.

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

Jim Koepfel addresses the Council in reference to the paving of Covered Bridge Road. President Rhodes advises that it is coming up next.

TOWN OF SELLERSBURG
TOWN COUNCIL MEETING MINUTES
FEBRUARY 11, 2019

RECEIPT OF STAFF REPORTS:

Joshua "Josh" Hillman (Jacobi, Toombs, and Lanz)

1. Monthly Projects Status Report
2. Presents 2019 Annual paving project in the amount of \$692,773.00 (copy attached)
Motion to bid out Covered Bridge Road only at this time:
MOTION/SECOND/VOTE: WEBSTER/AMOS 5/0, motion approved.
3. Council Requests Mr. Hillman to prepare a cost estimate on Allentown Road.

Lori Kearney, Director of Public Works

1. Presents Interlocal Agreement with the Clark County Indiana Board of Commissioners, for the purchase of salt, for approval:
MOTION/SECOND/VOTE: WEBSTER/LAMASTER 5/0, motion approved.

COMMENTS FROM COUNCIL MEMBERSHIP (Good of the order):

Brad J. Amos, District 3

Advises that he has received compliments on the Public Works employees who did the repairs in Speed and advises that the Parks & Recreation has a lot of great things going on this year.

Martina Webster, District 1

Advises that she would like to move money to the Rainy Day Fund. Town Attorney Elder will prepare an Ordinance.

Paul J. Rhodes, At-Large

Advises everyone to be in prayer about all this rain and the ones that will be affected by it.

ADJOURN:


MOTION/SECOND/VOTE/TIME: AMOS/WEBSTER 5/0, motion approved and meeting adjourned at 6:52 p.m.

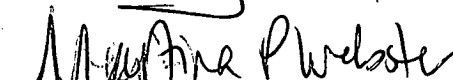
Minutes approved this 25th day of February, 2019


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

TOWN OF SELLERSBURG
TOWN COUNCIL MEETING MINUTES
FEBRUARY 11, 2019

Attachment(s):

Agenda

Notes from Covered Bridge Home Owners Association
Jacobi, Toombs & Lanz Current Projects Status Report
2019 Paving Project Preliminary Construction Cost Estimate Summary

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

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

**Agenda for
February 11, 2019 at 5:30 p.m.**

CALL TO ORDER AND ROLL CALL OF MEMBERS:

PRAYER: Hamburg Church of Christ

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO AMEND/ADOPT THE AGENDA AS PRESENTED:

APPROVAL OF MINUTES:

Approval of minutes as submitted by the Clerk-Treasurer:
January 28th Regular Meeting
January 28th & February 6th Executive Sessions

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

ORDINANCES AND RESOLUTIONS:

CCG PAVING | OPEN BIDS: (Joshua "Josh" Hillman (Jacobi, Toombs, and Lanz)

UNFINISHED BUSINESS:

1. Helbig Emergency Repair Quotes: (Joshua "Josh" Hillman (Jacobi, Toombs, and Lanz)
2. Dump Truck/Salt Spreader (Lori Kearney, Director of Public Works)
3. Water Service Revised Fee Discussion (Lori Kearney, Director of Public Works)

NEW BUSINESS:

1. Covered Bridge Paving (Covered Bridge HOA Representatives)
2. Sump Pump Drainage | Lakeside Subdivision (Matt Czarnecki, Resident)
3. CitizenServe | Building Commission / Planning and Zoning Software (Mike Beard, Building Commission)
4. Job Descriptions | New and Revised (Lori Kearney, Director of Public Works)

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

RECEIPT OF STAFF REPORTS:

Joshua "Josh" Hillman (Jacobi, Toombs, and Lanz)
Lori Kearney, Director of Public Works
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:

Sellersburg Town Council Meeting – February 11, 2019

CBHOA Talking Points

1. Since 2015, Covered Bridge has seen 3 of 4 sections of the community's roads repaired and repaved. The remaining section of road to be repaired and repaved is the section of Covered Bridge Rd. beginning near the Golf Course Club House, North West to the Cul-De-Sac or end of Covered Bridge Rd. Will that remaining section be repaired and repaved in 2019?
 - a. If Yes, confirm
 - b. If No, Continue with talking points

2. In the Spring of 2015, Ken Alexander (a representative of the Town of Sellersburg), met with the Covered Bridge HOA and several community residents during a regularly scheduled Board Meeting. Two issues were discussed: Community road resurfacing and flooding
 - a. Paving: Ken admitted that the roads were in need of repair and resurfacing and committed to a 4-year plan to address this need.
 - i. Ken stated that with a 4-year plan, the Town could best budget funds in 4 increments rather than doing the entire project in one year.
 - b. Flooding: Ken committed to researching the flooding issues at the entrance to the subdivision.

3. 4-year plan to resurface time line with commentary:
 - a. 2015: Hummingbird Way deemed in the more critical need for repair was resurfaced in the early Fall time frame
 - b. 2016: Covered Bridge Rd. was resurfaced and speed humps reinstalled. This included the area of Covered Bridge Rd. from the Entrance to the subdivision to an area North West (slightly past) the Golf Course Club House.
 - c. 2017: Advised that funding for further paving "was delayed", due to a change in the budgeting process and the availability of Community Crossing Grant monies. We were further advised that the delay was for 2017 only, and that paving according to the original 4-year plan would resume in 2018.
 - d. 2018: Met with Tim Parmenter to assure his understanding of the 4-year plan and the expected resumption of the paving project. Tim said he was unaware of the plan.
 - i. After several meetings with Tim, he committed to the resumption of paving. He advised that due to road conditions and funding availability, a decision was made to repave Bridge Way Court.
 - ii. Tim further advised that Covered Bridge Rd. would be next to repave based on the condition of the road.

4. Town's Commitment:
 - a. Ken Alexander: Representing the Town, committed to resurfacing the road over a 4 year period of time
 - b. Tim Parmenter: Representing the Town, acknowledged the condition of the remaining roads (Paser rating approaching 5 at the time) and the need to repave. He committed to the 2018 resurfacing of Bridgeway Ct. and committed to completing the paving of Covered Bridge Rd. in 2019

5. Traffic Volume:
 - a. Nearly 400 home currently, and will grow to 450+. Largest subdivision in Sellersburg

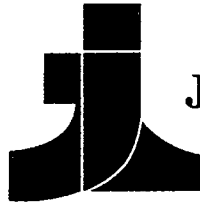
b. Vehicle traffic on CB roads is in excess of 1900 vehicles per day when considering residential traffic, Golf Club patrons, construction, local deliveries and more

6. Tax Base:

- a. Actual home owner tax records were researched for 2017 taxes paid in 2018
 - i. A complete listing of taxes paid was provided by the Clark County Auditors office
 - ii. Home owner tax records which should revenue to Sellersburg were randomly selected and researched
- b. Sellersburg received on average, 36% of the county taxes paid by each home owner
- c. In 2018, Sellersburg received approximately \$433, 840 in revenue from Covered Bridge alone
- d. Looking back from 2018 for 4 years, we estimate that Sellersburg has received over \$1.7M in taxes from Covered Bridge

7. Services for Taxes paid:

- a. Police protection and support - excellent
- b. Trash/Garbage pickup - good
- c. Snow removal - excellent
- d. Road Maintenance – poor
- e. Unresolved / Partially resolved issues
 - i. Completion of Road Paving
 1. Rapid deterioration
 - ii. Flooding concerns
 - iii. Maintenance of retention basins as a part of managing road runoff through catch basins (storm sewers)
 - iv. Maintenance of Street lights
 - v. Maintenance of signage



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

2019 Project Update

February 11, 2019

Community Crossing Funded Projects

2018 Community Crossing Grant Application

- *Opening bids tonight.*

Shirley Avenue & Prather Lane

- *Construction continues. Request approval for a contract amendment at the next meeting due to continuation of construction.*

Road Improvement Projects

Bringham Drive

- *Plans submitted to L&I Railroad. INDOT submittal to occur in the next week. A bond will likely be necessary to complete the INDOT permit.*

2019 Annual Paving

- *JTL has prepared a list of proposed projects for the Town to choose from if they should decide to go forward with additional paving this year.*

Utility Improvement Projects

Utility Master Plan

- *Data Collection Underway*
- *Sewer Service Area Evaluation*
- *March 11, 2019 at 4pm and 7pm (following meeting) Stormwater Public Information Meeting to be held for input on stormwater/flooding concerns.*

Perry Crossing Lift Station Corrosion/Rehabilitation

We will need to get a Work Order Amendment to allow us to finish this design as previously discussed during Council meetings. Waiting on completion of data collection from the Master Plan in this area. Plan to meet with the golf course this week.

Sunset Hills Pump Station and Valve Vault

TVI inspection has identified a few points of steady infiltration and a significant grease build up in one of the lines entering this station. This issue will need to be addressed. JTL is working on preparing a plan for restoration of the valve vault at this station and will review the known pipe issues at that time. *Working on construction plan.*

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WWTP Compliance

Currently assisting WW Staff with preparation of a letter supporting phosphorous efforts. Letter submitted to Town Staff. Work Order 2018-8 was approved on 10/8/18 to assist with a chemical feed system at the Town's Wastewater Treatment Plant. Design is on-going. *Working on update letter to IDEM regarding status.*

Paradise/Helbig

Work Order 2018-9 was approved on 10/8/18 to review issues at this area and assist with recommendations. Bid Opening for selected alternative scheduled for May meeting with anticipated substantial completion in August. *Current issue with railroad permit and easement from adjacent property owner.*

Received three quotes for emergency repair. AllTerrain is low quote at \$27,056.12

IOCRA Grant Planning Support

Graphics have been prepared for River Hills to submit for an environmental review.

Wastewater On-Call Services

Currently assisting with preparation of a Sludge Hauling package.

General On-Call Services

Review of a drainage issue on St. Joe Road East as discussed with Staff.

MS4 On-Call Services

Met with Staff on-site at the Oakley Development to review sediment and siltation issues.

Town of Sellersburg 2019 Paving Project

Preliminary Construction Cost Estimate Summary

Job #19003, 2/7/2019

<i>Street Section:</i>	<i>Total Estimate:</i>
Town Funded Streets	
Twinbrook Dr. (From New Berry Rd. to Town Limits) - Mill & Resurface	\$66,786.00
Sterling Oaks Dr. (Entire Street, Including Pin Oak Dr. and 4 Culs-de-Sac) - Mill & Resurface	\$296,960.00
Covered Bridge Rd. (From Winged Foot Drive to Cul-de-Sac) - Mill & Resurface	\$161,842.00
Triangle Dr. (From S. Indiana Ave. Shoulder to NE Side of Apartment Entrance) - Mill & Resurface	\$32,475.00
Popp Ave. West (From Edgewood Dr. to S. Indiana Ave. Shoulder) - Mill & Resurface	\$40,784.00
Penn Ave. (From E. Utica St. to South Side of Charcoal & More Parking Lot) - Mill & Resurface	\$64,768.00
Highland Ave. (From Prather St. to Allhands Ave.) - Mill & Resurface	\$29,158.00
Grand Total Preliminary Construction Cost Estimate	\$692,773.00

Town of Sellersburg
Town Council Executive Session
Meeting Minutes

DATE: February 20, 2019

CALLED TO ORDER:

President Paul J. Rhodes called the meeting to order at 4:02 p.m. at the Sellersburg Town Hall, 316 E. Utica Street, Sellersburg, Indiana.

ROLL CALL:

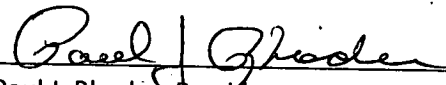
Present: Paul Rhodes, President
Present: Brad Amos, Vice President
Present: Martina Webster, 2nd Vice President
Present: William Conlin, Council Member
Present: James LaMaster, Council Member
Present: Jacob Elder, Town Attorney
Present: Michelle Miller, Clerk Treasurer
Present: Michelle D. Medcalf, Town Council Executive Secretary

TOPIC OF DISCUSSION:

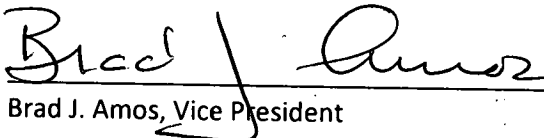
Pursuant to I.C. 5-14-1.5-6.1(b)(6)(A), the Town Council of Sellersburg, Indiana conducted an Executive Session regarding personnel management.

ADJOURN:

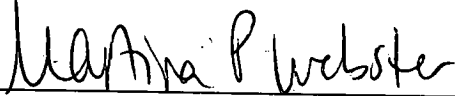
Motion/Second/Vote: AMOS/WEBSTER/5-0, motion approved.
Time: 4:25 p.m.

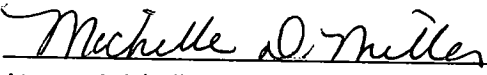

Paul J. Rhodes, President


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

**TOWN OF SELLERSBURG
REGULAR TOWN COUNCIL MEETING**

DATE AND TIME: February 25, 2019 at 5:30 p.m.

LOCATION: 316 E. UTICA STREET SELLERSBURG, INDIANA 47172

CALL TO ORDER:

Called to order at 5:30 p.m. by President Paul Rhodes.

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: Martina Webster

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO ADOPT THE AGENDA AS PRESENTED:

MOTION/SECOND/VOTE: LAMASTER/AMOS/5-0, MOTION APPROVED.

APPROVAL OF MINUTES:

February 11, 2019 Regular Meeting and February 20, 2019 Executive Session
MOTION/SECOND/VOTE: AMOS/LAMASTER/5-0, MOTION APPROVED.

APPROVAL OF ALLOWANCE CLAIMS:

MOTION/SECOND/VOTE: CONLIN/LAMASTER/5-0, MOTION APPROVED.

APPROVAL OF ALLOWANCE DOCKET:

MOTION/SECOND/VOTE: LAMASTER/CONLIN/5-0, MOTION APPROVED.

ORDINANCES AND RESOLUTIONS:

1. **ORDINANCE NO. 2019 – OR – 004: An Ordinance Ratifying the Declaration of an Emergency for the Repair of a Sewer Main at Helbig and Paradise Avenue:**

1st Reading: MOTION/SECOND/VOTE: WEBSTER/CONLIN/5-0, MOTION APPROVED.

2nd Reading: MOTION/SECOND/VOTE: WEBSTER/LAMASTER/5-0, MOTION APPROVED.

2. **ORDINANCE NO. 2019 – OR – 005: An Ordinance Transferring \$300,000 into the Rainy-Day Fund from the General Fund:**

1st Reading: MOTION/SECOND/VOTE: WEBSTER/LAMASTER/5-0, MOTION APPROVED.

2nd Reading: MOTION/SECOND/VOTE: WEBSTER/LAMASTER/5-0, MOTION APPROVED.

3. **ORDINANCE NO. 2019 – OR – 006: An Ordinance Authorizing and Approving the Entry into An Interlocal Agreement for the Joint use and Operation of the Jeffersonville-Clark County Animal Shelter:**

1st Reading: MOTION/SECOND/VOTE: WEBSTER/CONLIN/5-0, MOTION APPROVED.

2nd Reading: MOTION/SECOND/VOTE: WEBSTER/LAMASTER/5-0, MOTION APPROVED.

4. **ORDINANCE NO. 2010 – OR – 007: An Ordinance Authorizing and Ratifying the Entry into an Interlocal Agreement for the Purchase of Salt from the Board of Commissioners of Clark County, Indiana:**

1st Reading: MOTION/SECOND/VOTE: WEBSTER/CONLIN/5-0, MOTION APPROVED.

2nd Reading: MOTION/SECOND/VOTE: WEBSTER/LAMASTER/5-0, MOTION APPROVED.

UNFINISHED BUSINESS:

1. **2018 CCG Bid Award (Jacobi, Toombs, & Lanz):**

Motion to award bid to Wingham Paving in the amount of \$709,636.45 and approval for Rhodes to sign the contract outside of this meeting:

MOTION/SECOND/VOTE: WEBSTER/CONLIN/5-0, MOTION APPROVED.

2. **Job Descriptions | New and Revised (Lori Kearney, Director of Public Works):**

Motion to approved job descriptions for Billing Office Team Lead and Street and Sanitation Supervisor/IT Coordinator:

MOTION/SECOND/VOTE: AMOS/LAMASTER/5-0, MOTION APPROVED.

NEW BUSINESS:

1. **Robinson Professional Services On-Call Support (Lori Kearney, Director of Public Works):**

Motion to approve proposal 2019-055 no to exceed \$50,000, upon attorney review and permission for Rhodes to sign outside of this meeting:

MOTION/SECOND/VOTE: WEBSTER/LAMASTER/5-0, MOTION APPROVED.

2. **Sludge Hauling | Quotes (Jacobi, Toombs, & Lanz):**

3 Bids presented (see attached). Motion to accept bid from Ecotech, 10cys lines \$145, 10 cys unlines \$135, 20 cy lines \$145, 20 cy unlined \$135, upon Town Attorney Elder's review and JTL's review and permission for Rhodes to sign outside of this meeting:

MOTION/SECOND/VOTE: WEBSTER/AMOS/5-0, MOTION APPROVED.

3. **Sellersburg Housing Authority Plan of Dissolution (Jacob "Jake" Elder, Town Attorney):**

Town Attorney Elder will be working of the dissolution Ordinance for the Housing Authority. No other action taken at this time.

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

Matt Czarnecki of Lakeside Estates advises that he has contacted INDOT and paving on US31 will be done in 2022. He wanted to make the Council aware of this.

RECEIPT OF STAFF REPORTS:

Josh Hillman, Jacobi, Toombs, & Lanz

1. Presents an amendment for Work Order 2018-1, in the amount of \$45,000.00, for the Shirley/Prather CCMG Project due to ongoing issues with the project:
MOTION/SECOND/VOTE: WEBSTER/AMOS/5-0, motion approved.
2. Projects Status Update (copy attached)

Lori Kearney, Director of Public Works

1. Advises she posted current job openings on Indeed.com and has received several applications and that an offer has been made to one applicant today pending a background check.

COMMENTS FROM COUNCIL MEMBERSHIP (Good of the order):

Brad J. Amos, District 3:

1. Had a meeting with DNR reference the five year Parks & Recreation Master Plan.
2. Sellersburg First Baptist Church will be hosting the National Day of Prayer at Wilkerson Park at noon on May 2, 2019.
3. WWI Monument is being worked on and has been paid for by donor's.

Martina Webster, District 1:

1. Makes a motion to pay EBA \$1,000 for the work they have done on the Health Insurance due to the agent of record change and that it be paid for out of Town Council Miscellaneous.
MOTION/SECOND/VOTE: WEBSTER/AMOS/5-0, motion approved.

Michelle Miller, Clerk-Treasurer:

1. Advises that she has been working with Chase Bank on getting credit card payment processing set up for Parks & Recreation, the Police Department and the Building Commissioner.

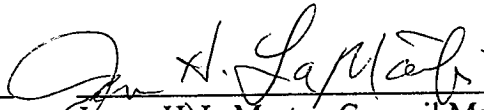
ADJOURN:

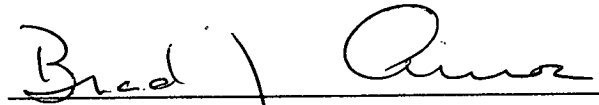
MOTION/SECOND/VOTE: WEBSTER/AMOS/5-0, MOTION APPROVED.

TIME: 6:25 P.M.

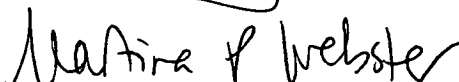
Minutes approved this 11 day of March, 2019



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

Town of Sellersburg
Town Council Meeting Minutes
February 25, 2019

Attachment(s):

Agenda

Jacobi, Toombs & Lanz Current Projects Status Report

Preliminary Construction Cost Estimate for Bringham Drive Reconstruction

Note: All approved contracts/agreements can be located in Gateway using the following link:

<https://gateway.ifonline.org/public/contract-search/>

Approved Minutes, Ordinances and Resolutions are located on the Clerk Treasurer's Website at www.sellersburgclerk.com

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

**Agenda for
February 25, 2019 at 5:30 p.m.**

CALL TO ORDER AND ROLL CALL OF MEMBERS:

PRAYER: Hamburg Church of Christ

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO AMEND/ADOPT THE AGENDA AS PRESENTED:

APPROVAL OF MINUTES:

Approval of the minutes of the as submitted by the Clerk-Treasurer:
February 11, 2019 Regular Meeting
February 20, 2019 Executive Session

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. ORDINANCE NO. 2019 – OR – 004: An Ordinance Ratifying the Declaration of an Emergency for the Repair of a Sewer Main at Helbig and Paradise Avenue.
2. ORDINANCE NO. 2019 – OR – 005: An Ordinance Transferring Funds into the Rainy-Day Fund.
3. ORDINANCE NO. 2019 – OR – 006: An Ordinance Authorizing and Approving the Entry into An Interlocal Agreement for the Joint use and Operation of the Jeffersonville-Clark County Animal Shelter.
4. ORDINANCE NO. 2010 – OR – 007: An Ordinance Authorizing and Ratifying the Entry into an Interlocal Agreement for the Purchase of Salt from the Board of Commissioners of Clark County, Indiana.

UNFINISHED BUSINESS:

1. 2018 CCG Bid Award (Jacobi, Toombs, & Lanz)
2. Job Descriptions | New and Revised (Lori Kearney, Director of Public Works)

NEW BUSINESS:

1. Robinson Professional Services On-Call Support (Lori Kearney, Director of Public Works)
2. Sludge Hauling | Quotes (Jacobi, Toombs, & Lanz)
3. Sellersburg Housing Authority Plan of Dissolution (Jacob “Jake” Elder, Town Attorney)

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

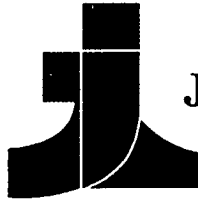
RECEIPT OF STAFF REPORTS:

Josh Hillman, Jacobi, Toombs, & Lanz
Lori Kearney, Director of Public Works
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

Town of Sellersburg Project Updates

February 25, 2019

Community Crossing Funded Projects

2018 Community Crossing Grant Application

- *Wingham Paving, Inc. was the low bidder. Request the Town to award the project to Wingham Paving, Inc., pending legal counsel review of the contract. Low bid amount = \$709,636.45.*

Shirley Avenue & Prather Lane

- *Construction continues. Request approval for a contract amendment in the amount of \$45,000 to allow for inspection to be provided during the remainder of the project.*

Road Improvement Projects

Bringham Drive

- *Plans submitted to L&I Railroad. INDOT submittal waiting on bond from Town, which may be pending decision on project budget.*

2019 Annual Paving

- *Per the previous meeting this month, JTL is preparing a bid package for paving Covered Bridge Road.*

Utility Improvement Projects

Utility Master Plan

- *Data Collection Underway. JTL to begin drawdown testing of pump stations in the coming weeks.*
- *Sewer Service Area Evaluation underway.*
- *March 11, 2019 at 4pm and 7pm (following meeting) Stormwater Public Information Meeting to be held for input on stormwater/flooding concerns.*
- *Meeting with Covered Bridge HOA to review drainage issues.*

Perry Crossing Lift Station Corrosion/Rehabilitation

We will need to get a Work Order Amendment to allow us to finish this design as previously discussed during Council meetings. Waiting on completion of data collection from the Master Plan in this area. Footprint of the pump station has been staked out for golf course approval. Plan for geotechnical work to begin shortly.

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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

TVI inspection has identified a few points of steady infiltration and a significant grease build up in one of the lines entering this station. This issue will need to be addressed. JTL is working on preparing a plan for restoration of the valve vault at this station and will review the known pipe issues at that time. *Need to review property issues with legal counsel.*

WWTP Compliance

Currently assisting WW Staff with preparation of a letter supporting phosphorous efforts. Letter submitted to Town Staff. Work Order 2018-8 was approved on 10/8/18 to assist with a chemical feed system at the Town's Wastewater Treatment Plant. Design is on-going. *Assisting with approximate location of improvements on-site.*

Paradise/Helbig

Work Order 2018-9 was approved on 10/8/18 to review issues at this area and assist with recommendations. Bid Opening for selected alternative scheduled for May meeting with anticipated substantial completion in August. *Current issue with railroad permit and easement from adjacent property owner.*

At the last meeting, AllTerrain was awarded the emergency quote repair of the gravity sewer. Work should be completed this week. Paving for this project will be completed as a part of the CCG paving project.

IOCRA Grant Planning Support

Graphics have been prepared for River Hills to submit for an environmental review.

Wastewater On-Call Services

Currently assisting with preparation of a Sludge Hauling package. *Assisting Town with On-Call TVI contract with Robinson.*

General On-Call Services

Review of a drainage issue on St. Joe Road East as discussed with Staff. *Assisting Town with Valve and Storm Sewer Replacement on New Albany Street before paving.*

MS4 On-Call Services

Meeting with Staff this week along with IDEM and Clark Co. Soil & Water Conservation District.

PRELIMINARY CONSTRUCTION COST ESTIMATE

Jacobi, Toombs and Lanz, Inc.
Consulting Engineers



JOB NO. 18181 SHEET 1 1

PROJECT: Bringham Drive Reconstruction

BY: JW

CHECKED: BMF

DATE: 2/12/2019

DATE: 2/13/2019

ITEM	QUANTITY	UNIT	UNIT PRICE INSTALLED	TOTAL COST	
1	Mobilization & Demobilization	1	LS	\$ 24,000.00	\$ 24,000.00
2	Clearing Right-of-Way	1	LS	\$ 8,000.00	\$ 8,000.00
3	Construction Engineering & Stakeout	1	LS	\$ 10,000.00	\$ 10,000.00
4	Maintenance of Traffic	1	LS	\$ 10,000.00	\$ 10,000.00
5	Erosion Control	1	LS	\$ 3,000.00	\$ 3,000.00
6	Common Excavation	1,600	CYS	\$ 25.00	\$ 40,000.00
7	Borrow	500	CYS	\$ 10.00	\$ 5,000.00
8	Subgrade Treatment, Type IC (Modified)	4,000	SYS	\$ 19.00	\$ 76,000.00
9	HMA Surface, Type B (165 LB/SY) (1.5 Inch)	325	TON	\$ 65.00	\$ 21,125.00
10	HMA Base, Type B (330 LB/SY) (3 Inch)	651	TON	\$ 55.00	\$ 35,805.00
11	Compacted Aggregate, No. 53, Base (8 inch)	1,755	TON	\$ 18.00	\$ 31,590.00
12	Driveway Apron, Concrete, PCCP, 6 Inch	1,238	SYS	\$ 75.00	\$ 92,850.00
13	Compacted Aggregate, No. 53, Base (6 inch)	550	TON	\$ 25.00	\$ 13,750.00
14	Concrete Paved Side Ditch, 3' Wide	730	LFT	\$ 125.00	\$ 91,250.00
15	Sodding, Nursery	1,015	SYS	\$ 3.25	\$ 3,298.75
16	Pipe, Storm Sewer, 12 Inch RCP	84	LFT	\$ 60.00	\$ 5,040.00
17	Pipe, Storm Sewer, 15 Inch RCP	294	LFT	\$ 60.00	\$ 17,640.00
18	Pipe, Storm Sewer, 18 Inch RCP	159	LFT	\$ 73.00	\$ 11,592.40
19	Pipe, Storm Sewer, 24 Inch RCP	242	LFT	\$ 70.00	\$ 16,940.00
20	Signage	1	LS	\$ 1,500.00	\$ 1,500.00
21	Pavement Striping, 4' Yellow, Solid, Thermoplastic	815	LFT	\$ 1.00	\$ 815.00
22	Pavement Striping, 24' White, Stop Bar, Solid, Thermoplastic	15	LFT	\$ 6.00	\$ 90.60
SUBTOTAL				\$	519,286.75
Contingencies (10%)		1	LS	\$ 51,929.00	\$ 51,929.00
TOTAL ESTIMATED CONSTRUCTION COST				\$	571,215.75
Inspection		1	LS	\$ 75,000.00	\$ 75,000.00
TOTAL ESTIMATED PROJECT COST				\$	646,215.75
USE				\$	646,000.00

Town of Sellersburg
Town Council Executive Session
Meeting Minutes

DATE: March 4, 2019

CALLED TO ORDER:

President Paul J. Rhodes called the meeting to order at 4:00 p.m. at the Sellersburg Town Hall, 316 E. Utica Street, Sellersburg, Indiana.

ROLL CALL:


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

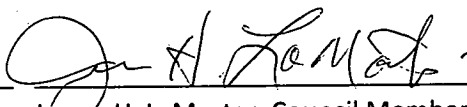
TOPIC OF DISCUSSION:


Pursuant to I.C. 5-14-1.5-6.1(b)(6)(A), the Town Council of Sellersburg, Indiana conducted an Executive Session regarding personnel management.

ADJOURN:

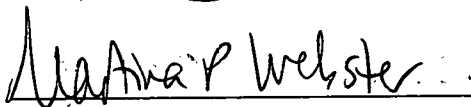
Motion/Second/Vote: AMOS/WEBSTER/3-0, motion approved.
Time: 4:33 p.m.


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

**TOWN OF SELLERSBURG
REGULAR TOWN COUNCIL MEETING**

DATE/TIME: March 11, 2019, 5:30 p.m.

LOCATION: 316 E. UTICA STREET SELLERSBURG, INDIANA 47172

CALL TO ORDER: President Paul J. 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: Robin M. Jones, Chief Deputy Clerk Treasurer

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO ADOPT THE AGENDA AS PRESENTED:

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

APPROVAL OF MINUTES AS SUBMITTED BY THE CLERK TREASURER:

1. February 25, 2019 Town Council Meeting
2. March 4, 2019 Executive Session

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

ORDINANCES AND RESOLUTIONS:

1. ORDINANCE NO. 2019 – OR – 008 An Ordinance Disposing of Supplies Surplus Personal Property
1st Reading: CONLIN/WEBSTER/5-0, motion approved.
2nd Reading: LAMASTER/CONLIN/5-0, motion approved.

UNFINISHED BUSINESS:

1. Bringham Drive Paving (Mark Wenning, Tyler Rose Properties, LLC)
Mr. Chuck Hedrick addresses the Council in reference to Bringham Drive is falling apart and needs repaired. Mr. Hedrick is advised that Jacobi, Toombs & Lanz is working on this issue.

NEW BUSINESS:

1. Town Liability Insurance | Steve Yount, Steve Yount Insurance:
Mr. Yount asks the Council if they would like to get quotes on the liability insurance as this is very time consuming. The Council Members all agree that they would like to get quotes.
2. 8910 County Line Road | Request to for Sewer Clarksville Connection (Lori Kearney, Director of Public Works:
Director Kearney requests a release from the Council and the Council requests a cost estimate from Jacobi, Toombs & Lanz before granting a release.

RECEIPT OF STAFF REPORTS:

Josh Hillman, Jacobi, Toombs, and Lanz

1. Request notice to proceed be issued once CCMG Funds are received by the Clerk Treasurer, Council advises they are okay with that. Clerk Treasurer Miller will notify the Council and Jacobi, Toombs and Lanz when fund are received.
2. Requests approval of Hydromax contract, not to exceed \$40,000.00, pending legal review and permission for President Rhodes to sign outside of this meeting:
MOTION/SECOND/VOTE: WEBSTER/AMOS/5-0, motion approved.
3. Monthly Status Report

Lori Kearney, Director of Public Works

1. Advises Hawthorn Glen Booster Station will go online Monday, weather permitting.

William R. Whelan, Chief of Police

1. Requests fund for the purchase of new body armor in the amount of \$15,819.86. Clerk Treasurer Miller advises that the CCI Fund can be used to purchase the body armor.
MOTION/SECOND/VOTE: AMOS/CONLIN/5-0, motion approved to pay out of CCI.

COMMENTS FROM COUNCIL MEMBERSHIP (Good of the order):

William Conlin, District 4

Thanks George Bowles and Congratulates Silver Creek Dragons on their Regional win.

Brad J. Amos, District 3

Advises that on Wednesday he will be going with the new Parks and Recreation Director to meet with DNR.

Michelle Miller, Clerk-Treasurer

Requests a financial commitment of up to \$100,000.00 for Mainstreet from the CEDIT fund. Motion made to commit \$25,000.00 to Mainstreet.

MOTION/SECOND/VOTE: AMOS/CONLIN/3-aye's by Amos, Conlin and Rhodes, 2-nays by LaMaster and Webster, motion approved.

Motion to cancel the March 25, 2019 Town Council meeting due to several members being out of town for Spring Break:

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

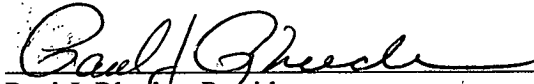
Motion to give Jacobi, Toombs and Lanz permission to open bids on March 25, 2019:

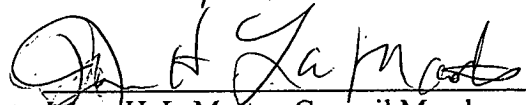
MOTION/SECOND/VOTE: WEBSTER/AMOS/5-0, motion approved.

ADJOURN:


MOTION/SECOND/VOTE: AMOS/LAMASTER/5-0, motion approved and meeting adjourned at 6:22 p.m.

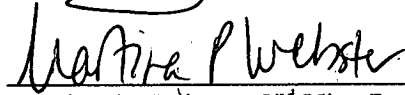
Minutes approved this 8th day of April, 2019

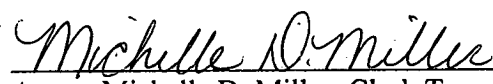

Paul J. Rhodes, President


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):

- Agenda
- Jacobi, Toombs & Lanz Current Projects Status Report

Note: All approved contracts/agreements can be located in Gateway using the following link:
<https://gateway.ifonline.org/public/contract-search/>

Approved Minutes, Ordinances and Resolutions are located on the Clerk Treasurer's Website at
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**TOWN OF SELLERSBURG
REGULAR TOWN COUNCIL MEETING
316 E. UTICA STREET SELLERSBURG, INDIANA 47172**

**Agenda for
March 11, 2019 at 5:30 p.m.**

CALL TO ORDER AND ROLL CALL OF MEMBERS:

PRAYER: Restoration Christian Church

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:

1. February 25, 2019 Town Council Meeting
2. March 4, 2019 Executive Session

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

ORDINANCES AND RESOLUTIONS:

1. ORDINANCE NO. 2019 – OR – 008 An Ordinance Disposing of Supplies Surplus Personal Property

UNFINISHED BUSINESS:

1. Bringham Drive Paving (Mark Wenning, Tyler Rose Properties, LLC)

NEW BUSINESS:

1. Town Liability Insurance | Steve Yount, Steve Yount Insurance
2. 8910 County Line Road | Request to for Sewer Clarksville Connection (Lori Kearney, Director of Public Works)

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

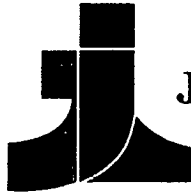
RECEIPT OF STAFF REPORTS:

Josh Hillman, Jacobi, Toombs, and Lanz
Lori Kearney, Director of Public Works
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

Town of Sellersburg Project Updates

March 11, 2019

Community Crossing Funded Projects

2018 Community Crossing Grant Application

- *Contracts to be submitted to INDOT this week.*

Shirley Avenue & Prather Lane

- *Construction continues. Waiting on minor gas service line relocations in Shirley.*

Road Improvement Projects

Bringham Drive

- *Plans submitted to L&I Railroad. INDOT submittal waiting on bond from Town, which may be pending decision on project budget. As requested, we investigated utilization of a concrete road. This would increase the costs by approximately \$150k. Working on plan revisions to reduce costs.*

2019 Annual Paving

- *The Covered Bridge Bid Package is currently out for bids. Bids will be received and opened at the next Council Meeting.*

Utility Improvement Projects

Utility Master Plan

- *Data Collection continues. Draw down testing to begin soon.*
- *Sewer Service Area Evaluation underway.*
- *Stormwater Public Information meeting tonight.*
- *Request Council authorization to enter into a contract with Hydromax USA for flow monitoring costs not to exceed \$40,000.*

Perry Crossing Lift Station Corrosion/Rehabilitation

We will need to get a Work Order Amendment to allow us to finish this design as previously discussed during Council meetings. Waiting on completion of data collection from the Master Plan in this area. Footprint of the pump station has been staked out for golf course approval. Plan for geotechnical work to begin shortly.

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Sunset Hills Pump Station and Valve Vault

TVI inspection has identified a few points of steady infiltration and a significant grease build up in one of the lines entering this station. This issue will need to be addressed. JTL is working on preparing a plan for restoration of the valve vault at this station and will review the known pipe issues at that time. *Currently finalizing a construction plan and preparing easement information.*

WWTP Compliance

Currently assisting WW Staff with preparation of a letter supporting phosphorous efforts. Letter submitted to Town Staff. Work Order 2018-8 was approved on 10/8/18 to assist with a chemical feed system at the Town's Wastewater Treatment Plant. Design is on-going. *WWTP Phosphorous Removal bid package is out for bids. Bids to be received at the next Town Council Meeting, March 25.*

Paradise/Helbig

Work Order 2018-9 was approved on 10/8/18 to review issues at this area and assist with recommendations. Bid Opening for selected alternative scheduled for May meeting with anticipated substantial completion in August. *Currently waiting on railroad permit and easement from adjacent property owner.*

Emergency sewer repair complete. Road restoration to be performed with CCG paving.

IOCRA Grant Planning Support

Meeting with IOCRA and RiverHills next week.

Wastewater On-Call Services

Assisting Town with On-Call TVI contract with Robinson.

Quote Package for transducer/controls replacement to be finalized by Friday of this week.

General On-Call Services

Review of a drainage issue on St. Joe Road East as discussed with Staff. Assisting Town with Valve and Storm Sewer Replacement on New Albany Street before paving.

MS4 On-Call Services

Facilitated meeting with Staff and IDEM/CC SWCD for MS4 support.

Town of Sellersburg
Town Council Executive Session
Meeting Minutes

DATE: April 1, 2019

CALLED TO ORDER:

President Paul J. Rhodes called the meeting to order at 3:07 p.m. at the Sellersburg Town Hall, 316 E. Utica Street, Sellersburg, Indiana.

ROLL CALL:

Present: Paul Rhodes, President
Present: Brad Amos, Vice President
Absent: Martina Webster, 2nd Vice President
Present: William Conlin, Council Member
Absent: James LaMaster, Council Member
Present: Jacob Elder, Town Attorney
Present: Michelle Miller, Clerk Treasurer
Present: Michelle D. Medcalf, Town Council Executive Secretary
Present: Lori Kearney, Public Works Director

TOPIC OF DISCUSSION:

Pursuant to I.C. 5-14-1.5-6.1(b)(6)(A), the Town Council of Sellersburg, Indiana conducted an Executive Session regarding personnel management.

ADJOURN:

Motion/Second/Vote: Conlin/Amos/3-0, motion approved.

Time: 3:55 p.m.




Paul J. Rhodes, President

Absent

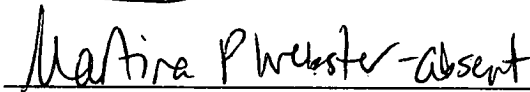
James H. LaMaster, Council Member



Brad J. Amos, Vice President



William J. Conlin, Council Member



Martina P. Webster, 2nd Vice President



Attest: Michelle D. Miller, Clerk Treasurer

TOWN OF SELLERSBURG TOWN COUNCIL MEETING MINUTES

DATE/TIME: APRIL 8, 2019, 5:30 P.M.

LOCATION: 316 E. UTICA STREET SELLERSBURG, INDIANA 47172

CALL TO ORDER: President Paul J. 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: Katie Thompson of St. John Paul II

PLEDGE OF ALLEGIANCE: All Present.

MOTION TO ADOPT THE AGENDA AS PRESENTED:

MOTION/SECOND/VOTE: WEBSTER/CONLIN/5-0, MOTION APPROVED.

APPROVAL OF MINUTES:

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

March 11th Regular Meeting

April 1st Executive Session

MOTION/SECOND/VOTE: LAMASTER/CONLIN, 5-0 MOTION APPROVED.

ALLOWANCE CLAIMS AND ALLOWANCE DOCKET:

MOTION/SECOND/VOTE: AMOS/LAMASTER, 5-0 MOTION APPROVED.

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

1. Kerry Kemmer, Dragon's Den reference visibility issues with Masonry additions.
2. Mike Payne, Masonry Additions reference he has tried to work with Mr. Kemmer and presented pictures to the Council of Mr. Kemmer blocking the view to Dragon's Den himself and parking his RV in front of Dragon's Den blocking the view.
Council President Rhodes advised the two to work the issue out.
3. Leslie Walker, 705 W Utica reference needing rip rap in the creek behind her house. Public Works Director Lori Kearney advises this is already on her list.

ORDINANCES AND RESOLUTIONS:

1. **ORDINANCE NO. 2019 – OR – 009: An Ordinance Amending Chapter 52 (Water) of the Town of Sellersburg’s Codification of Ordinances.**
1ST Reading: Motion/Second/Vote: CONLIN/AMOS, 5/0, MOTION APPROVED.
2nd Reading: Motion/Second/Vote: WEBSTER/LAMASTER, 5/0, MOTION APPROVED.
2. **ORDINANCE NO. 2019 – OR – 010: An Ordinance Enacting and Adopting a Supplement to the Code of Ordinances for the Town of Sellersburg, Indiana and Declaring an Emergency.**
1ST Reading: Motion/Second/Vote: WEBSTER/AMOS, 5/0, MOTION APPROVED.
2nd Reading: Motion/Second/Vote: WEBSTER/AMOS, 5/0, MOTION APPROVED.
3. **ORDINANCE NO. 2019 – R – 001: A Preliminary Resolution Notifying the General Public of the Intent of the Town Council of Sellersburg, Indiana to Dissolve the Sellersburg Housing Authority.**
Motion/Second/Vote: AMOS/CONLIN, 5/0, MOTION APPROVED.

UNFINISHED BUSINESS:

1. **Sump Pump Drainage Discussion (Mike Beard, Department of Building Code Enforcement)**
Mr. Beard presents information to Council | No action taken.
2. **8910 County line Road | Request for Clarksville Sewer Tap (Terry Farnsley, Property Owner)**
Mr. Farnsley requests permission to tap on to Clarksville Sewer and not the Town of Sellersburg:
MOTION/SECOND/VOTE: WEBSTER/CONLIN, 5/0, MOTION APPROVED.

NEW BUSINESS:

1. **Stonegate Manor Block Party (Ron Zellner, Resident):** NOT PRESENT
Council President advises if Mr. Zellner calls in to have him contact the Police Department to arrange closing a street for the block party.
2. **Industrial Park | Sewer Tap in Request (Larry Brooks, Property Owner):** NOT PRESENT
3. **Town Liability Insurance | Market Assignment & Quote (Chris Hancock, Rich & Cartmill)**
Mr. Hancock addresses the Council in reference to needing an agent of record for the liability insurance. Council advises that an Agent of Record is not needed at this time.
4. **1901 Allentown Road | Request for Septic Tank (Lori Kearney, Director of Public Works)**
Mr. Edwards requests permission to install a septic tank at 1901 Allentown Road:
MOTION/SECOND/VOTE: WEBSTER/AMOS, 5/0, MOTION APPROVED.
5. **Revised Job Descriptions Lori Kearney, Director of Public Works)**
Presents revised job descriptions for the Compliance Coordinator /Property Manager and Street & Sanitation Supervisor for Council approval:
MOTION/SECOND/VOTE: AMOS/CONLIN, 5/0, MOTION APPROVED.

NEW BUSINESS (continued):

6. **GIS | Community Share (Mike Beard, Department of Building Code Enforcement)**
Mr. Beard presents information on the Community Share of the GIS System. The Council advises that they are willing to do an interlocal agreement.
7. **Building Commissioner | PTO (Paul Rhodes, Town Council President)**
Motion to ratify Mr. Beards job offer letter, front loading him with 20 PTO days.
MOTION/SECOND/VOTE: WEBSTER/CONLIN, 5/0, MOTION APPROVED.
8. **Town Vehicle Rotation (Councilwoman Martina Webster)**
Motion to transfer vehicle 5559 from the police department to the building commissioner and to pay up to \$9,000.00 from CEDIT to pay for the lights on the new Police Vehicle replacing 5559.
MOTION/SECOND/VOTE: AMOS/WEBSTER, 5/0, MOTION APPROVED.
9. **Covered Bridge Paving & Resurfacing Project Award (Josh Hillman, Jacobi, Toombs, and Lanz)**
Bid from Temple & Temple in the amount of \$143,797.25 presented for approval and also permission for President Rhodes to sign the contract outside of this meeting. This is to be paid out of Street & Sanitation Paving:
MOTION/SECOND/VOTE : AMOS/CONLIN, 5/0, MOTION APPROVED.
10. **Shirley Avenue Project | Change Order (Josh Hillman, Jacobi, Toombs, and Lanz)**
Change order in the amount of \$10,556.48 presented for Excel Excavating to connect existing water main along Allhands to main on Highland and exploratory excavation for water main work and authorizing President Rhodes to sign outside of this meeting:
MOTION/SECOND/VOTE: CONLIN/LAMASTER, 5/0, MOTION APPROVED.

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

1. Vince Thacker, citizen, asking the Council to keep the citizens updated on the Tri-Township Fire Board issue. Council advises that some members have been attending the meetings and that interested citizens should also attend the Tri-Township Fire Board meetings that they are public meetings.

RECEIPT OF STAFF REPORTS:

Josh Hillman, Jacobi, Toombs, and Lanz:

1. Presents Monthly Projects Status Report (copy attached)
2. Requests approval of the Allterrain Contract, \$17,500.00 and \$49,890.00, for water valve replacement and storm sewer repairs on New Albany Street, and permission for President Rhodes to sign outside of this meeting:
MOTION/SECOND/VOTE: AMOS/LAMASTER, 5/0, MOTION APPROVED.

Matt Adams, Assistant Chief of Police:

1. Advises that he has dropped off the Building Commissioners new vehicle to have the police lights taken out.

COMMENTS FROM COUNCIL MEMBERSHIP (Good of the order):

Brad J. Amos, District 3:


1. The Parks & Recreation Board meeting is tomorrow to discuss future plans reference the pool.
2. Work is being done in Wilkerson Park for the WWI monument.
3. Work is being done for the Welcome to Sellersburg sign.
4. The American Legion is having their Easter Egg Hunt this Sunday.
5. The Farmer's Market will start in 3-4 weeks.
6. The Parks Master Plan is moving forward.

ADJOURN:

MOTION/SECOND/VOTE: AMOS/WEBSTER, 5/0, MOTION APPROVED.

TIME: 7:16 p.m.


Minutes approved this 22 day of April, 2019

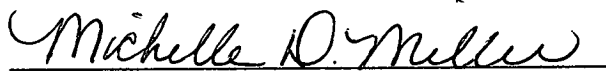

Paul J. Rhodes, President


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):

Agenda
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

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

Agenda for
April 8, 2019 at 5:30 p.m.

CALL TO ORDER AND ROLL CALL OF MEMBERS:

PRAYER: St. John Paul II

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 11th Regular Meeting
April 1st Executive Session

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. ORDINANCE NO. 2019 – OR – 009: An Ordinance Amending Chapter 52 (Water) of the Town of Sellersburg's Codification of Ordinances.
2. ORDINANCE NO. 2019 – OR – 010: An Ordinance Enacting and Adopting a Supplement to the Code of Ordinances for the Town of Sellersburg, Indiana and Declaring an Emergency.
3. ORDINANCE NO. 2019 – R – 001: A Preliminary Resolution Notifying the General Public of the Intent of the Town Council of Sellersburg, Indiana to Dissolve the Sellersburg Housing Authority.

UNFINISHED BUSINESS:

1. Sump Pump Drainage Discussion (Mike Beard, Department of Building Code Enforcement)
2. 8910 County line Road | Request for Clarksville Sewer Tap (Phil Jones, Property Owner)

NEW BUSINESS:

1. Stonegate Manor Block Party (Ron Zellner, Resident)
2. Industrial Park | Sewer Tap in Request (Larry Brooks, Property Owner)
3. Town Liability Insurance | Market Assignment & Quote (Chris Hancock, Rich & Cartmill)
4. 1901 Allentown Road | Request for Septic Tank (Lori Kearney, Director of Public Works)
5. Revised Job Descriptions Lori Kearney, Director of Public Works)
6. GIS | Community Share (Mike Beard, Department of Building Code Enforcement)
7. Building Commissioner | PTO (Paul Rhodes, Town Council President)
8. Town Vehicle Rotation (Councilwoman Martina Webster)
9. Covered Bridge Paving & Resurfacing Project Award (Josh Hillman, Jacobi, Toombs, and Lanz)
10. Shirley Avenue Project | Change Order (Josh Hillman, Jacobi, Toombs, and Lanz)

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

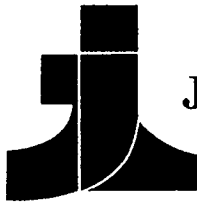
RECEIPT OF STAFF REPORTS:

Josh Hillman, Jacobi, Toombs, and Lanz
Lori Kearney, Director of Public Works
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

Town of Sellersburg Project Updates

April 8, 2019

Community Crossing Funded Projects

2018 Community Crossing Grant Application

- *Waiting on receipt of funding, then will issue NTP.*

Shirley Avenue & Prather Lane

- *Construction continues. Waiting on gas main relocations. Request official change order approval on water main improvements that were made along Allhands near Highland to provide a looped water main system.*

Road Improvement Projects

Brigham Drive

- *Plans submitted to L&I Railroad. INDOT submittal waiting on bond from Town, which may be pending decision on project budget. As requested, we investigated utilization of a concrete road. This would increase the costs by approximately \$150k. Met with INDOT last week, which identified that the Railroad has planned improvements to create a signalized crossing. Need Town direction on whether or not the project will go forward.*

2019 Annual Paving

- *Temple & Temple is the low bid for paving Covered Bridge Road at \$143,797.25. Recommend award.*

Utility Improvement Projects

Utility Master Plan

- *Data Collection continues. Draw down testing to begin soon.*
- *Sewer Service Area Evaluation underway.*
- *Reviewing stormwater information collected at the public meeting in March.*
- *Flow meters have been installed and are collecting data.*

Perry Crossing Lift Station Corrosion/Rehabilitation

We will need to get a Work Order Amendment to allow us to finish this design as previously discussed during Council meetings. Waiting on completion of data collection from the Master Plan in this area. Footprint of the pump station has been staked out for golf course approval. Plan for geotechnical work to begin shortly.

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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

TVI inspection has identified a few points of steady infiltration and a significant grease build up in one of the lines entering this station. This issue will need to be addressed. JTL is working on preparing a plan for restoration of the valve vault at this station and will review the known pipe issues at that time. Currently finalizing a construction plan and preparing easement information.

WWTP Compliance

Currently assisting WW Staff with preparation of a letter supporting phosphorous efforts. Letter submitted to Town Staff. Work Order 2018-8 was approved on 10/8/18 to assist with a chemical feed system at the Town's Wastewater Treatment Plant. Design is on-going. *WWTP Phosphorous Removal bids were received. Wooldridge was the low bid at \$199,336.00. JTL met with wastewater staff last week to review a proposed cost saving measure at the plant and is currently evaluating the proposed revisions for compliance with regulatory standards.*

Paradise/Helbig

Work Order 2018-9 was approved on 10/8/18 to review issues at this area and assist with recommendations. Bid Opening for selected alternative scheduled for May meeting with anticipated substantial completion in August. *The railroad has reviewed and approved the plans. They are currently preparing an agreement to be entered into for the crossing between the Town and Railroad.*

Emergency sewer repair complete. Road restoration to be performed with CCG paving.

IOCRA Grant Planning Support

Town staff, JTL & River Hills met with IOCRA to review the application.

Wastewater On-Call Services

Assisting Town with On-Call TVI contract with Robinson.
Waiting on quotes for Transducer package at Camp Chelan.

General On-Call Services

Quote received for Water Valve Replacement and Storm Sewer Repair in New Albany Street.

Supporting Town staff by assisting with drainage complaints on Hampton Court and Alabama. Met with Hampton Ct property owner today and will further investigate. Meeting with Alabama property owner on Friday.

MS4 On-Call Services

JTL will attend the Southern Indiana Stormwater Advisory Committee (SISWAC) meeting later this week for the Town. We would like to encourage the Town's participation in the SISWAC going forward.

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

DATE: April 22, 2019

CALL TO ORDER

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

ROLL CALL OF MEMBERS:

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

PRAYER: Michelle Ashby of St. John Paul II

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO AMEND THE AGENDA:

MOTION/SECOND/VOTE: LAMASTER/CONLIN/4-aye, 0-nay, motion approved.
Amendments: To remove the Proclamation for Silver Creek Dragons

MOTION TO ADOPT THE AGENDA AS AMENDED:

MOTION/SECOND/VOTE: AMOS/LAMASTER/4-aye, 0-nay, motion approved.

APPROVAL OF MINUTES:

Approval of minutes of the April 8, 2018 Town Council Meeting Minutes as submitted by the Clerk-Treasurer:
MOTION/SECOND/VOTE: CONLIN/LAMASTER, 4-aye, 0-nay, motion approved.

APPROVAL OF ALLOWANCE CLAIMS:

MOTION/SECOND/VOTE: AMOS/CONLIN, 4-aye, 0-nay, motion approved.

APPROVAL OF ALLOWANCE DOCKET:

MOTION/SECOND/VOTE: LAMASTER/CONLIN, 4-aye, 0-nay, motion approved.

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

Ms. Carol Johnson, 617 Wildwood Rd. addresses the Council in reference to Building Ordinance Section 21.

ORDINANCES AND RESOLUTIONS:

1. **Salary Ordinance Change Amendment | Moving BZA & PZ Director/Building Commissioner from Town Council to Public Works:**

1st Reading: MOTION/SECOND/VOTE: CONLIN/LAMASTER, 4-aye, 0-nay, motion approved.
2nd Reading: MOTION/SECOND/VOTE: AMOS/CONLIN, 4-aye, 0-nay, motion approved.

NEW BUSINESS:

1. **AllTerrain N. New Albany Street Storm Repair & Water Valve Replacement Project Status Update (AllTerrain Team Member)**
Nichole Koeninger with JTL advises that a dedicated town employee will be required to be on staff during the water valve repair and Public Works Director Lori Kearney advised she doesn't see a need for it. The work should start next week.
2. **Commercial Property Values & the Future of Sellersburg from a Business Perspective (Neil & Patty Smith, Fireside Bar & Grill)**
Mr. Smith addresses the Council in reference to the appearance of the Town and his concern of the property values and the future of Sellersburg.
3. **Main Street Project (Michelle Miller, Clerk-Treasurer)**
Clerk Treasurer Miller requests \$100,000.00 of CEDIT funds to be committed to start Main Street Projects. Councilman Conlin motion to commit \$25,000.00:
MOTION/SECOND/VOTE: CONLIN/AMOS, 4-aye, 0-nay, motion approved.
4. **2018 CCR & Revised ERP (Seth Eurtion, Operator in Training)**
Mr. Eurtion presents the annual Drinking Water Quality Report (CCR) and Emergency Response Plan (ERP) for the Council to review.
5. **Sewer Tap Fee Structure Discussion (Lori Kearney, Director of Public Works)**
Motion to table
MOTION/SECOND/VOTE: AMOS/LAMSTER 4-aye, 0-nay, motion approved.

RECEIPT OF STAFF REPORTS:

Mike Harris (Jacobi, Toombs, & Lanz)

1. Requests notice to proceed, prior to receiving funds from, for the 2018 Community Crossings Grant Projects (CCMG):
MOTION/SECOND/VOTE: AMOS/CONLIN 4-aye, 0-nay, motion approved.
2. Requests permission to move forward on Bringham Drive cost estimate – Council advises to move forward.
3. Requests approval from Wooldridge in the amount of \$200,836.00 for WWTP Phosphorous removal:
MOTION/SECOND/VOTE: AMOS/CONLIN 4-aye, 0-nay, motion approved.

William R. Whelan, Chief of Police

1. Requests permission to borrow up to \$70,022.08 from the Rainy-Day Fund to pay for radios until the funds from the Operation We Can Hear Clearly Now grant are received:
MOTION/SECOND/VOTE: LAMASTER/AMOS 4-aye, 0-nay, motion approved.
2. Advised that he has received another from for 9 radars at \$3,000.00 each.

Jacob "Jake" Elder, Town Attorney

Advises that the Town might want to look into Safe Roads to Schools and Small Communities Sidewalk grants through INDOT.

COMMENTS FROM COUNCIL MEMBERSHIP (Good of the order):

Brad J. Amos, District 3

1. The Parks & Recreation will hold their First indoor movie, Willie Wonka, at Ivy Tech.
2. The pool is getting ready and there is only 5 weeks to go.
3. Thanks Mark Haas, Dale McKinley and Mr. Hoffman.
4. Advises the WWI monument in Wilkerson Park is still being worked on.
5. Has the State Champions sign for the Silver Creek Dragons.

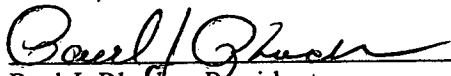
ADJOURN:

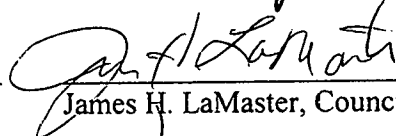
MOTION/SECOND/VOTE: LAMASTER/CONLIN

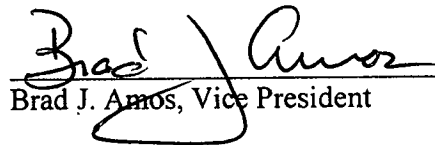
4-aye, 0-nay, motion approved.

TIME: 6:53 p.m.

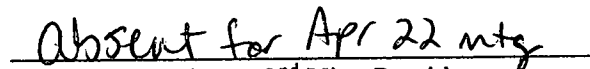
Minutes approved this 13 day of May, 2019

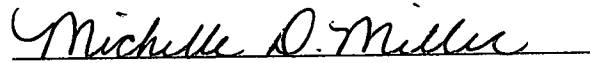

Paul J. Rhodes, President


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):

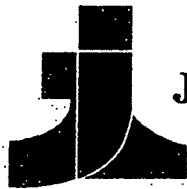
Agenda

Jacobi, Toombs & Lanz Current Projects Status Report

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

Town of Sellersburg Project Updates

April 22, 2019

Community Crossing Funded Projects

2018 Community Crossing Grant Application

- *JTL spoke with INDOT last week regarding the status of the funds. They confirmed the funding was being processed, but may take up to 30 days. Would the Town like to issue a Notice to Proceed on this project before funds are deposited?*

Shirley Avenue & Prather Lane

- *Gas main relocations to be complete within the next day or two. More than 50% of Shirley has been paved (not surface). Remaining road work to take place over the next 2-3 weeks. Project to be complete by mid to late May and closed out in early June so that the Town may submit on the next round of CCG applications that are set to open July 1.*

Road Improvement Projects

Bringham Drive

- *A cost estimate for limited patching and surface paving will be presented.*

2019 Annual Paving

- *Pre-construction meeting on April 23 to kick-off work with Temple & Temple. Storm sewer repairs to happen before paving.*

Utility Improvement Projects

Utility Master Plan

- *Data Collection continues. Draw down testing to begin soon.*
- *Sewer Service Area Evaluation underway.*
- *Reviewing stormwater information collected at the public meeting in March.*
- *Flow meters have been installed and are collecting data.*

Perry Crossing Lift Station Corrosion/Rehabilitation

We will need to get a Work Order Amendment to allow us to finish this design as previously discussed during Council meetings. Waiting on completion of data collection from the Master Plan in this area. Footprint of the pump station has been staked out for golf course approval. Plan for geotechnical work to begin shortly. *Working on design.*

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Sunset Hills Pump Station and Valve Vault

TVI inspection has identified a few points of steady infiltration and a significant grease build up in one of the lines entering this station. This issue will need to be addressed. JTL is working on preparing a plan for restoration of the valve vault at this station and will review the known pipe issues at that time. Currently finalizing a construction plan and preparing easement information. *Working on design.*

WWTP Compliance

Currently assisting WW Staff with preparation of a letter supporting phosphorous efforts. Letter submitted to Town Staff. Work Order 2018-8 was approved on 10/8/18 to assist with a chemical feed system at the Town's Wastewater Treatment Plant. Design is on-going. WWTP Phosphorous Removal bids were received. Wooldridge was the low bid at ~~\$199,336.00~~. *Request Town approval of the Wooldridge bid. Once awarded, a change order for proposed amendments will be reviewed.*

200,936.00
per
Mike
Harris

Paradise/Helbig

Work Order 2018-9 was approved on 10/8/18 to review issues at this area and assist with recommendations. Bid Opening for selected alternative scheduled for June meeting with anticipated substantial completion in September. The railroad has reviewed and approved the plans. *They are currently preparing an agreement to be entered into for the encroachment between the Town and Railroad. The easement from Jesse Ballew should be finalized within the next couple of days.*

Emergency sewer repair complete. Road restoration to be performed with CCG paving.

IOCRA Grant Planning Support

Town staff, JTL & River Hills met with IOCRA to review the application. *Waiting on direction from the Town regarding potential income survey.*

Wastewater On-Call Services

Assisting Town with On-Call TVI contract with Robinson.
Waiting on quotes for Transducer package at Camp Chelan.

General On-Call Services

Pre-construction meeting held last week for storm sewer and valve replacement in New Albany St.

JTL is continuing to support Town staff with on-going drainage complaints.

MS4 On-Call Services

JTL attended the SISWAC meeting and provided an update to staff. QK4 will be providing a proposal to the Town for participation in the SISWAC.

Town of Sellersburg
Town Council Executive Session
Meeting Minutes

DATE: May 13, 2019

CALLED TO ORDER:

President Paul J. Rhodes called the meeting to order at 4:30 p.m. at the Sellersburg Town Hall, 316 E. Utica Street, Sellersburg, Indiana.

ROLL CALL:

Present: Paul Rhodes, President
Present: Brad Amos, Vicé President
Present: Martina Webster, 2nd Vice President
Present: William Conlin, Council Member
Present: James LaMaster, Council Member
Present: Jacob Elder, Town Attorney
Present: Michelle Miller, Clerk Treasurer
Present: Michelle D. Medcalf, Town Council Executive Secretary

TOPIC OF DISCUSSION:


Pursuant to I.C. 5-14-1.5-6.1(b)(6)(A), the Town Council of Sellersburg, Indiana conducted an Executive Session regarding personnel management.

ADJOURN:

Motion/Second/Vote: Webster/Amos/5-0, motion approved.
Time: 5:10 p.m.

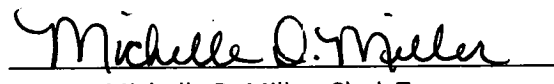

Paul J. Rhodes, President

Absent
James H. LaMaster, Council Member


Brad J. Amos, Vice President


William J. Conlin, Council Member

Absent
Martina P. Webster, 2nd Vice President


Attest: Michelle D. Miller, Clerk Treasurer

**TOWN OF SELLERSBURG
TOWN COUNCIL MEETING MINUTES**

DATE/TIME: May 13, 2019, 5:30 p.m.

LOCATION: Town Hall, 316 E Utica Street, Sellersburg, IN 47172

CALL TO ORDER: Called to order by President Paul J. Rhodes

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: Calvary Christian Church

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO AMEND THE AGENDA:

MOTION/SECOND/VOTE: LAMASTER/WEBSTER VOTE: 5-AYE, 0-NAY, Motion Approved.
AMENDMENTS: #7 Under new business is a repeat of #10 do delete #7.

MOTION TO ADOPT THE AGENDA AS AMENDED/PRESENTED:

MOTION/SECOND/VOTE: WEBSTER/CONLIN VOTE: 5-AYE, 0-NAY, Motion Approved.

APPROVAL OF MINUTES:

April 22, 2019 Town Council Meeting Minutes
MOTION/SECOND/VOTE: AMOS/CONLIN VOTE: 5-AYE, 0-NAY, Motion Approved.

APPROVAL OF ALLOWANCE CLAIMS:

MOTION/SECOND/VOTE: AMOS/LAMASTER VOTE : 5-AYE, 0-NAY, Motion Approved.

PROCLAMATION OF SILVER CREEK DRAGONS DAY

President Rhodes reads the Proclamation

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

Becky Voyles, 622 Georgian, addresses Council in reference to grass cutting at 618 Georgian. The Building Commissioner has already sent notice to the property owner.

ORDINANCES AND RESOLUTIONS:

1. 2019-OR-012 | 2019 Salary Ordinance Amendment | Additional Pool Assistant Manager
1st Reading: MOTION/SECOND/VOTE: AMOS/LAMASTER, 5-AYE, 0-NAY, Motion Approved.
2nd Reading: MOTION/SECOND/VOTE: LAMASTER/CONLIN, 5-AYE, 0-NAY, Motion Approved.
2. 2019-OR-013 | Camp Chelan Pumps Emergency Repair/Purchase
1st Reading: MOTION/SECOND/VOTE: AMOS/WEBSTER, 5-AYE, 0-NAY, Motion Approved.
2nd Reading: MOTION/SECOND/VOTE: LAMASTER/AMOS, 5-AYE, 0-NAY, Motion Approved.
3. 2019-OR-014 | Establishing a Beautification Fund (301)
1st Reading: MOTION/SECOND/VOTE: AMOS/LAMASTER, 5-AYE, 0-NAY, Motion Approved.

Council Member Webster would like to amend section 3c to include “who shall not be an elected official of the Town Employee of the Town of Sellersburg, IN.”

Motion to approve amendment: MOTION/SECOND/VOTE: AMOS/LAMASTER, 5-AYE, 0-NAY, Motion Approved.

2nd Reading: MOTION/SECOND/VOTE: AMOS/LAMASTER, 4-AYE, 1-NAY by Conlin, Motion Approved, this is to be put on the agenda for the next meeting due to not having a unanimous vote.

NEW BUSINESS:

1. **8910 County Line Road | Sewer Line Town Participation (Phil Jones, Resident)**
No action taken
2. **661 Hampton Court | Drainage (Jennifer Gatti, Resident)**
Ms. Gatti addresses the Council in reference to a drainage issue on her property at 661 Hampton Court.
Motion made to approve up to \$40,000 from CEDIT for the storm sewer repair.
MOTION/SECOND/VOTE: AMOS/CONLIN VOTE: 5-AYE, 0-NAY, motion approved.
3. **The Estopinal Group | Downtown Visioning Presentation**
Brian Lindroth with the Estopinal Group presents renderings for the Downtown Visioning and also provides 3D vision goggles to the Council to view the presentation in 3D.

Motion made to approve Jacobi, Toombs & Lanz work order 2019-08, for Professional Services for the reconstruction of the intersection of E. Utica with New Albany Street as shown schematically in the TEG Downtown Visioning Plan, in the amount of \$72,500.00
MOTION/SECOND/VOTE: AMOS/CONLIN VOTE: 3-AYE, 2-NAY’s by LAMASTER AND WEBSTER, Motion Approved.
4. **Parks and Recreation Board Appointment (Glennis Wisdom, Parks and Rec Board President)**
Mr. Wisdom recommends Rebecca Carlton be appointed to the Parks & Recreation Board
MOTION/SECOND/VOTE: WEBSTER/AMOS VOTE: 5-AYE, 0-NAY, motion approved.
5. **Speed Hump Ordinance Discussion (Councilwoman Martina Webster)**
NO ACTION TAKEN

6. **Bakertilly Arbitrage Compliance Agreements for the \$8,500,000 Waterworks Revenue Bonds of 2014 and the \$820,000 Redevelopment District Bond Anticipation Notes of 2018**
Paul Rhodes signs agreements
7. **Sewer Tap Fee Structure (Lori Kearney, Director of Public Works)** REMOVED
8. **Business Licenses (Jacob "Jake" Elder, Town Attorney)** NO ACTION TAKEN
9. **Ordinance Violations Bureau Business Licenses (Jacob "Jake" Elder, Town Attorney)**
NO ACTION TAKEN
10. **Discussion | Multi-Family Units | Sewer Tap Fees (Jacob "Jake" Elder, Town Attorney)**
DISCUSSION ONLY | NO ACTION TAKEN
11. **OK4 SWAC Proposal (Nicole Koeninger, Jacobi, Toombs, and Lanz)**
MOTION/SECOND/VOTE: AMOS/WEBSTER VOTE: 5-AYE, 0-NAY, motion approved.
12. **Shirley Avenue/Prather Lane CCG Project | Excel Final Change Order #4 (Joshua Hillman, Jacobi, Toombs, and Lanz)**
MOTION/SECOND/VOTE: AMOS/WEBSTER VOTE: 5-AYE, 0-NAY, motion approved.
13. **Jacobi, Toombs, and Lanz (JTL) On-Call Support Work Order Amendments (Joshua Hillman, Jacobi, Toombs, and Lanz)**
Work Order 2019-01 amendment, 2019-02 amendment and 2019-06 amendment presented for approval.
MOTION/SECOND/VOTE: LAMASTER/AMOS VOTE: 5-AYE, 0-NAY, motion approved.

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

Debi Owens of Shirley Avenue thanks Jacobi, Toombs and Lanz and Excel for their hard work on the Shirley Avenue Project.

Matt Czarnecki addresses the Council in reference to issues with Highway 60 traffic due to the CR 311 project.

RECEIPT OF STAFF REPORTS:

Josh Hillman (Jacobi, Toombs, & Lanz)

1. Presents Work Order 2019-7, 2019 CCMG Application Assistance, \$19,500.00 for approval.
MOTION/SECOND/VOTE: AMOS/CONLIN VOTE: 5-AYE, 0-NAY, motion approved.
2. Presents notice of intent to issue construction permits per 327 IAC 3-2.1
MOTION/SECOND/VOTE: AMOS/CONLIN VOTE: 5-AYE, 0-NAY, motion approved.

Lori Kearney, Director of Public Works

Advises that the valves on New Albany Street are being fixed tonight and the storm drain on Wednesday from 8:30 a.m. to 2:00 p.m.

Jacob "Jake" Elder, Town Attorney

Request approval to attend training in the amount of \$420.00 and hotel for \$150.00 Council Approved.

COMMENTS FROM COUNCIL MEMBERSHIP (Good of the order):

Brad J. Amos, District 3

1. WWI Monument will be unveiled on Memorial Day
2. Farmers Market is up and running
3. The pool will be opening on the 31st

Paul J. Rhodes, At-Large

1. Advises the Budget Workshops will be held on June 20th beginning at 9:00 a.m.

Michelle Miller, Clerk-Treasurer

1. Thanks the Council members supporting the Downtown Visioning Project.
2. Requests permission to form a committee for renovating the Police Department. Council Approves.

ADJOURN:

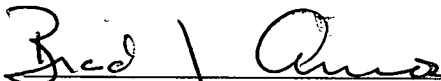
MOTION/SECOND/VOTE: CONLIN/WEBSTER VOTE: 5-AYE, 0-NAY, Motion approved.

TIME: 7:58 p.m.

Minutes approved this 10 day of June, 2019

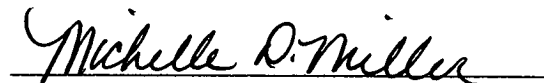

Paul J. Rhodes, President

Absent
James H. LaMaster, Council Member


Brad J. Amos, Vice President


William J. Conlin, Council Member

Absent
Martina P. Webster, 2nd Vice President


Attest: Michelle D. Miller, Clerk Treasurer

Attachment(s):

Agenda

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

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

**Agenda for
May 13, 2019 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:
April 22, 2019 Meeting Minutes

APPROVAL OF ALLOWANCE CLAIMS:

PROCLAMATION OF SILVER CREEK DRAGONS DAY

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

ORDINANCES AND RESOLUTIONS:

1. ORDINANCE NO. 2019 – OR – 012: AN ORDINANCE AMENDING THE 2019 SALARY ORDINANCE FOR THE TOWN OF SELLERSBURG, INDIANA.
2. ORDINANCE NO. 2019 – OR – 013: AN ORDINANCE DECLARING AN EMERGENCY FOR THE REPAIR/PURCHASE OF CAMP CHELAN PUMPS.
3. ORDINANCE NO. 2019 – OR – 014: AN ORDINANCE ESTABLISHING FUND NUMBER 301 - "BEAUTIFICATION FUND.

UNFINISHED BUSINESS:

NEW BUSINESS:

1. 8910 County Line Road | Sewer Line Town Participation (Phil Jones, Resident)
2. 661 Hampton Court | Drainage (Jennifer Gatti, Resident)
3. TEG Presentation | Downtown Visioning (TEG)
4. Parks and Recreation Board Appointment (Glennis Wisdom, Parks and Rec Board President)
5. Speed Hump Ordinance Discussion (Councilwoman Martina Webster)
6. 8,500,000 Waterworks Revenue Bonds of 2014 and the \$820,000 Redevelopment District Bond Anticipation Notes of 2018 (Michelle Miller, Clerk-Treasurer)
7. Sewer Tap Fee Structure (Lori Kearney, Director of Public Works)
8. Business Licenses (Jacob "Jake" Elder, Town Attorney)
9. Ordinance Violations Bureau Business Licenses (Jacob "Jake" Elder, Town Attorney)
10. Discussion | Multi-Family Units | Sewer Tap Fees (Jacob "Jake" Elder, Town Attorney)

11. QK4 SWAC Proposal (Joshua Hillman, Jacobi, Toombs, and Lanz)
12. Shirley Avenue/Prather Lane CCG Project | Final Change Order (Joshua Hillman, Jacobi, Toombs, and Lanz)
13. Jacobi, Toombs, and Lanz (JTL) On-Call Support Work Orders (Joshua Hillman, Jacobi, Toombs, and Lanz)

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

RECEIPT OF STAFF REPORTS:

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

Town of Sellersburg Project Updates

May 13, 2019

Community Crossing Funded Projects

2018 Community Crossing Grant Application

- *Coordinating NTP with Contractor.*

Shirley Avenue & Prather Lane

- *Project is complete. Final Change Order necessary to closeout project to be reviewed.*

2019 CCG Application Assistance

- *Request Town approval for the proposed Work Order submitted to assist with these efforts.*

Road Improvement Projects

Bringham Drive

- *Plan to bid limited patching and paving for June meeting.*

2019 Annual Paving

- *Storm sewer work on Covered Bridge underway. Paving to begin shortly.*

Utility Improvement Projects

Utility Master Plan

- *Data Collection continues. Draw down testing to begin soon.*
- *Sewer Service Area Evaluation underway.*
- *Reviewing stormwater information collected at the public meeting in March.*
- *Flow meters have been installed and are collecting data.*

Perry Crossing Lift Station Corrosion/Rehabilitation

Working on design.

Sunset Hills Pump Station and Valve Vault

Working on design.

WWTP Compliance

Working with Staff to review the proposed cost savings measures and financial

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

New Albany, IN • Clarksville, IN • Indianapolis, IN • Louisville, KY

www.jtleng.com

information provided by the Contractor.

Paradise/Helbig

The railroad has reviewed and approved the plans. They are currently preparing an agreement to be entered into for the crossing between the Town and Railroad. *Request Town authorization to bid out the force main relocation work necessary for this project.*

Wastewater On-Call Services

Request increase in contract budget.

Request Town approval of the NOI document regarding sanitary sewer permitting.

General On-Call Services

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

Request increase in JTL contract budget as presented.

JTL has reviewed the Hampton Court drainage issue and prepared a preliminary budget and scope.

JTL is reviewing drainage issues near Service Drive and Utica Street and will have a cost estimate and schematic for the next meeting.

MS4 On-Call Services

JTL has supported the Town over the last couple of weeks with ongoing issues related to the Oakley property.

Planning & Zoning On-Call Services

Request increase in contract budget as requested.

Town of Sellersburg
Town Council Executive Session
Meeting Minutes

DATE: June 10, 2019

CALLED TO ORDER:

President Paul J. Rhodes called the meeting to order at 5:12 p.m. at the Sellersburg Town Hall, 316 E. Utica Street, Sellersburg, Indiana.

ROLL CALL:

Present: Paul Rhodes, President
Present: Brad Amos, Vice President
Absent: Martina Webster, 2nd Vice President
Present: William Conlin, Council Member
Absent: James LaMaster, Council Member
Present: Jacob Elder, Town Attorney
Present: Michelle Miller, Clerk Treasurer
Present: Lori Kearney, Director of Public Works
Present: Michelle D. Medcalf, Town Council Executive Secretary


TOPIC OF DISCUSSION:

Pursuant to I.C. 5-14-1.5-6.1(b)(6)(A), the Town Council of Sellersburg, Indiana conducted an Executive Session regarding a legal matter.

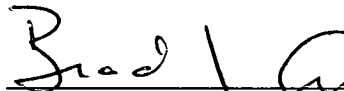
ADJOURN:

Motion/Second/Vote: Amos/Conlin, 3-0, motion approved.

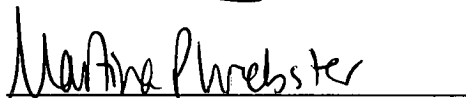
Time: 5:25 p.m.



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

**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 ALLEGIANCE: 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.

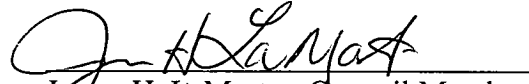
ADJOURN:


Motion to adjourn at 7:37 p.m.

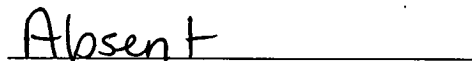
MOTION/SECOND/VOTE: AMOS/CONLIN, 3-aye, 0-nay, motion approved.

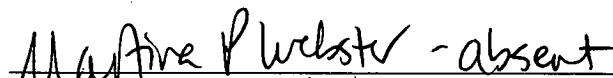
Minutes approved this 22 day of July, 2019



Paul J. Rhodes, President


James H. LaMaster, Council Member


Brad J. Amos, Vice President


Absent
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:
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**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
2. **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

2. **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.
3. **625 W. Utica | Discussion (Jake Elder, Town Attorney):** Appraisals have been ordered
4. **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.
3. **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.
4. **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.
5. **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.
6. **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.
7. **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.
8. **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.

9. 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.

10. 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.

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

Motion to table

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

12. 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.

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

Motion to table

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

14. 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.

3. 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.

Town of Sellersburg
Town Council Meeting Minutes
June 24, 2019

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.

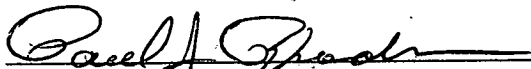
Paul J. Rhodes, At-Large

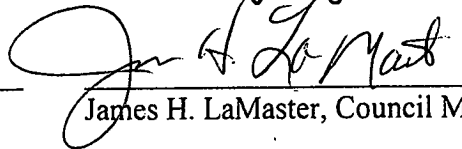
1. Advises the budget workshop will be Monday, July 29th at 1:00 p.m.

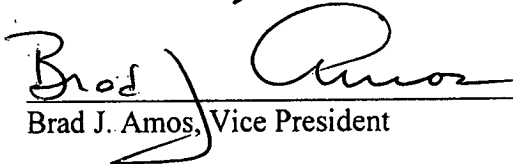
ADJOURN:

MOTION/SECOND/VOTE: WEBSTER/AMOS 5-aye, 0-nay, motion approved.
TIME: 7:15 p.m.


Minutes approved this 22 day of July, 2019

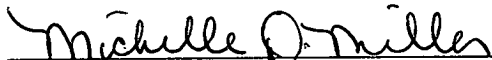

Paul J. Rhodes, President


James H. LaMaster, Council Member


Brad J. Amos, Vice President

Absent
William J. Conlin, Council Member


Martina P. Webster, 2nd Vice President

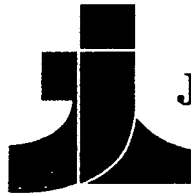

Attest: Michelle D. Miller, Clerk Treasurer

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 24, 2019

Community Crossing Funded Projects

2018 Community Crossing Grant – Paving Projects

- Concrete work underway. Paving to follow

Shirley Avenue & Prather Lane

- INDOT confirmed that all previous CCG projects have been closed.

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

- JTL & Staff met to review a list of potential projects for consideration in the application this year. See attached.

Road Improvement Projects

Bringham Drive

- Bids received at last meeting. Temple & Temple is low bidder. Award issued at the last meeting.

2019 Annual Paving

- Final close-out items being addressed by the contractor.

Utica St & New Albany Street Intersection Improvements (Design Completion)

- Field work complete and preliminary schematic underway.

Utility Improvement Projects

Utility Master Plan (Report Completion EOY 2019)

- Data Collection is nearing completion. Draw down testing is 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.
- JTL has been in the field reviewing drainage issues with the significant rain events that have occurred over the last month.
- 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.

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Perry Crossing Lift Station Corrosion/Rehabilitation

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

Working on design. Need easement.

Sunset Hills Pump Station and Valve Vault

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

Working on design.

WWTP Compliance

Phosphorous project moving forward as designed.

Paradise/Helbig

AllTerrain Paving & Construction was low bidder. Request project award.

Wastewater On-Call Services

Clarion Sewer Permit Complete. Waiting on plans from Oakley development to complete permit.

Request Board approve contract with Hagerty Consulting, LLC for self-permitting review of plans prepared by JTL on behalf of the Town.

General On-Call Services

Inserta-Valve installation approved at the last meeting for New Albany St.

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.

**TOWN OF SELLERSBURG
TOWN COUNCIL MEETING MINUTES**

DATE: JULY 22, 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
Absent: William Conlin, Member
Present: Jacob Elder, Town Attorney
Present: Michelle Miller, Clerk Treasurer

PRAYER: Pastor Sanford, Sellersburg United Methodist Church

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO AMEND/ADOPT THE AGENDA AS PRESENTED:

MOTION/SECOND/VOTE: WEBSTER/LAMASTER 4-aye, 0-nay, motion approved.
Amendments: Remove #5 under new business, Billing Office Credit Card Solution

MOTION TO ADOPT THE AGENDA AS AMENDED:

MOTION/SECOND/VOTE: AMOS/LAMASTER 4-aye, 0-nay, motion approved.

APPROVAL OF MINUTES:

June 10, 2019 Executive Session
June 10, 2019 Town Council Meeting
June 24, 2019 Town Council Meeting
MOTION/SECOND/VOTE: LAMASTER/AMOS 4-aye, 0-nay, motion approved.

APPROVAL OF ALLOWANCE CLAIMS:

MOTION/SECOND/VOTE: WEBSTER/AMOS 4-aye, 0-nay, motion approved.

APPROVAL OF ALLOWANCE DOCKET:

MOTION/SECOND/VOTE: WEBSTER/LAMASTER 4-aye, 0-nay, motion approved.

ORDINANCES AND RESOLUTIONS:

1. **ORDINANCE NO. 2019 – OR – 018: An Ordinance Amending the Zoning Ordinance**

1st Reading: MOTION/SECOND/VOTE: WEBSTER/LAMASTER 4-aye, 0-nay, motion approved.
2nd Reading: MOTION/SECOND/VOTE: WEBSTER/LAMASTER 4-aye, 0-nay, motion approved.

2. **ORDINANCE NO. 2019 – OR – 017: An Ordinance Transferring Certain Funds**

1st Reading: MOTION/SECOND/VOTE: WEBSTER/AMOS 4-aye, 0-nay, motion approved.
2nd Reading: MOTION/SECOND/VOTE: WEBSTER/AMOS 4-aye, 0-nay, motion approved.

UNFINISHED BUSINESS:

1. **Tesinc Verizon/MCI Metro Projects (Mike Overturf, Permit Engineer - Tesinc, LLC)**
Town Attorney Elder will prepare an Ordinance for the next meeting for right of way permits.

2. **Railroad License Agreement for Underground Pipelines, Cables and Conduits | Paradise & Helbig Force Main Extension (Lori Kearney, Director of Public Works)**
Director Kearney presents License Agreement with Louisville & Indiana Railroad Company for approval.
Motion made to approve License Number LI-TS-001:
MOTION/SECOND/VOTE: AMOS/LAMASTER 4-aye, 0-nay, motion approved.

3. **8910 County Line Road | Owner: P. Jones | Sewer Connection (Lori Kearney, Director of Public Works)**
Motion made to issue a letter of release for New Albany, Director Kearney will prepare the letter for Mr. Jones.
MOTION/SECOND/VOTE: AMOS/WEBSTER 4-aye, 0-nay, motion approved.

4. **624 W. Utica Street | Appraisals (Brad Amos, Town Council Vice President)**
Two appraisals presented for 624 W Utica: Ohio Valley Appraisal Services Inc. \$72,000.00 and The Mardis Group \$70,000.00.
Motion made to approve a purchase agreement for up to \$70,000.00 for 624 W. Utica Street. Town Attorney Elder will prepare the purchase agreement.
MOTION/SECOND/VOTE: WEBSTER/AMOS 4-aye, 0-nay, motion approved.

5. **Discussion: Dedication of Gilola (Jacob "Jake" Elder, Town Attorney)**
Motion made to accept the deed of dedication of Gilola from Corbett and to accept the \$5,000.00 from Corbett for the shared cost of the paving and approve up to \$15,000.00 to pave Gilola using MVH funds.
MOTION/SECOND/VOTE: AMOS/LAMASTER 3-aye, 1-nay by MARTINA WEBSTER, motion approved.

NEW BUSINESS:

1. **Liability Insurance Quote (Jerry Rauck, ISU)**
Mr. Rauck presents proposal for renewal of the Town's insurance in the amount of \$132,651.00

2. **Liability Insurance Quote (Chris Hancock)**
Mr. Hancock was not present, however he submitted his proposal to the Council prior to the meeting.

3. **Sewer and Water Extension on Service Drive (Jason Wooldridge)**
Motion made to approve sewer and water extension on Service Drive for Mr. Wooldridge contingent upon permit approval.
MOTION/SECOND/VOTE: WEBSTER/AMOS 4-aye, 0-nay, motion approved.

4. **Appointment of a Parks & Recreation Board Member (Brad Amos, Town Council Vice President)**
Motion made to appoint Water Green to the Parks & Recreation Board:
MOTION/SECOND/VOTE: AMOS/WEBSTER 4-aye, 0-nay, motion approved.

5. **Billing Office Credit Card Solution | PSN: A Fully Integrated Ampstun Solution (TBD)**
This item was removed from the agenda

6. **Community Crossing Matching Grant 2019-2 Application Process | Road Lists (Lori Kearney, Director of Public Works)**

Motion made to approve Applications 1 & 2 for the 2019 CCMG.

MOTION/SECOND/VOTE: WEBSTER/AMOS 4-aye, 0-nay, motion approved.

Motion made authorizing President Rhodes to sign the financial commitment letter for up to \$350,000.00

7. **AT&T Bill | Waters of Milan Lift Station (Lori Kearney, Director of Public Works)**

Motion made to approve the payment of the AT&T invoice (\$500.56) in the name of Premier Homes as of the date the Town took over the lift station:

MOTION/SECOND/VOTE: WEBSTER/LAMASTER 4-aye, 0-nay, motion approved.

8. **Core & Main Meters | Software Update | Bid Proposal (Lori Kearney, Director of Public Works)**

Bid proposal presented for approval in the amount of \$33,039.53 for 176 meters and software:

MOTION/SECOND/VOTE: AMOS/WEBSTER 4-aye, 0-nay, motion approved.

RECEIPT OF STAFF REPORTS:

Josh Hillman, Jacobi, Toombs, and Lanz

1. 2018 CCG Project Status Update (attached)
2. Monthly Project Updates (attached)

Lori Kearney, Director of Public Works

1. Presents River City Controls proposal in the amount of \$8,110.00 to add the Greenleaf booster station to the scada system for approval:
MOTION/SECOND/VOTE: AMOS/LAMASTER 4-aye, 0-nay, motion approved.
2. Presents River City Controls proposal in the amount of \$2,935.00 for re-terminating the antenna coax cable through PVC conduit at the well field for approval:
MOTION/SECOND/VOTE: AMOS/LAMASTER 4-aye, 0-nay, motion approved.

COMMENTS FROM COUNCIL MEMBERSHIP (Good of the order):

Brad J. Amos, District 3

1. Congratulates Silver Creek Little League on their win.
2. Advises he had a meeting today with INDOT reference Highway 31 from Dairy Queen to the bridge at the cement plant. This project will happen in 2022.
3. Thanks Kent Wingham on the paving being done.
4. Amy Campbell is back at the pool.
5. Welcomes Donna Lockhart back.

Martina Webster, District 1

1. Advises the work on 311 is a County project and is supposed to be open by the end of July.
2. Apologizes for missing the July 8th meeting due to daughter's illness.
3. Advises still working on HR job description.

Paul J. Rhodes, At-Large

1. Asks if Archive Social is up and running. Public Works Director Lori Kearney and Town Council Executive Secretary Michelle Medcalf both advise that it is.

Michelle Miller, Clerk-Treasurer

1. Offers to be the benefits administrator since the Council reinstated the third position in the Clerk Treasurer's Office. Council agrees.
2. Advises the Council that she is concerned about the revenue being reported from the Utility Billing Office. It seems that the software may not be posting properly and the revenue is down. Recommends the Council contact Bakertilly to come in a do a financial report on the utilities.


ADJOURN:

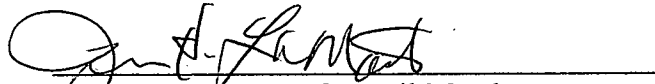
MOTION/SECOND/VOTE: AMOS/WEBSTER


4-aye, 0-nay, motion approved.


TIME: 7:19 p.m.


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):

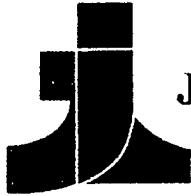
Jacobi, Toombs & Lanz Current Projects Status Report

Note: All approved contracts/agreements can be located in Gateway using the following link:

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Jacobi, Toombs & Lanz, Inc.

Consulting Engineers & Land Surveyors

PROJECT STATUS UPDATE FOR THE 2018 CCG FUNDED PATCHING AND RESURFACING OF SELECTED TOWN STREETS PROJECT

July 22, 2019

1. Roadways Completed (Excepting Striping and Clean-Up)
 - a. Adkins Avenue
 - b. Adkins Court East & West
 - c. Church Street
 - d. East Villa Drive
 - e. Hanger Avenue
 - f. Helbig Avenue
 - g. Indianola Street
 - h. Kahl Court
 - i. Kahl Street
 - j. Linnwood Avenue
 - k. Paradise Avenue

2. Roadways with On-Going Construction Activities
 - a. Allhands Avenue (North Leg)
 - b. Allhands Avenue (South Leg)
 - c. Ehringer Lane
 - d. Haas Lane
 - e. South Street (Partially Resurfaced)

3. Issues Encountered During the Milling of the Allhands Avenue Neighborhood
 - a. On 7/11/2019, a water main located beneath the pavement of Ehringer Lane between South Street and Allhands Avenue broke and required repair. The pavement within the vicinity of the water main break heaved and now requires a large asphalt base patch.
 - b. On 7/11/2019, 7/12/2019, and 7/15/2019; storm sewer issues were uncovered or made apparent by surface milling operations performed along Haas Lane from South Street to West Utica Street (four areas in total.) The repairs required at these four locations involve excavation, concrete work, and moderate storm sewer

Corporate
1829 E. Spring Street
Suite 201
New Albany, IN 47150
812-945-9585

Kentucky
2307 River Road
Suite 203
Louisville, KY 40206
502-583-5994

Central Indiana
1060 N. Capitol Avenue
Suite E360
Indianapolis, IN 46204
317-829-3474

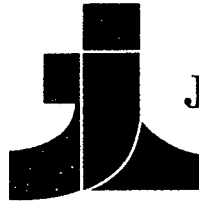
Southern Indiana
124 Bell Ave
Clarksville, IN 47129
812-288-6646

work. Once the storm sewer work is completed the roadway located adjacent to the repair will require asphalt base patching.

- c. On 7/16/2019, a bearing failure occurred in the NB lane of South Street just north of Ehringer Lane during the performance of resurfacing. Asphalt resurfacing had to be stopped and the area of failure will require additional asphalt patching.

4. Construction Schedule (As Provided by Contractors)

- a. RCI is to complete all four areas of storm sewer repair by end of day Thursday, July 25, 2019 (weather permitting.)
- b. Wingham Paving will complete all patching within the subdivision around Allhands Avenue on Tuesday, July 30, 2019 and Wednesday, July 31, 2019 (weather permitting.)
- c. Wingham Paving will perform asphalt resurfacing within the subdivision around Allhands Avenue on Thursday, August 1, 2019 and Friday, August 2, 2019 (weather permitting.)
- d. Wingham Paving will begin milling operations on New Albany Street once all water valve replacement work is completed.



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

Town of Sellersburg Project Updates

July 22, 2019

Community Crossing Funded Projects

2018 Community Crossing Grant – Paving Projects

- *Concrete work, patching and paving all underway.*

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

- *Request Town approval of projects to be included in the CCG Round 2 Application due August 1.*

Road Improvement Projects

Bringham Drive

- *Notice of Award issued to Temple & Temple.*

2019 Annual Paving

- *Final pay application to be processed.*

Utica St & New Albany Street Intersection Improvements

(Design Completion Fall 2019)

- *Field work complete and preliminary schematic underway.*

Utility Improvement Projects

Utility Master Plan (Report Completion EOY 2019)

- *Data Collection is nearing completion. Draw down testing is 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.*
- *JTL has been in the field reviewing drainage issues with the significant rain events that have occurred over the last month.*
- *WWTP assessment complete. Working on compilation of the written assessment.*

Perry Crossing Lift Station Corrosion/Rehabilitation

(Constr. Plan Completion pending review with MP, Property Acq. Dependent)

Working on design. Need easement. Reviewing project with Master Plan components and service area for overall larger sewershed.

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Sunset Hills Pump Station and Valve Vault

*(Construction Plan Completion mid-July, Property Issues Unknown)
Bids to be received at August Meeting. Submitted plans to Town for review.*

WWTP Compliance

Phosphorous NTP issued and reviewing contractor submittals.

Paradise/Helbig

All Terrain Paving & Construction was low bidder. Request project award.

Wastewater On-Call Services

Received modified plans from Oakley for review. Also received development plans for subdivision off of 403.

General On-Call Services

Inserta-Valve installation to begin on Wednesday.

Hampton Court drainage design working on design and USACE permit application.

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

MS4 On-Call Services

Caught up.

Planning & Zoning On-Call Services

Support continues.

**TOWN OF SELLERSBURG
TOWN COUNCIL MEETING MINUTES**

DATE: AUGUST 12, 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: Paul Rhodes

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO ADOPT THE AGENDA AS PRESENTED:

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

APPROVAL OF MINUTES:

July 22, 2019 Town Council Meeting

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

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

1. David Pickel, 1910 Poindexter reference the sidewalk in front of Sellersburg United Methodist Church not being repaired but the sidewalks on both sides were repaired. Requests copy of sidewalk ordinance.
2. David Pickel reference why Penn Street next to Sellersburg United Methodist Church was only partially paved. Public Works Director Lori Kearney advised she will look in to why it was only partially paved.

SUNSET HILLS PUMP STATION | OPEN BIDS (Josh Hillman, Jacobi, Toombs, and Lanz)

Bids received: Dave O'Mara \$281,875.00, Excel Excavating \$420,000.00 and TCI \$296,000.00

Bids will be taken under advisement pending Engineer and Town Attorney review.

ORDINANCES AND RESOLUTIONS:

1. **ORDINANCE NO. 2019 – OR – 020: An Ordinance Declaring an Emergency for the Repair and Replacement of Sanitary Sewer Lines Located on Allhands Avenue.**

1ST Reading: Motion/Second: AMOS/WEBSTER 5-aye, 0-nay, motion approved.

2nd Reading: Motion/Second: WEBSTER/LAMASTER 5-aye, 0-nay, motion approved.

Motion to approve RCI, three week manner, not to exceed \$100,000.00:

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

ORDINANCES AND RESOLUTIONS (continued):

2. **ORDINANCE NO. 2019 – OR – 021: An Ordinance Transferring Certain Funds.**
1ST Reading: Motion/Second: LAMASTER/CONLIN 5-aye, 0-nay, motion approved.
2nd Reading: Motion/Second: WEBSTER/LAMASTER 5-aye, 0-nay, motion approved.
3. **ORDINANCE NO. 2019 – OR – 022: An Ordinance Establishing Conditions and Requirements of Right-of-Way Activity Permit.**
1ST Reading: Motion/Second: WEBSTER/LAMASTER 5-aye, 0-nay, motion approved.
2nd Reading: Motion/Second: LAMASTER/CONLIN 5-aye, 0-nay, motion approved.
4. **ORDINANCE NO. 2019 – OR – 023: An Ordinance Amending the 2019 Salary Ordinance for the Town of Sellersburg, Indiana.**
1ST Reading: Motion/Second: AMOS/LAMASTER 5-aye, 0-nay, motion approved.
2nd Reading: Motion/Second: LAMASTER/AMOS 5-aye, 0-nay, motion approved.

UNFINISHED BUSINESS:

1. **Tesinc Verizon/MCI Metro Projects (Mike Overturf, Permit Engineer - Tesinc, LLC)**
Building Commissioner, Mike Beard, will work with Tesinc to get needed permit.

NEW BUSINESS:

1. **Out-of-Town Sewer Rates | 2006 Autumn Ridge Drive, Sellersburg, IN 47172 (Heather Ligman, Resident) NOT PRESENT**
2. **Out-of-Town Sewer Rates | 7720 Locust Drive, Sellersburg, IN 47172 (Terri Beckett, Resident/Customer)**
Ms. Beckett addresses the Council in reference to not receiving pool adjustments because she is out of Town and requests a copy of the Ordinance or Policy. Public Works Director Lori Kearney will talk with Ms. Beckett.
3. **Fortis / Clarion Project | Booster Station (Larry Heck, Sr.)** This matter was tabled
4. **Discussion: Tri-Township Fire Department (James "Jim" LaMaster, Council)**
Mr. Dale Cook addresses the Council in reference to the new Tri-Township Fire Department and introduces Amir Mousavi, the new Tri-Township Fire Chief effective September 1, 2019.
5. **Liability Insurance | Acceptance of Quote (Paul Rhodes, Town Council President)**
Motion made to accept the quote from Rich & Cartmill, Chris Hancock:
MOTION/SECOND: CONLIN/AMOS 2-aye by Conlin, 3-nays by Webster, Rhodes and LaMaster and 1-abstain by Amos., motion not approved.

Motion made to accept the quote from ISU, Jerry Rauck:
MOTION/SECOND: CONLIN/AMOS 4-aye, 1 nay by Conlin, motion approved.

NEW BUSINESS (continued):

6. **Police Department A/C Repair | Frank H. Monroe Invoice 13021 \$6231.00 (Paul Rhodes, Town Council President)**
Chief Whelan presents this invoice for Council approval and where to pay from:
Motion made to approve invoice and to pay from Rainy Day:
MOTION/SECOND: AMOS/CONLIN 5-aye, 0-nay, motion approved.
7. **Purchase of a 2018 Dodge 550 Dump Truck from John Jones (Brad Amos, Town Council Vice President)**
Motion to table until the end of new business:
MOTION/SECOND: CONLIN/LAMASTER 5-aye, 0-nay, motion approved.
8. **622 W. Utica Street | Property Discussion (Brad Amos, Town Council Vice President)**
No action taken
9. **Building Commission | Additional Appropriations (Mike Beard, Building Commissioner)**
Mr. Beard advises he will have the Town Attorney prepare a transfer ordinance for the next meeting.
10. **Replacement of Inventory/Trash Containers | Additional Appropriation (Lori Kearney, Director of Public Works)**
Ms. Kearney advises she will work on this.
11. **Utility Bill Postage (Lori Kearney, Director of Public Works)**
Public Works Director Lori Kearney requests that the Council increase the Utility Bill Postage fee to fifty-five cents.
MOTION/SECOND: AMOS/LAMASTER 5-aye, 0-nay, motion approved.
12. **Approval to Receive Quotes for an Additional Water Department Vehicle (Lori Kearney, Director of Public Works)**
Public Works Director Lori Kearney presents quotes for a 2019 Ford Escape:
 1. Heritage Ford \$26,000.00
 2. Jim O'Neal Ford \$23,779.00
 3. Carriage Ford \$23,900.01
 4. McCubbins Motors \$24,841.00Motion to accept quote from Jim O'Neal Ford and to purchase the 2019 Ford Escape.
MOTION/SECOND: AMOS/CONLIN 5-aye, 0-nay, motion approved.
13. **Additional Public Works Team Members (Lori Kearney, Director of Public Works)**
Public Works Director Lori Kearney requests that the Council add one additional water team member and one additional wastewater team member:
MOTION/SECOND: LAMASTER/CONLIN 5-aye, 0-nay, motion approved.
Clerk Treasurer Michelle Miller will prepare the salary ordinance amendment for the next meeting.
14. **Purchase of a 2018 Dodge 550 Dump Truck from John Jones (Brad Amos, Town Council Vice President)** Town Council Member Amos advises that John Jones contacted him in reference to purchasing this vehicle and requests approval for purchasing this vehicle for \$55,020.00 under IC 5-22-10-5 to be paid as a water, sewer and civil 3 way split:
MOTION/SECOND: AMOS/CONLIN 4-aye, 1-abstain by Webster, motion approved.

RECEIPT OF STAFF REPORTS:

Josh Hillman, Jacobi, Toombs, and Lanz

1. Presents Project Updates

Lori Kearney, Director of Public Works

1. Requests approval of the payment of the AT&T and Spectrum Bills using her Town Credit Card.
MOTION/SECOND: LAMASTER/AMOS 5-aye, 0-nay, motion approved.

William R. Whelan, Chief of Police

1. Requests vehicle 2789 be deemed salvage and the insurance money put back in Public Safety:
MOTION/SECOND: LAMASTER/AMOS 5-aye, 0-nay, motion approved.

Jacob "Jake" Elder, Town Attorney

1. Requests and Executive Session for 4:45 on August 26th, prior to the Council Meeting reference pending or threatened litigation.
2. Advises he is working on Bean Road dedication.
3. Advises he found a 2018 Dodge Ram 5500 online for \$71,875.00.
4. Advises he is working on figuring out if Butler Road is an alley vs. public road.

COMMENTS FROM COUNCIL MEMBERSHIP (Good of the order):

Brad J. Amos, District 3

1. Makes a motion to increase the Executive Secretary pay to \$1,065.00 per week.
MOTION/SECOND: AMOS/WEBSTER 5-aye, 0-nay, motion approved.
2. Thanks everyone for all their hard work.

Michelle Miller, Clerk-Treasurer

Requests that her Chief Deputy's pay be increased to the same at the Executive Secretary.

ADJOURN:

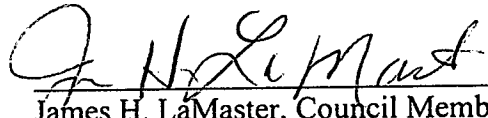
MOTION/SECOND: WEBSTER/CONLIN

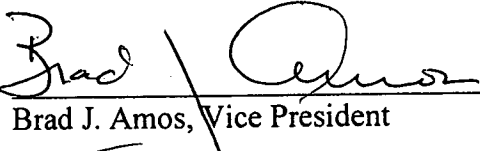
5-aye, 0-nay, motion approved.

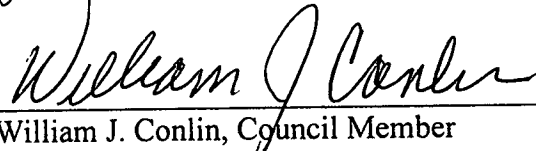
TIME: 7:57 P.M.

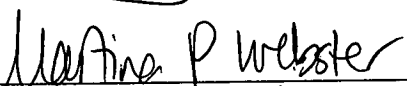
Minutes approved this 26th day of August, 2019


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

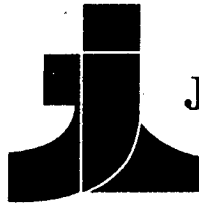
Town of Sellersburg
Town Council Meeting Minutes

Attachment(s):

Jacobi, Toombs & Lanz Current Projects Status Report

Note: All approved contracts/agreements can be located in Gateway using the following link:
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www.sellersburgclerk.com



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

Town of Sellersburg Project Updates

August 12, 2019

Community Crossing Funded Projects

2018 Community Crossing Grant – Paving Projects

- *Project has been slowed due to a collapsing sewer in Allhands. Sewer replacement underway. Patching and paving to start back upon sewer completion.*

2019 CCG Application Assistance

- *Application submitted by Town Staff. Grant award to be announced in October or November.*

Road Improvement Projects

Bringham Drive

- *Notice of Award issued to Temple & Temple. Waiting on contractor to start.*

Utica St & New Albany Street Intersection Improvements

(Design Completion Fall 2019)

- *Preliminary Schematic and Cost Estimate Complete. JTL will review the project with Staff and Council before the next meeting.*

Utility Improvement Projects

Utility Master Plan (Report Completion EOY 2019)

- *Finalizing remaining manhole inspections. Draw down testing is 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.*
- *JTL has been in the field reviewing drainage issues with the significant rain events that have occurred over the last month.*
- *WWTP assessment complete. Working on compilation of the written assessment.*

Perry Crossing Lift Station Corrosion/Rehabilitation

Finalizing sewer shed model for the north sewer service area. Geotechnical exploration to be completed this week.

Sunset Hills Pump Station and Valve Vault

Bids to be opened at tonight's meeting.

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

New Albany, IN • Clarksville, IN • Indianapolis, IN • Louisville, KY

www.jtleng.com

WWTP Compliance

On-going construction administration support.

Paradise/Helbig

Waiting on check for Railroad Permit before construction can begin.

Wastewater On-Call Services

Received modified plans from Oakley for review. Also received development plans for subdivision off of 403.

General On-Call Services

Hampton Court drainage design working on design and USACE permit application.

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

MS4 On-Call Services

Caught up.

Planning & Zoning On-Call Services

Support continues.

Town of Sellersburg
Town Council Budget Workshop
Meeting Minutes

DATE: August 26, 2019

CALLED TO ORDER:

President Paul J. Rhodes called the workshop to order at 4:19 p.m. at the Sellersburg Town Hall, 316 E. Utica Street, Sellersburg, Indiana.

ROLL CALL:

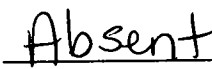
Present: Paul Rhodes, President
Present: Brad Amos, Vice President
Present: Martina Webster, 2nd Vice President
Present: William Conlin, Council Member
Present: James LaMaster, Council Member
Present: Jacob Elder, Town Attorney
Present: Michelle Miller, Clerk Treasurer


TOPIC OF DISCUSSION:

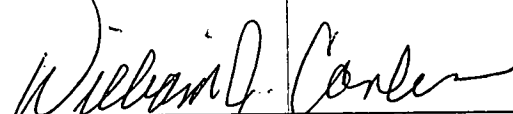
2020 Budget

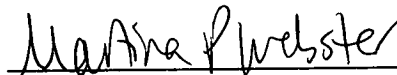
ADJOURNED: ^{5:00 m.m.} ~~4:19~~ p.m.

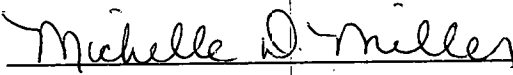

Paul J. Rhodes, President

 Absent
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

Town of Sellersburg
Town Council Executive Session
Meeting Minutes

DATE: August 26, 2015

CALLED TO ORDER:

President Paul J. Rhodes called the meeting to order at 5:06^{NDM} p.m. at the Sellersburg Town Hall, 316 E. Utica Street, Sellersburg, Indiana.

ROLL CALL:

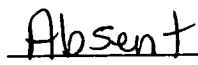
Present: Paul Rhodes, President
Present: Brad Amos, Vice President
Present: Martina Webster, 2nd Vice President
Present: William Conlin, Council Member
Present: James LaMaster, Council Member
Present: Jacob Elder, Town Attorney
Present: Michelle Miller, Clerk Treasurer

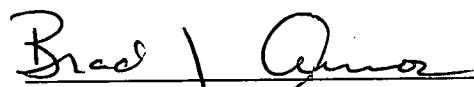
TOPIC OF DISCUSSION:

Pursuant to I.C. 5-14-1.5-6.1(b)(6)(A), the Town Council of Sellersburg, Indiana conducted an Executive Session regarding a legal matter.

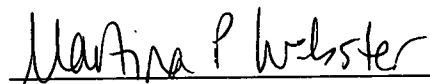
ADJOURNED: 5:15 p.m.

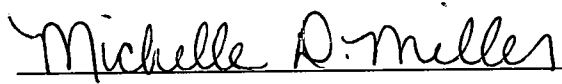

Paul J. Rhodes, President


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

UNFINISHED BUSINESS:

1. **Sunset Hills Valve Vault Project | Award Project 18151 (Josh Hillman, Jacobi, Toombs & Lanz)**

Motion to table:

MOTION/SECOND: WEBSTER/LAMASTER

Vote: 5-aye, 0-nay, motion approved.

2. **Gilola Road Paving Project (Josh Hillman, Jacobi, Toombs & Lanz)**

Mr. Hillman advises that Wingham declined to quote and he received a quote from Allterrain in the amount of \$41,094.00.

MOTION/SECOND: CONLIN/AMOS

Vote: 5-aye, 0-nay, motion approved.

3. **Proposal | Replacement of Inventory/Trash Containers (Lori Kearney, Director of Public Works)**

REMOVED

NEW BUSINESS:

1. **Robert Kelly, 1080 S. Indiana Avenue, request blind person sign and speed bumps and speed limit sign on Butler Road.**

Motion to install two speed limit signs and a "Caution Blind Person" sign on Butler Road:

MOTION/SECOND: WEBSTER/CONLING

Vote: 5-aye, 0-nay, motion approved.

Chief Whelan will get quotes on installing a gate on Butler Road at the entrance to Lakeside.

2. **Rural Membership | Late Fees (Lori Kearney, Director of Public Works)**

Lori Kearney, PWD requests late fees be refunded for Rural Membership. Clerk Treasurer Michelle Miller advised to have Rural Membership sign up for ACH that way the bill will be paid timely every month and no late fee will be incurred. Lori Kearney advises she will recommend they enroll in ACH.

3. **Utility Billing Office Collection Reports | Internal Controls (Michelle Miller, Clerk-Treasurer)**

Requests that the Council direct the Billing Office Manager or the Public Works Director to sign off on the Monthly Utility Billing Office Collection Reports. Public Works Director Lori Kearney advises that she does not have time to review the reports.

4. **Public Records Requests (Michelle Miller, Clerk-Treasurer)**

Advises the Council the importance of timely replying to public records requests in accordance with IC 8-1.5-3.5-3.

5. **Employee Health Insurance (Paul Rhodes, Town Council President)**

Motion made to give the Clerk Treasurer authority to select the Agent of Record for the 2020 Employee Benefits:

MOTION/SECOND: WEBSTER/AMOS

Vote: 3-aye's by Rhodes, Amos and Webster, 2-nay's by

Conlin and LaMaster.

6. **Completion of Proposed 2020 Budget (Paul Rhodes, Town Council President)**

Motion made to complete the 2020 Budget as proposed:

MOTION/SECOND: WEBSTER/CONLIN Vote: 5-ay, 0-nay, motion approved. (figures not provided)

RECEIPT OF STAFF REPORTS:

Josh Hillman (Jacobi, Toombs, & Lanz)

1. Does not have the monthly report due to a power outage.
2. Paving is on hold on Allhands due to sewer repairs.
3. The Sellersburg United Methodist Church sidewalk issue is not a tripping hazard. The part of the sidewalk that does need repaired belongs to the Church and they are looking into repairing it.

Jacob "Jake" Elder, Town Attorney

1. Request approval for Council President Rhodes to sign the closing documents for the purchase of 624 West Utica outside of the Council meeting:

MOTION/SECOND: AMOS/CONLIN

Vote: 5-aye, 0-nay, motion approved.

COMMENTS FROM PUBLIC

Philip A. Jones, requests release letter for sewer for his property on County Line Road. Public Works Director, Lori Kearney, will prepare the letter for Mr. Jones.

Susan Popp, Clark County Clerk announces that polling location for Silver Creek 2 and 3 will be moved from the old Sellersburg Elementary to the American Legion and Silver Creek 4, 5, 6 and 7 will be moved from Silver Creek Middle School to Silver Creek High School Auxiliary gym.

ADJOURN:

MOTION/SECOND: AMOS/WEBSTER

Vote: 5-aye, 0-nay, motion approved.

TIME: 6:33 p.m.

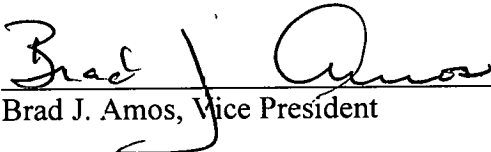
Minutes approved this 23 day of September, 2019



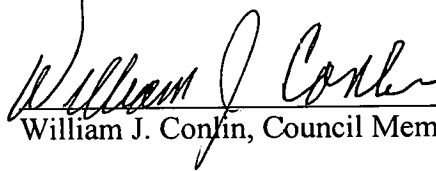
Paul J. Rhodes, President

Absent

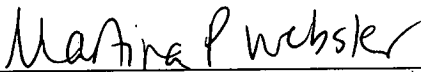
James H. LaMaster, Council Member




Brad J. Amos, Vice President



William J. Conlin, Council Member



Martina P. Webster, 2nd Vice President



Attest: Michelle D. Miller, Clerk Treasurer

Attachment(s): NONE

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**TOWN OF SELLERSBURG
TOWN COUNCIL MEETING MINUTES**

DATE: SEPTEMBER 9, 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
Absent: 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: WEBSTER/LAMASTER

Vote: 4-aye, 0-nay, motion approved.

ORDINANCES AND RESOLUTIONS:

1. ORDINANCE NO. 2019 – OR – 026: An Ordinance Transferring Certain Funds

1st Reading: MOTION/SECOND: AMOS/WEBSTER Vote: 4-aye, 0-nay, motion approved.

2nd Reading: MOTION/SECOND: WEBSTER/LAMASTER Vote: 4-aye, 0-nay, motion approved.

NEW BUSINESS:

1. Boyce Adams, Chief, Sellersburg Volunteer Fire Department

Addresses the Council clarifying previous information given in reference to the Fire Department.

2. Wingham CCMG Change Order #1 Job# 18105 | Cooperdale Paving Project (Nicole Henninger, Jacobi, Toombs, and Lanz)

Amount: \$6,954.70

MOTION/SECOND: AMOS/WEBSTER

Vote: 4-aye, 0-nay, motion approved.

3. RCI Change Order | Cooperdale Paving Project (Eric Plaiss of Jacobi, Toombs, and Lanz)

Motion to table until the next meeting.

MOTION/SECOND: WEBSTER/AMOS

Vote: 4-aye, 0-nay, motion approved.

4. Temple & Temple Change Order #1 Job # 19003 | Covered Bridge Paving Project (Nicole Henninger of Jacobi, Toombs, and Lanz)

Amount: -\$2,140.54

MOTION/SECOND: AMOS/WEBSTER

Vote: 4-aye, 0-nay, motion approved.

5. Heavy Equipment Trailer Quotes (Lori Kearney, Director of Public Works)


Premier Custom Trailers \$8,195.00, Detro Trailers \$7,250.00 and Big Tex \$7,677.00. Public Works Director Kearney recommends the quote from Big Tex who is local and this will be a water and wastewater split.

Motion to accept quote from Big Tex in the amount of \$7,677.00:

MOTION/SECOND: LAMASTER/AMOS

Vote: 4-aye, 0-nay, motion approved.

Minutes approved this 23 day of September, 2019

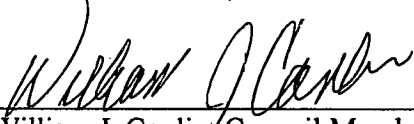


Paul J. Rhodes, President

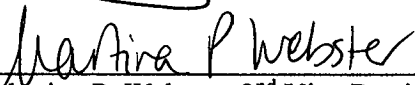
James H. LaMaster, Council Member



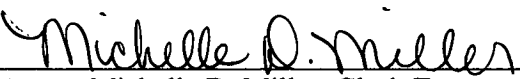
Brad J. Amos, Vice President



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

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

Town of Sellersburg Project Updates

September 9, 2019

Community Crossing Funded Projects

2018 Community Crossing Grant – Paving Projects

- *Project has been slowed due to a collapsing sewer in Allhands. Sewer replacement underway. Patching and paving to start back upon sewer completion.*

2019 CCG Application Assistance

- *Application submitted by Town Staff. Grant award to be announced in October or November.*

Road Improvement Projects

Bringham Drive

- *Notice of Award issued to Temple & Temple. Waiting on contractor to start.*

Utica St & New Albany Street Intersection Improvements

(Design Completion Fall 2019)

- *Preliminary Schematic and Cost Estimate Complete. JTL will review the project with Staff and Council before the next meeting.*

Utility Improvement Projects

Utility Master Plan (Report Completion EOY 2019)

- *Finalizing remaining manhole inspections. Draw down testing is 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.*
- *JTL has been in the field reviewing drainage issues with the significant rain events that have occurred over the last month.*
- *WWTP assessment complete. Working on compilation of the written assessment.*

Perry Crossing Lift Station Corrosion/Rehabilitation

Finalizing sewer shed model for the north sewer service area. Geotechnical exploration to be completed this week.

1829 E. Spring Street, Suite 201
New Albany, IN 47150
812-945-9585
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124 Bell Ave
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New Albany, IN • Clarksville, IN • Indianapolis, IN • Louisville, KY
www.jtleng.com

Sunset Hills Pump Station and Valve Vault

- *Dave O'Mara was the apparent low bidder.*

WWTP Compliance

On-going construction administration support.

Paradise/Helbig

Waiting on check for Railroad Permit before construction can begin.

Wastewater On-Call Services

Received modified plans from Oakley for review. Also received development plans for subdivision off of 403.

General On-Call Services

Hampton Court drainage design working on design and USACE permit application.

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

MS4 On-Call Services

Caught up.

Planning & Zoning On-Call Services

Support continues.

**TOWN OF SELLERSBURG
TOWN COUNCIL MEETING MINUTES**

DATE: SEPTEMBER 23, 2019, 5:30 P.M.

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

PRAYER: Martina Webster

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO AMEND THE AGENDA:

MOTION/SECOND: WEBSTER/CONLIN

VOTE: 4-aye, 0-nay, motion approved.

AMENDMENTS:

Remove #3 under new business and move #4 to #1

MOTION TO ADOPT THE AGENDA AS AMENDED:

MOTION/SECOND: WEBSTER/AMOS

VOTE: 4-aye, 0-nay, motion approved.

APPROVAL OF MINUTES:

August 26, 2019 Executive Session
August 26, 2019 Budget Workshop
August 26, 2019 Town Council Meeting
September 9, 2019 Town Council Meeting
MOTION/SECOND: WEBSTER/CONLIN

VOTE: 4-aye, 0-nay, motion approved.

APPROVAL OF ALLOWANCE CLAIMS:

MOTION/SECOND: WEBSTER/AMOS

VOTE: 4-aye, 0-nay, motion approved.

APPROVAL OF AUGUST AND SEPTEMBER ALLOWANCE DOCKETS:

MOTION/SECOND: AMOS/CONLIN

VOTE: 4-aye, 0-nay, motion approved.

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

Lousel Justice, 218 E St. Joe Rd., addressing Council in reference to a zoning issue he is having with his tattoo shop he is trying to open on E. Utica Street in the old barber shop. Town Attorney Elder will research the issue and get back with Mr. Justice.

ORDINANCES AND RESOLUTIONS:

1. **ORDINANCE NO. 2019 – OR – 027: An Ordinance Disposing of Surplus Personal Property (2005 Crown Vic for the Police Dept.)**
1ST Reading: MOTION/SECOND: WEBSTER/CONLIN VOTE: 4-aye, 0-nay, motion approved.
2nd Reading: MOTION/SECOND: WEBSTER/AMOS VOTE: 4-aye, 0-nay, motion approved.

UNFINISHED BUSINESS:

1. **Sunset Hill Pump Station and Valve Vault Project | Award Project to Dave O'Mara in the amount of \$281,875.00 (Joshua Hillman of Jacobi, Toombs, and Lanz) to be paid out of WW Tap In Fund per Public Works Director Lori Kearney:**
MOTION/SECOND: AMOS/WEBSTER VOTE: 4-aye, 0-nay, motion approved.
2. **Approval of L&I Railroad Agreement for the Paradise Avenue Project, pending Town Attorney's review (Nicole Koeninger of Jacobi, Toombs, and Lanz)**
MOTION/SECOND: WEBSTER/CONLIN VOTE: 4-aye, 0-nay, motion approved.
Motion to approve President Rhodes signing the agreement outside of this meeting:
MOTION/SECOND: WEBSTER/AMOS VOTE: 4-aye, 0-nay, motion approved.

NEW BUSINESS:

1. **Approval of Credit Cards for Water Operator & Compliance Coordinator requested by Lori Kearney, Director of Public Works:**
MOTION/SECOND: AMOS/CONLIN VOTE: 4-aye, 0-nay, motion approved.

Public Works Director Lori Kearney recommends termination of employee number 1555:
MOTION/SECOND: WEBSTER/AMOS VOTE: 4-aye, 0-nay, motion approved.
2. **Kathy Northern, 418 Allhands, requests speed humps on Allhands:**
This will be discussed at the next Council meeting.
3. **Town Offices Landline Phone Provider Change (Councilman, William "Bill" Conlin)**
Councilman Conlin advises that this has been taken care of.

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

Terry Langford reference water seeping up on Emerald/Celesta Way. Public Works Director Lori Kearney advises she will check it out.

RECEIPT OF STAFF REPORTS:

Josh Hillman (Jacobi, Toombs, & Lanz)

1. Verbal Monthly Project Status Update
 - a. CCMG ninety percent complete
 - b. Bringham has been patched and will be resurfaced next week
 - c. Giola is under preconstruction

TOWN OF SELLERSBURG
TOWN COUNCIL MEETING MINUTES
SEPTEMBER 23, 2019

William R. Whelan, Chief of Police

1. Butler Road Update: Waiting for second quote for two 25' sliding gates.

Brad J. Amos, District 3

1. Advises there is a need for a citizen notification system
2. Asks for update on Bringham drive, Josh Hillman advised it is in the preconstruction phase
3. Advises of the loss of Donnie Graf
4. Makes a motion to get bids to demo house at 624 W. Utica St.:
MOTION/SECOND: AMOS/WEBSER VOTE: 4-aye, 0-nay, motion approved.
5. Advises he would like to get an appraisal of the Water and Sewer utilities for the Master Plan and for possibly selling the utilities.
Town Attorney Elder will contact Umbaugh reference getting the appraisal.
6. Advises that the Street Dance will be October 5th.

Michelle Miller, Clerk-Treasurer

1. Presents copies of August Fund Report to each Council member present.


ADJOURN:


MOTION/SECOND: AMOS/WEBSTER

VOTE: 4-aye, 0-nay, motion approved.

TIME: 6:22 P.M.

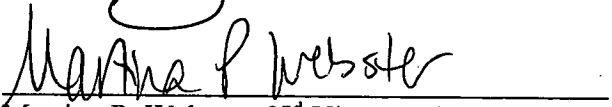
Minutes approved this 14 day of October, 2019

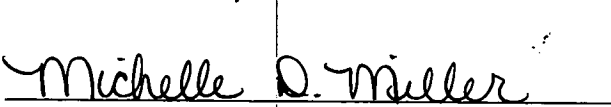

Paul J. Rhodes, President


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): None

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

Installed by the TOWN OF SELLERSBURG-2015

Fund Report

All Funds

For the month of August 2019

Grouped By Bank

Ordered By Bank, Fund

AUGUST 2019 FUND REPORT

FUND TITLE	BALANCE BEG OF YEAR	REVENUE YTD	DISBURSED YTD	BALANCE BEG OF MONTH	REVENUE MTD	DISBURSED MTD	CURRENT BALANCE
**Bank 2							
701 PAYROLL NET SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
702 PAYROLL DIRECT DEPOSIT CL	0.00	1227192.11	1227192.11	0.00	214188.76	214188.76	0.00
731 PAYROLL FEDERAL W/H	0.00	148506.00	148506.00	0.00	23932.93	23932.93	0.00
732 PAYROLL FICA	0.00	110725.51	110725.51	0.00	20650.76	20650.76	0.00
733 PAYROLL MEDICARE WH	0.00	44062.76	44062.76	0.00	7740.62	7740.62	0.00
734 PAYROLL STATE WH	0.00	47145.79	47145.79	0.00	7921.81	7921.81	0.00
735 PAYROLL COUNTY WH	0.00	28296.05	28296.05	0.00	4730.93	4730.93	0.00
737 PAYROLL POLICE PERF 77	0.00	17553.50	17553.50	0.00	2866.26	2866.26	0.00
750 PAYROLL HEALTH INS.	2328.80	20802.45	18401.99	3152.84	4729.26	3152.84	4729.26
751 PAYROLL AFLAC	298.20	2044.69	2037.01	204.79	332.01	230.92	305.88
752 PAYROLL AFLAC LIFE	15.20	134.18	122.40	21.10	21.18	15.30	26.98
753 PAYROLL AUL LIFE	62.58	721.86	658.48	94.33	113.94	82.31	125.96
754 PAYROLL AUL VOL LIFE	403.57	5648.29	5896.00	-49.93	941.99	736.20	155.86
755 PAYROLL VISION INS	280.94	3129.77	3100.58	138.73	617.10	445.70	310.13
756 PAYROLL 457 DEF COMP	0.00	9622.60	9622.60	0.00	1537.93	1537.93	0.00
757 PAYROLL 457 LOAN REPAYMEN	0.00	8567.07	8567.07	0.00	1143.66	1143.66	0.00
780 PAYROLL CHILD SUPPORT	0.00	4190.00	4190.00	0.00	1190.00	1190.00	0.00
782 PAYROLL GARNISHMENT	0.00	3165.58	3165.58	0.00	863.34	863.34	0.00
799 PAYROLL MISC	426.93	0.00	426.93	0.00	0.00	0.00	0.00
SubTotal Bank 2	3816.22	1681508.21	1679670.36	3561.86	293522.48	291430.27	5654.07
**Bank 4							
101 GENERAL FUND	2532475.73	2299483.65	2815935.47	2265377.71	173942.41	423296.21	2016023.91
102 CCMG 2017 SHIRLEY/PRATHER PROJECT	542165.33	0.00	420984.75	121180.58	0.00	0.00	121180.58
105 CCMG DES#:1802708 N NEW ALBANY	0.00	175970.05	19339.11	175969.60	0.45	19339.11	156630.94
106 CCMG DES#:1802706 DOWNTOWN PAVING	0.00	296166.35	229298.49	222124.76	74041.59	229298.49	66867.86

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107 CCMG DES#:1802721 COOPERDALE	0.00	237500.05	51978.66	0.00	237500.05	51978.66	185521.39
201 MOTOR VEHICLE HIGHWAY	304985.85	86512.59	71344.43	318675.85	5865.46	4387.30	320154.01
202 LOCAL ROAD & STREET	261709.47	80293.37	100000.00	237088.59	4914.25	0.00	242002.84
203 MVH RESTRICTED	0.00	85812.60	0.00	80247.14	5565.46	0.00	85812.60
204 PARK & RECREATION	322617.91	167588.65	107738.01	405637.38	6891.47	30060.30	382468.55
217 WILKERSON PARK MEMORIAL	1496.86	0.00	222.61	1274.25	0.00	0.00	1274.25
228 RETIREE'S INSURANCE FUND	123440.00	4800.00	0.00	127880.00	360.00	0.00	128240.00
229 LIT/PUBLIC SAFETY FUND	129676.77	177016.36	228942.43	114837.80	19690.92	56778.02	77750.70
233 LECE	74384.60	4484.00	1113.59	77285.01	470.00	0.00	77755.01
256 POLICE GRANTS	7270.45	0.00	19375.92	-9854.35	0.00	2251.12	-12105.47
257 LIT SPECIAL DISTRIBUTION	81141.71	0.00	0.00	81141.71	0.00	0.00	81141.71
258 POLICE STATION FUND	113.60	0.00	0.00	113.60	0.00	0.00	113.60
260 HUMANA REBATE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
401 CUM CAP IMP - CIG TAX	88911.74	6763.93	18137.33	77538.34	0.00	0.00	77538.34
402 CUM CAP DEVELOPMENT	0.15	0.00	0.00	0.15	0.00	0.00	0.15
405 RAINY DAY	483910.14	369382.93	90413.93	699727.21	69382.93	6231.00	762879.14
406 CEDIT	882968.28	155991.68	16448.09	1005149.68	17380.96	18.77	1022511.87
444 TIF FUND	693720.55	122226.28	32145.70	786976.13	0.00	3175.00	783801.13
445 TIF BAN	5791.10	0.00	5791.10	0.00	0.00	0.00	0.00
446 SPD CHRISTMAS FOR KIDS	18325.70	3000.00	0.00	21325.70	0.00	0.00	21325.70
502 POOL/POLICE PETTY CASH FUND	600.00	0.00	300.00	300.00	0.00	0.00	300.00
601 WATER OPERATING FUND	2213899.52	1615458.56	1960374.66	1860545.51	272340.94	263903.03	1868983.42
604 UTILITY METER DEPOSIT	179169.51	0.00	551.51	178618.00	0.00	0.00	178618.00
605 WATER BOND DEBT SERVICE	597456.00	0.00	0.00	597456.00	0.00	0.00	597456.00
606 WW OPERATING	946347.01	1114211.38	1739161.94	360039.70	171941.02	210584.27	321396.45
607 WW BOND & INTEREST	0.00	174650.50	115537.50	39409.00	19704.00	0.00	59113.00
609 WATER BOND SINKING FUND	0.00	433259.63	289715.63	95695.00	47849.00	0.00	143544.00

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AUGUST 2019 FUND REPORT

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610 WATER CAPITOL IMPROVEMENT	189560.84	45376.05	190891.84	42714.05	1331.00	0.00	44045.05
613 WW BOND DEBT SERVICE	128997.00	0.00	8997.00	120000.00	0.00	0.00	120000.00
617 WATER CASH CHANGE FUND	450.00	0.00	0.00	450.00	0.00	0.00	450.00
626 WW TAP-IN	951028.12	85113.88	600.00	1013444.92	22097.08	0.00	1035542.00
627 WW EXPANSION	860223.67	80283.76	0.00	929507.43	11000.00	0.00	940507.43
703 METRO POLICE PENSION	174035.39	44378.98	59997.60	165951.43	0.00	7534.66	158416.77
SubTotal Bank 4	12796873.00	7865725.23	8595337.30	12213827.88	1162268.99	1308835.94	12067260.93
*** GRAND TOTAL ***	12800689.22	9547233.44	10275007.66	12217389.74	1455791.47	1600266.21	12072915.00

**TOWN OF SELLERSBURG
TOWN COUNCIL MEETING MINUTES**

DATE: OCTOBER 14, 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: Martina Webster

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO AMEND THE AGENDA:

MOTION/SECOND/VOTE: WEBSTER/CONLIN

5-aye, 0-nay, motion approved.

AMENDMENTS:

Move comments from public on agenda items under approval of minutes.

MOTION TO ADOPT THE AGENDA AS AMENDED:

MOTION/SECOND/VOTE: WEBSTER/AMOS

5-aye, 0-nay, motion approved.

APPROVAL OF MINUTES:

September 23, 2019 Town Council Meeting

MOTION/SECOND/VOTE: WEBSTER/CONLIN

5-aye, 0-nay, motion approved.

Motion to close Regular Meeting at 5:34 p.m.

MOTION/SECOND/VOTE: WEBSTER/AMOS

5-aye, 0-nay, motion approved.

2020 BUDGET PRE-ADOPTION PUBLIC HEARING

Motion to close the Pre-Adoption Public Hearing:

MOTION/SECOND/VOTE: AMOS/WEBSTER

5-aye, 0-nay, motion approved.

Motion to close Regular Meeting at 5:34 p.m. and open the Public Meeting for the Housing Authority:

MOTION/SECOND/VOTE: WEBSTER/AMOS

5-aye, 0-nay, motion approved.

2019-OR-030 | An Ordinance Dissolving the Sellersburg Housing Authority.

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.

Motion to adjourn the public meeting at 5:41 p.m.:

MOTION/SECOND/VOTE: AMOS/CONLIN

5-aye, 0-nay, motion approved.

Motion to reconvene the regular meeting at 5:41 p.m.:

MOTION/SECOND/VOTE: AMOS/CONLIN

5-aye, 0-nay, motion approved.

ORDINANCES AND RESOLUTIONS:

1. 2019-OR-028 | An Ordinance Transferring Certain Funds

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

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

2. 2019-OR-029 | An Ordinance Declaring an Emergency for the Repair of the Town's Water and Sewer Utilities Located at Highway 31 and St. Paul Street.

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

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

UNFINISHED BUSINESS:

1. Cooperdale Resident Request for Speed Humps | Continued Discussion (Kathy Northern, Resident not present)

Motion to grant Ms. Northern's (previous) request for a speed hump on Allhands Avenue:

MOTION/SECOND/VOTE: CONLIN/fails for lack of second

2. Quote Approval for installation of gates on Butler Road (William R. Whelan, Chief of Police)

Presents quote from Cardinal Fence in the amount of \$13,793.00 and states the other quote was about \$20,000.00.

Motion to approve quote from Cardinal Fence in the amount of \$13,793.00:

MOTION/SECOND/VOTE: WEBSTER/AMOS

5-aye, 0-nay, motion approved.

Motion to pay out of EDIT:

MOTION/SECOND/VOTE: WEBSTER/AMOS

5-aye, 0-nay, motion approved.

3. Hampton Court Drainage | Project Status Update & Work Order Request (Josh Hillman of Jacobi, Toombs, and Lanz & Jennifer Gatti, Resident)

Motion to get optional bids on Hampton Court.

MOTION/SECOND/VOTE: AMOS/CONLIN

5-aye, 0-nay, motion approved.

4. Public Works Equipment Trailer Quote | 17.5K tandem equipment 83 x 22" 5' stand up ramps, model/part#: 16ET-19+3 (Lori Kearney, Director of Public Works)

Kearney presents invoice in the amount of \$7,371.00 from Big Tex for a 17.5k tandem equipment 83 x 22: 5' stand up ramps. Chief Deputy Clerk Treasurer Robin Jones asks Town Attorney Elder if Ms. Kearney needs additional quotes, as this is not one of the original quotes presented at the previous meeting, and Mr. Elder stated that no additional quotes are needed.

MOTION/SECOND/VOTE: LAMASTER/AMOS

5-aye, 0-nay, motion approved.

NOTE: The Town Council approved a different amount and trailer at the last meeting.

NEW BUSINESS:

1. **Out-of-Town Summer Sewer Rates (Ethan McKinney, Resident)** Not Present
2. **Town Hall Locked Doors (Councilman William "Bill" Conlin)**
Motion to have a live person setting in Michelle Medcalf's chair when she is not present:
MOTION/SECOND/VOTE: CONLIN/Fails for lack of second.
3. **Hwy 60 Altitude Valve Replacement (Shannon Strulson, Water Operator)**
Quotes presented from Layne in the amount of \$11,169.00 and National Water Services LLC in the amount of \$14,595.28 and no response was received for the third quote request.
Motion to accept the quote from Layne in the amount of \$11,169.00 to be paid out of the water operating fund:
MOTION/SECOND/VOTE: LAMASTER/AMOS 5-aye, 0-nay, motion approved.

4. **High Spirits Management, Inc. | Status of Contract Engagement with the Town (Kimberly and Michael McFadden, High Spirits Management)**
Mrs. McFadden presents a follow up report (copy attached) and a memorandum (copy attached) to the Council asking the Council to take immediate corrective action by adopting and approving the following two motions:

Motion 1: The Director of Public Works will immediately implement and document changes to all processes, procedures and policies to eliminate any and all conflicts with the authority of responsibilities of a Certified Operator in Responsible Charge, including but not limited to, work order processes, communications, resource allocation and prioritization.

Motion 2: To ensure that the Town Council receives the timely information required to fulfill its role as Owner of the Sellersburg Water System and to properly ensure accountability-

- a. The CORC of the Sellersburg Water Treatment and Distribution Systems will directly provide a staff report to the Town Council at its regular meetings, and as otherwise required.
- b. The role description of the Director of Public Works will be rewritten to clarify role accountabilities for this position, especially with regard to required support of the regulatory compliant role of CORC of Sellersburg Water System; changes to be effective immediately.

Motion to approve Motion 1 and 2 as recommended by High Spirits Management:
MOTION/SECOND/VOTE: CONLIN/Amos, then Amos removes his second, Fails for lack of second.

Motion to approve Motion 1 as recommended by High Spirits Management:
MOTION/SECOND/VOTE: AMOS/WEBSTER 5-aye, 0-nay, motion approved.

A workshop was scheduled for Monday, October 28, 2019 at 4:00 p.m. to discuss Motion 2 as recommended by High Spirits Management.

5. **Discussion | Proposal: Comprehensive Plan & Ordinances (Jacob "Jake" Elder, Town Attorney)**
Attorney Elder presents proposal from Taylor, Siefker and Williams in the amount of \$90,000.00 for the Comprehensive Plan and Ordinance Update | Discussion Only, no action taken.

6. Demolition of 624 W. Utica | Bid Opening (Brad Amos, Town Council Vice President)

Bids opened by Brad Amos:

1. JHB General Contracting \$9,250.00
2. Wooldridge \$10,664.00
3. Times2LLC \$9,720.00

Motion to accept bid from JHB General Contracting in the amount of \$9,250.00 pending Town Attorney's review:

MOTION/SECOND/VOTE: AMOS/WEBSTER

5-aye, 0-nay, motion approved.

7. Emergency Repairs Contract | Request to Obtain Quotes (Josh Hillman, Jacobi, Toombs and Lanz)

Motion to authorize Jacobi, Toombs & Lanz to get bids:

MOTION/SECOND/VOTE: AMOS/WEBSTER

5-aye, 0-nay, motion approved.

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

Craig Walts of Sellersburg United Methodist Church request permission to close Penn St. at New Albany Street to the end of the Church parking lot, from 6:00 to 7:30 p.m. for their annual Trunk or Treat on October 23rd. Council advises Mr. Walts to get permission from the local residents and Assistant Chief of Police Matt Adams advises the Police Department will have officers there and will provide the traffic cones to close Penn St.

RECEIPT OF STAFF REPORTS:

Josh Hillman, Jacobi, Toombs, and Lanz

1. Monthly project status updates

COMMENTS FROM COUNCIL MEMEBERSHIP:

Brad J. Amos, District 3

1. High School Trick or Treat will be October 26th from 5-8 p.m.
2. Thanks the Housing Board
3. Thanks Michelle Miller for taking down the ferns and banners at Wilkerson Park
4. Thanks Jacobi, Toombs & Lanz and Lori for their work on the Community Crossings Grant

Martina Webster, District 1

Makes a motion for the Redevelopment Commission, Planning Commission, Board of Zoning Appeals and Building Commissioner to use EDIT funds effective January 1, 2020.

MOTION/SECOND/VOTE: WEBSTER/CONLIN

5-aye, 0-nay, motion approved.

Paul J. Rhodes, At-Large

Presents letter from Indiana Department of Transportation for the Community Crossings Matching Grant Fund 2019-2 (copy attached).

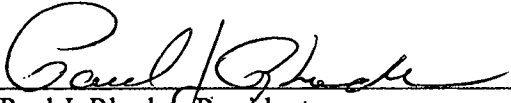
ADJOURN:

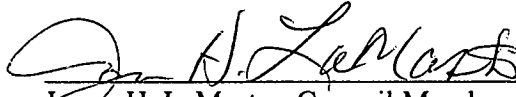
MOTION/SECOND/VOTE: AMOS/CONLIN


5-aye, 0-nay, motion approved.

TIME: 8:09 P.M.

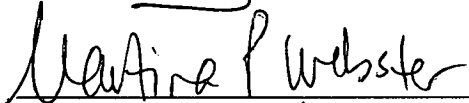
Minutes approved this 28th day of October, 2019

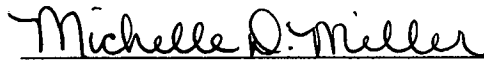

Paul J. Rhodes, President


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):

High Spirits Management Follow-up Status Report
High Spirits Management Memorandum
Jacobi, Toombs & Lanz Current Projects Status Report
INDOT CCMG Letter

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

High Spirits Management

7007 Carl Ross Dr. Charlestown, IN 47111 | 812-697-4003 | kamcfadden08@gmail.com

Follow-up Status Report

Recommendations & Action Requests

(IN5210010 – Sellersburg Water Department, Sellersburg, IN)

These topics are not all inclusive but represent the main areas of concern regarding the effective, compliant operation of the Sellersburg Water Department. The dated citations in this document do not reflect all requests for input/action/feedback but are included for reference and convenience. Red text identifies areas of greatest concern and compliance status with regulatory mandates. Orange text indicates new or changing requirements that require near-term action.

As of October 8, 2019

Compliance Issues —

Report/Request Date	Description	Action Required
May 18, 2018	<p>Certified Operator in Responsible Charge <u>Certified Operator in Responsible Charge (CORC)</u> The United States Environmental Protection Agency (USEPA) and the Indiana Department of Environmental Management (IDEM) regulations require that public water systems have a designated, certified individual in charge. That person is known as the "certified operator in responsible charge."¹ The Sellersburg Public Water System, due to its characteristics, requires the following certifications:</p> <ul style="list-style-type: none"> ○ Certified operator (Distribution System Large - DSL) ○ Certified operator (Water Treatment 3 - WT3) ○ Both roles are often filled by a single individual with the required certifications. <p>All decisions involving or affecting the quantity or quality of water must be made by the CORC. Sufficient staff resources must be made available under the direction of the Water Department CORC to prevent conflicts in priorities, to meet the requirements of regulation mandated programs, and to ensure proper water quantity and water quality for the residents of the Town of Sellersburg.</p> <ul style="list-style-type: none"> • August 27, 2018: Reported <i>again</i> that lack of follow-through on required communication is of great concern • September 2019: Documentation from IDEM on necessary content of advisories distributed again. <p>Example - September 23, 2019: Work Order Handling In the current work environment, work orders are issued that the CORC has had no input on or visibility to. Work orders are sometimes lost and not accounted for. <i>At minimum</i>, these work orders should be discussed in advance with the CORC, duplicated, with a copy sent same day to the CORC to maintain in records and to follow-up on, as needed.</p>	<ul style="list-style-type: none"> • Procedural changes required • Structural changes required • Position descriptions require revision to ensure roles support compliant operations • Recordkeeping steps must be taken

Report/Request Date	Description	Action Required
May 18, 2018	<p>Organization Roles & Responsibilities The inadequate organizational structure and staffing model has led to noncompliance and/or a lack of acceptable performance in almost every key area of operation in the drinking water system for the Town of Sellersburg.</p> <p>Requested to draft descriptions of the key knowledge, skills and experience requirements for the Water Superintendent along with staffing recommendations and position descriptions of roles in water distribution and treatment. Asked to prepare the same for wastewater/collections. <i>The structure of the Water Department going forward will have a critical impact on the effective performance of the system and its operators.</i></p> <ul style="list-style-type: none"> • CORC for drinking water and CORC for wastewater need to be held separately and directly responsible to Town Board. 	<ul style="list-style-type: none"> • Confirm that the board has had an opportunity to review full recommendation • Incorporate any board feedback into documentation • Procedural / structural and staffing changes required
May 18, 2018	<p>Recordkeeping — Out of compliance System will be deemed out of compliance if any of these records are not kept for a minimum of 3 years. All of these should be stored at the water plant but some are not. If they are stored elsewhere, no one has been able to produce them for my review.</p> <ul style="list-style-type: none"> • Chain of custody for all samples • Actions to correct violations • Bacteriological analysis • Variance or exemption • Chemical analysis • Sanitary survey reports • All lead and copper data • Notice of Intent – IDEM and any supporting docs 	<ul style="list-style-type: none"> • Establish recordkeeping system and procedures • Maintain all records at the plant, relocating current records as needed
June 18, 2018	<p>Cross-connection Control (CCC) – Out of compliance <u>CCC Ordinance</u> <i>Cross-connection control is a program mandated by Indiana regulations and USEPA. This state of noncompliance is a matter of public health and could create serious liability for the Town. A draft ordinance was created and shared for feedback from the Town attorney and others in June 2018.</i></p> <p><u>CCC Policy and Questionnaire</u> Developed drafts and provided these on March 27, 2019. These tools provide necessary guidance for regulation mandated program implementation.</p> <ul style="list-style-type: none"> • June 18, 2018: Prepared a summary of the main responsibilities involved in a CCC program and made recommendation that this program be prioritized and acted upon soon. • July 23, 2018 and several weeks following: Requested feedback from attorney review of ordinance to incorporate into a final draft ordinance. • January 14, 2019: Provided Lori feedback on updated draft ordinance for her review. • January 14, 2019: I provided to Seth IDEM's manual on CCC programs since he was asked by Lori to begin looking into what is required to implement one. • March 27, 2019: Provided policy draft and questionnaire draft for review and implementation in program. • No further action has been taken and no further feedback has been received. 	<ul style="list-style-type: none"> • Attorney feedback on draft and final version created for ordinance • Feedback on policy, questionnaire and ordinance coordination so that all can be finalized for implementation. • Board review/approval • Implementation of ordinance and program

Report/Request Date	Description	Action Required
June 18, 2018	<p>Meter Program — Out of compliance <i>Indiana regulations (IAC 327 Section 8) require that 10% of all meters in a system be tested or changed out annually.</i> The program ensures that the Town is getting the proper revenue for treated water supplied to customers. Large meters (2" and larger) must also be included in the program. The "meter change-outs" being done in Sellersburg are non-complaint and are not responsive to the regulation as they replace the register, not the meter itself. It is wear on the meter's <i>internal parts</i> that cause lower measurements. The potential for economic loss can be staggering if a large proportion of the system's meters are significantly under-registering. This program typically pays for itself.</p> <ul style="list-style-type: none"> • November 12, 2018: Recommended that the Town's water ordinances be reviewed for language regarding testing and responsibility for costs if customer makes test request. Ordinances should be amended to include this language, if absent currently. • March 11, 2019: Received information on the system's meter-related activity in 2018, however the material did not include sufficient records to enable evaluation of the program. Data needs to include meter locations, sizes, types, ages, maintenance and equipment used, schedule of past and upcoming meter changes with dates. 	<ul style="list-style-type: none"> • Review and amend water ordinances as required • Identify all large meters and prioritize these based on last known test date. • Establish schedule and assign test or replacement dates to every meter in the system - 10% each year. • Establish budget for program. • Implement appropriate policy, program and recordkeeping.
July 13, 2018	<p>Safety Programs - Equipment — Out of compliance A self-contained breathing apparatus (SCBA) is required at the plant for safety should an issue arise with chlorine leaks there. ISI Air Tanks (502-297-8180) informed us on May 28, 2018 that the SCBA at the plant cannot be serviced as it is obsolete.</p> <ul style="list-style-type: none"> • October 29, 2018: A new SCBA was supposed to be supplied to the plant from the local fire department but was never received. • A fitting is required for all personnel who may be expected to use the SCBA. 	<ul style="list-style-type: none"> • Obtain SCBA from fire department. • Schedule SCBA fitting for water system personnel with hospital.
July 30, 2018	<p>Vulnerability Assessment - Out of compliance Required by USEPA. Reviewed the original and outdated vulnerability assessment (dated March 29, 2004) for the water system. This plan was specific to the old treatment plant. An updated vulnerability assessment is required for the new plant and booster station. We used any relevant data from the old plan to create a draft Emergency Response Plan for review. Further update is required. No response has been received.</p> <p>March 11, 2019: New Risk and Resilience Assessment Requirements America's Water Infrastructure Act of 2018 requires the system to conduct a risk and resilience assessment and certify completion to USEPA. USEPA recommends the use of standards, including AWWA J100-10 Risk and Resilience Management of Water and Wastewater Systems to facilitate sound assessments.</p>	<ul style="list-style-type: none"> • Assessment update needs to be assigned and coordination started. • Send final to USEPA ASAP • Certification under new, additional requirements due by or before June 30, 2021 to USEPA

Report/Request Date	Description	Action Required
July 30, 2018	<p>Emergency Response Plan – Out of compliance Required by IDEM. This plan is expected to be a “living document” updated at least annually. It is to be kept at the water treatment plant for IDEM review. A draft plan was produced and submitted for review and feedback. Requested a copy of the Wastewater plant’s ERP in order to identify possible synergies between the two systems for training and response requirements.</p> <p>March 11, 2019: New, Additional Emergency Response Plan Requirements America’s Water Infrastructure Act of 2018 requires the system to update an Emergency Response Plan based on the risk and resilience assessment certification and certify completion to USEPA.</p>	<ul style="list-style-type: none"> • Feedback required for creation of next draft of ERP – current requirements. • Copy of Wastewater plant’s ERP needed for review to identify optys for coordination • Certification due by or before December 30, 2021 to USEPA for new requirements
February 11, 2019	<p>Inadequate Fire Flow in Riverside — Liability issue Strongly recommend action to remedy situation described in brief sent to Lori Kearney (dated February 4, 2019) in order to remove potential liability from the Town should fire break out in that area. Recommendation summary:</p> <ul style="list-style-type: none"> • Discuss with Town’s attorney what the potential liability to the town is if there were a fire and the system could not provide adequate fire flow to that area • Put a hold on any demolition order for two water storage tanks in the area until an evaluation of liability and renovation costs can be made • Request at least 2 – 3 water storage companies send professionals to evaluate the tanks and offer recommendations with estimates on putting them back in service 	<ul style="list-style-type: none"> • Need update on any action taken • Need update on status of water tanks in area • Need update on attorney feedback • Need contingency recommendation in writing if no action is expected.
June 10, 2019	<p>Water Use Analysis (Audit) & Recommendation Based on a conservative approach, this analysis indicates that the <i>Town of Sellersburg is losing roughly \$1M each year because of water losses. AWWA considers losses over 25% to be concerning and in need of a plan to remedy. IDEM allows for 15% loss only.</i> (Report available for review.)</p> <ol style="list-style-type: none"> 1. Perform a water audit using the free software tool from AWWA to evaluate revenue and non-revenue water as a current baseline. The plant has this tool. 2. Implement an aggressive meter change-out program. This will also address a current gap in compliance 3. Evaluate the results and determine priorities and next steps as part of a water loss control plan. <p>September 11, 2019: Water Audit Now Mandated by State of IN The Indiana General Assembly has enacted new requirements (Senate Enrolled Act 4) for drinking water utilities. A water audit is one of these. No cost water audit training sessions will be available December 2019 – March 2020. See the IFA website for session information.</p>	<ul style="list-style-type: none"> • Develop a water loss control plan for the Sellersburg Water System. • Implement an aggressive meter change-out program. • Sign-up for water audit training. • First audit is due to the Indiana Finance Authority (IFA) on or before August 1, 2020 and every even numbered year thereafter.

Report/Request Date	Description	Action Required
September 11, 2019	<p>New Participation in Regional Water Planning Meetings Req't The Indiana General Assembly has enacted new requirements (Senate Enrolled Act 4) for drinking water utilities. Planning meetings will be organized by IFA beginning in 2020. Participation is required to maintain eligibility for assistance from the State Revolving Fund Program.</p> <p>Recommend seeing if the water system can obtain the Southeastern Indiana Water Supply Study, which was completed in 2018.</p>	<ul style="list-style-type: none"> • Obtain info from IFA website and plan to participate in meetings. • Obtain a copy of the regional study for our area and make available for review by board and others
October 7, 2019	<p>Change Lab to Beckmar Environmental Laboratory The current lab used by Sellersburg Water does not accept samples on Fridays or the weekends. If an emergency arises where bacteriological samples must be tested, this lab cannot provide the necessary services. Beckmar Environmental Lab will pick-up routine samples from our plant, so no travel to their location is required except in emergency situations. They do accept samples on Fridays and the weekend and will meet our operators to handle emergency requirements. We strongly recommend changing our laboratory to Beckmar Environmental Laboratory for these reasons.</p>	<ul style="list-style-type: none"> • Notify current lab and switch business to Beckmar • Update procedures with plant personnel

Operational Improvements —

Report/Request Date	Description	Action Required
September 17, 2018	<p>Cross-Training It is important to have cross-trained resources so that the utility has flexible staffing for vacations, illness coverage, retirement of knowledgeable employees and other personnel losses. A systematic training program does not appear to exist. Currently and for some time, Seth has had no back-up for work in the distribution system. Once both Seth and Shannon have their respective certifications, this may be resolved with some weakness still in the distribution system.</p> <ul style="list-style-type: none"> • Individuals assigned to training on proper procedures for system flushing and hydrant repair in November 2018. Trained resources not retained in distribution system. • Eric started orientation on testing procedures in March, but did not complete training • James started orientation on testing procedures in March, but did not complete training – left for another opportunity • Eric began orientation on procedures again in September 2019 but, again, no follow-through 	<ul style="list-style-type: none"> • Identification of individual(s) for training in distribution and water treatment and consistent follow-through.
October 15, 2018	<p>Lead Service Line Inventory Information request from IDEM has to do with ownership of the service lines and whether/how much of the line contains lead. A copy of this completed report is needed at the plant and should be maintained with the rest of the system documentation. Tim Parmenter completed and submitted this report to IDEM in October.</p>	<ul style="list-style-type: none"> • Need copy of report to retain in file at the water plant.
January 4, 2019	<p>Manganese Treatment Recommendation (Addressing "brown" water) When ammonia levels rise in the raw water, we cannot apply enough chlorine to battle the ammonia from raw water wells and still oxidize the manganese. Strongly recommend using a treatment technique other than chlorine to address manganese – either potassium permanganate or greensand filtration, with greensand being preferred. The high levels of chlorine being used are damaging to equipment (deteriorating filters). This situation, along with other factors, was a root cause of "brown water" complaints. Not doing anything is not a solution.</p> <ul style="list-style-type: none"> • March 4, 2019: Offered to assist with information-gathering on greensand filtration. Material provided. 	<ul style="list-style-type: none"> • Need decision on alternate treatment technique so that steps can be made to implement.
June 10, 2019	<p>O&M Manual Required by IDEM. Curry & Associates was assigned to develop an O&M manual for the plant, which is an important deliverable due to the system from their engagement on its design and installation. It has not yet been received. Lester of Curry & Associates was working on this as of June.</p> <ul style="list-style-type: none"> • In September 2018, the plant experienced a valve replacement emergency. As a consequence, there is one "backward" valve (left-hand instead of right-hand) that needs to be known and understood by all operators. This needs to be included in O&M manual. Aeralater #2, Cell #2 Backwash Valve. 	<ul style="list-style-type: none"> • Follow-up to ensure delivery of O&M manual from Curry & Associates • Review and ensure notation about valve is made.

Report/Request Date	Description	Action Required
September 9, 2019	<p>Switch system from powder to liquid fluoride High Spirits recommended that the Sellersburg Water Treatment Plant switch from powder to liquid fluoride in order to prevent injectors from clogging, to provide for more steadier readings, and for improved operator safety. This recommendation was approved.</p>	<ul style="list-style-type: none"> • Follow-up with Water Solutions Unlimited to ensure that switch is made by or before end of November 2019.
September 16, 2019	<p>Capital Improvement Need Survey - Possible Participation Determine if there is a need and interest in participating in the survey of capital improvement needs and follow-up with the Indiana Finance Authority (IFA) for additional information. The results of this survey determine the amount of money Indiana's state revolving loan fund (SRF) program receives, which in turn determines the amount of money SRF can make available to drinking water utilities for the next four years. Contact is Sarah Hudson, 317-232-2812</p>	<ul style="list-style-type: none"> • Follow-up on interest and obtain necessary info on status.
September 16, 2019	<p>Assessment of Lead in Public School and Childcare Drinking Water Program Participation Determine if there is a need or an interest in participating in a voluntary program for schools and childcare facilities to assess the presence of lead in their drinking water. The IFA is applying for funds to assist and the program will not begin until January 2020. Contact is Sarah Hudson, 317-232-2812</p>	<ul style="list-style-type: none"> • Follow-up on interest and obtain necessary info on status.
September 30, 2019	<p>Lead & Copper Sampling Requirement The Town may need to revisit the sampling plan used for Lead & Copper since the water system is struggling to get cooperation from townspeople to comply with this state mandate. Consider a public education effort to support Lead & Copper sample collection next year. This could be as simple as a well-written, easy to understand brochure explaining the purpose and benefit of this testing for those who are participating. It could be included with the sample collection materials or distributed in advance.</p>	<ul style="list-style-type: none"> • Evaluate current plan and identify alternative locations. • Decide on use of educational effort and begin planning, if accepted

Maintenance Issues —

Report/Request Date	Description	Action Required
September 24, 2018	<p>Maintenance Program - Filters A standard maintenance program for the filters should be in place to protect the Town's investment, extend the life of equipment and avoid unnecessary down time. At the time of this recommendation, this maintenance was at least 3 years overdue. It should include the following activities, which are done once every two years:</p> <ul style="list-style-type: none"> • Enter the tank to check media condition and depth • Remove precipitated iron/manganese, which can be feet deep <p>Monte did perform these maintenance steps at our recommendation. This activity must be done by specialized professionals, not water operators.</p>	<ul style="list-style-type: none"> • Enter into an on-going contract for routine maintenance for these activities on the filters.
September 24, 2018	<p>Backwash Valves - Move to Stainless Steel Chlorine that is injected into the filter to oxidize the water is injected onto the backwash valve. This hardens the rubber seat of the gasket. Chlorine had also eaten away a 3" piece of metal on the valve edge, allowing water to leak through. Recommend researching to see if stainless steel vales are available that could replace the current type being used. Stainless steel would not corrode in the same way.</p>	<ul style="list-style-type: none"> • Need status update and approval to move ahead.
September 24, 2018	<p>Maintenance Program - Clear wells Aeralators oxidize water by the addition of chlorine, which allows iron and manganese to precipitate out of the water. The iron and manganese collect in the bottom of the filters but also precipitate out in the clear well. These units need to be maintained to remove settled iron and manganese and to prevent damage to the units. Due to a lack of this maintenance, the clear well on Holman Lane is under consideration for a tear down - an entirely preventable loss.</p>	<ul style="list-style-type: none"> • Determine status • Estimate cost to rehabilitate the clear well. • Establish an on-going clear well maintenance program.
September 24, 2018	<p>Maintenance Program - System Flushing/Hydrant Repair The system must be flushed twice each year to maintain water quality in the distribution system. Most systems perform hydrant checks and maintenance at the same time. The Sellersburg system design includes dead-end mains that may require flushing on an even more regular basis. The customer complaints of "brown" water are also due in part of a lack of this routine maintenance in the past.</p> <ul style="list-style-type: none"> • October 7, 2019: The fire hydrant behind the school at Riverside must be replaced. It was reported by the school that the hydrant has been broken by about a year. It goes without saying that a proper maintenance program would have identified this problem sooner and would have addressed it, probably without the customer knowing there was ever an issue with the hydrant. 	<ul style="list-style-type: none"> • Establish maintenance program, necessary procedures, schedule and recordkeeping
September 24, 2018	<p>Maintenance Program - Valve Exercise / Map Took steps to gather necessary information on all valve locations throughout the system. Further steps may be necessary. A valve exercise program is required once each year to ensure that all valves remain operational, as required.</p>	<ul style="list-style-type: none"> • Establish maintenance program with schedule • Develop valve maps • Start recordkeeping

Report/Request Date	Description	Action Required
October 24, 2018	<p>Complete evaluation of SCADA system Recommended that a different Supervisory Control and Data Acquisition (SCADA) company come in to evaluate current system top to bottom based on repeated issues we are experiencing.</p> <ul style="list-style-type: none"> October 24, 2018 - Tim working to get Tom from T&T in. Determined that the <i>new</i> treatment plant in Sellersburg is using <i>obsolete</i> software. A complete replacement of the system will be required in the future. 	<ul style="list-style-type: none"> Funds for this need to be set aside so replacement of this system can be made in the near future.
August 5, 2019	<p>Tree and weed removal on banks of both ponds There is a substantial growth of small trees and weeds that must be removed before they damage the pond banks.</p>	<ul style="list-style-type: none"> Assignment and completion of task

** End of Report **

Indiana Administrative Code 327 Section 8-12-1

"Certified operator in responsible charge" means a person designated by the owner or governing body of a water treatment plant or water distribution system to be the certified operator who:

- (A) has complete responsibility for the proper operation of a water treatment plant or water distribution system; and
- (B) makes decisions regarding the daily operational activities of a public water system treatment plant or distribution system that will directly impact the quality or quantity of drinking water from community public water supply systems and nontransient noncommunity public water supply systems.

Indiana Administrative Code 327 Section 8-12-1.1

The owner or governing body of a water treatment plant or water distribution system shall be responsible to accomplish the following:

- (1) Place each water treatment facility and water distribution system under the direct supervision of a certified operator in responsible charge who:
 - (A) has a valid certification of a grade eligible for operation at the classification of water treatment facility or water distribution system of responsibility; and
 - (B) is available to make process control or system integrity decisions about water quality or quantity that affect public health.
- (2) Designate one (1) certified operator to have complete responsibility for the proper operation of the water treatment plant or water distribution system.

IC 13-18-11-14 Plant operation by certified operators Sec. 14.

- (a) A person, firm, or corporation, whether municipal or private, may not operate a water or wastewater treatment plant or a water distribution system unless the commissioner has certified the operator in responsible charge under this chapter. Indiana Code 2015
- (b) A person may not perform the duties of an operator in responsible charge of works described in subsection (a) without being certified under this chapter. As added by P.L.1-1996, SEC.8.

High Spirits Management

MEMORANDUM

TO: Sellersburg Town Council
RE: Action Required for Compliant Public Water System Operation
DATE: October 14, 2019

Council Members:

Indiana regulations¹ state that the Certified Operator in Responsible Charge (CORC) —

- a) "has complete responsibility for the proper operation of a water treatment plant or water distribution system; and
- b) makes decisions regarding the daily operational activities of a public water system treatment plant or distribution system that will directly impact the quality or quantity of drinking water from community public water supply systems"

The current structure and procedures of the Department of Public Works prevent the Town of Sellersburg's Water Department (IN5210010) from functioning in compliance with this regulation. To ensure that the public health and public safety of the citizens of the Town of Sellersburg and all customers of Sellersburg Water, and to reaffirm its commitment to compliant operation of Sellersburg water treatment and distribution systems, we ask the Town Council to take immediate corrective action by adopting and approving the following two motions.

Motion 1

The Director of Public Works will immediately implement and document changes to all processes, procedures and policies to eliminate any and all conflicts with the authority and responsibilities of a Certified Operator in Responsible Charge, including but not limited to, work order processes, communications, resource allocation and prioritization.

Motion 2

To ensure that the Town Council receives the timely information required to fulfill its role as Owner of the Sellersburg Water System and to properly ensure accountability —

- a) *The CORC of the Sellersburg Water Treatment and Distribution Systems will directly provide a staff report to the Town Council at its regular meetings, and as otherwise required.*
- b) *The role description of the Director of Public Works will be rewritten to clarify role accountabilities for this position, especially with regard to required support of the regulatory compliant role of CORC of the Sellersburg Water System; changes to be effective immediately.*

Respectfully,

Michael L. McFadden, Sr.
Senior Consultant and Co-owner High Spirits Management, Inc.

Kimberly McFadden
President and Co-owner, High Spirits Management, Inc.

¹ Indiana Administrative Code 327 Section 8-12-1



INDIANA DEPARTMENT OF TRANSPORTATION

100 North Senate Avenue
Room N758
Indianapolis, Indiana 46204

PHONE: (855) 463-6848
FAX: (317) 234-8365

Eric Holcomb, Governor
Joe McGuinness,
Commissioner

October 10, 2019

Town of Sellersburg
Paul Rhodes
103 S. New Albany Street
Sellersburg, IN 47172

RE: Community Crossings Matching Grant Fund 2019-2

Dear Paul Rhodes:

Congratulations!

The Indiana Department of Transportation (INDOT) has completed the review and selection of projects for funding in the 2019-2 Community Crossings Matching Grant Fund Program. Your community has preliminarily been awarded **\$963,783.75** in Community Crossings Matching Grant Funds based upon your estimates from your project application(s). INDOT will be transmitting an award letter in the upcoming weeks.

The Community Crossings Matching Grant Funds, which are administered by INDOT, will be used for funding up to 75 percent of the construction of your project or the purchase of materials. These grant dollars will enable you to help build and improve Indiana's infrastructure.

The state of Indiana looks forward to partnering with all Hoosier communities, both urban and rural, to invest in road and bridge infrastructure projects. Improvements to local roads and bridges will bring about economic development, create jobs, and strengthen local transportation networks for all of Indiana.

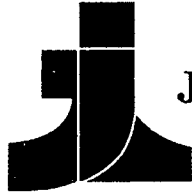
Sincerely,

Eric Holcomb
Eric Holcomb

Joe McGuinness

Eric J. Holcomb, Governor

Joe McGuinness, INDOT Commissioner



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

Town of Sellersburg Project Updates

October 14, 2019

Community Crossing Funded Projects

2018 Community Crossing Grant – Paving Projects

- *Project complete. Working on close-out of pay application*

2019 CCG Application Assistance

- *Great news!!! The Town was awarded \$963,783.75! The total project cost is estimated to be \$1,285,045.00. JTL will prepare a Work Order for the next meeting to request approval for preparation of a bid package.*

Road Improvement Projects

Brigham Drive

- *Construction is complete.*

Utica St & New Albany Street Intersection Improvements

(Design Completion Fall 2019)

- *Request direction from the Council on this project. JTL has prepared cost estimates and schematics based upon the plan that was prepared by TEG.*

Utility Improvement Projects

Utility Master Plan (Report Completion EOY 2019)

- *Draw down testing is underway. Preliminary Sewer Maps to be reviewed with Town Staff for accuracy.*
- *Draft Stormwater Plan is almost complete and will be reviewed with Town Staff.*
- *Preliminary Water Maps are ready for review with Town Staff. These maps were used for valve location during the US 31 Water/Sewer Main Break and proved to be very helpful in main isolation.*

Perry Crossing Lift Station Corrosion/Rehabilitation

Geotechnical design complete. Electrical design to be completed in next 30 days. Will request Council authorization to go out for bid next month.

Sunset Hills Pump Station and Valve Vault

- *Awarded to Dave O'Mara.*

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
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Louisville, KY 40208
502-583-5994
502-583-7321 Fax

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www.jtleng.com

WWTP Compliance

On-going construction administration support. Waiting on updated schedule from the Contractor. Contractor is waiting on building materials.

Paradise/Helbig

Agreement ready for Town to sign for the Railroad and return to the Railroad. Anticipate work to begin within 3 weeks pending returned agreement.

Wastewater On-Call Services

Provided support for Water/Sewer Main Break on US 31. Repair cost totaled \$84,580.96. JTL is preparing a summary from the follow-up meeting held last week as a recap of the issues that occurred.

General On-Call Services

Request Council Authorization to solicit quotes for the repair and to submit the Regional General Permit application to the USACE.

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

MS4 On-Call Services

Caught up.

Planning & Zoning On-Call Services

Support continues.

Town of Sellersburg
Town Council Water Works Workshop
Meeting Minutes

DATE: October 28, 2019

CALLED TO ORDER:

President Paul J. Rhodes called the workshop to order at 4:30 p.m. at the Sellersburg Town Hall, 316 E. Utica Street, Sellersburg, Indiana.

Present:

Present: Paul Rhodes, President
Present: Brad Amos, Vice President
Present: Martina Webster, 2nd Vice President
Present: William Conlin, Council Member
Present: James LaMaster, Council Member
Present: Jacob Elder, Town Attorney
Present: Michelle Miller, Clerk Treasurer
Present: Lori Kearney, Director of Public Works

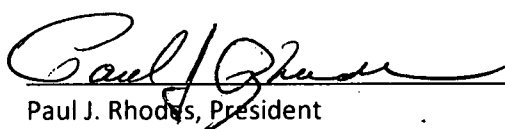
TOPIC OF DISCUSSION:

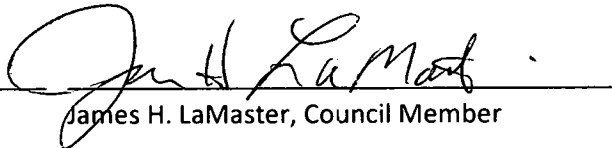
Mr. and Mrs. McFadden of High Spirits Management address the Town Council in reference to their contract with the Town as Certified Operator in Responsible Charge and communication issues.

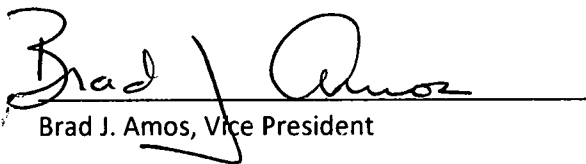
ADJOURNED:

Motion to adjourn at 5:12 p.m.

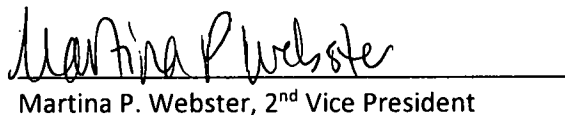
MOTION/SECOND/VOTE: WEBSTER/AMOS 5-aye, 0-nay, motion approved.

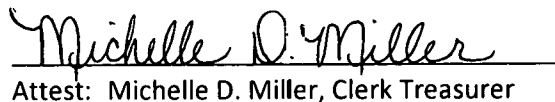

Paul J. Rhodes, President


James H. LaMaster, Council Member


Brad J. Amos, Vice President


Absent
William J. Conlin, Council Member


Martina P. Webster, 2nd Vice President


Attest: Michelle D. Miller, Clerk Treasurer

**TOWN OF SELLERSBURG
TOWN COUNCIL MEETING MINUTES**

DATE: OCTOBER 28, 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: Paul Rhodes

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO ADOPT THE AGENDA AS PRESENTED:

MOTION/SECOND: WEBSTER/LAMASTER

VOTE: 5-aye, 0-nay, motion approved.

APPROVAL OF OCTOBER 14, 2019 MINUTES:

MOTION/SECOND: WEBSTER/CONLIN

VOTE: 5-aye, 0-nay, motion approved.

2020 BUDGET ADOPTION ORDINANCE 2019-OR-032

1ST Reading: MOTION/SECOND: AMOS/CONLIN

VOTE: 5-aye, 0-nay, motion approved.

2nd Reading: MOTION/SECOND: WEBSTER/LAMASTER

VOTE: 5-aye, 0-nay, motion approved.

APPROVAL OF ALLOWANCE CLAIMS:

Motion to approve allowance claims excluding RCI claim that is being discussed under new business item 4.

MOTION/SECOND: WEBSTER/CONLIN

VOTE: 5-aye, 0-nay, motion approved.

APPROVAL OF ALLOWANCE DOCKET:

MOTION/SECOND: WEBSTER/CONLIN

VOTE: 5-aye, 0-nay, motion approved.

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

Matt Czarniecki, 4306 Silver Glade Trail reference the dump truck and vac truck being discussed under new business item 3. Asks why a new dump truck is being purchased if one was just recently purchased. Lori Kearney, Public Works Director, advises this is a CCTV truck.

ORDINANCES AND RESOLUTIONS:

1. ORDINANCE NO. 2019 – OR – 031: An Ordinance Transferring Funds

1ST Reading: MOTION/SECOND: CONLIN/WEBSTER 5-aye, 0-nay, motion approved.

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

UNFINISHED BUSINESS:

1. Project Status Updates and Claim Related Information (Joshua Hillman of Jacobi, Toombs, and Lanz)
 - a. Project Status Update
 - b. Work Order 2018-11 Amendment \$6,000.00
MOTION/SECOND: AMOS/CONLIN VOTE: 5-aye, 0-nay, motion approved.
 - c. Work Order 2018-6 Amendment \$22,500.00:
MOTION/SECOND: CONLIN/AMOS VOTE: 5-aye, 0-nay, motion approved.
 - d. Work Order 2019-02 Amendment \$15,000.00:
MOTION/SECOND: LAMASTER/CONLIN VOTE: 5-aye, 0-nay, motion approved.
 - e. Work Order 2019-09 Amendment \$17,500.00:
MOTION/SECOND: AMOS/WEBSTER VOTE: 5-aye, 0-nay, motion approved.
2. **Vince Reker, President of the Lakeside Estates Homeowner's Association, discusses Lakeside Subdivision Drainage Changes and Dredging the Lake on the South Side Entrance.**
3. **Quotes for Purchase of Dump Truck (Lori Kearney, Director of Public Works)**
Lori Kearney, Public Works Director, requests this be tabled:
Motion to table:
MOTION/SECOND: LAMASTER/CONLIN VOTE: 5-aye, 0-nay, motion approved.
4. **Discussion: Comprehensive Plan and Ordinance Update (Jacob Elder, Town Attorney):**
Mr. Elder request this be put on the next agenda

Councilman Conlin excuses himself from the meeting at 6:11 p.m.

NEW BUSINESS:

1. **AT&T Centrex Contract Renewal (Bart Meyer, Compliance Coordinator)**
Motion to approve for 36 months:
MOTION/SECOND: AMOS/LAMASTER VOTE: 3-aye, 1-abstain by WEBSTER, motion approved.
2. **ArCom Phone System | Town Hall & Billing Office (Bart Meyer, Compliance Coordinator)**
Taken Under Advisement
3. **Discussion: Purchase of Equipment from the City of Jeffersonville, Indiana (Lori Kearney, Director of Public Works)**
Motion to purchase CCTV truck and vac truck from the City of Jeffersonville up to \$160,000.00 and to split between water and wastewater:
MOTION/SECOND: AMOS/LAMASTER VOTE: 3-aye, 1-nay by WEBSTER, motion approved.
4. **RCI Claim | Allhands Sewer Repair (Lori Kearney, Director of Public Works)**
Motion to approve RCI claim in the amount of \$23,676.55 which are not change orders as stated on the invoices:
MOTION/SECOND: AMOS/LAMASTER VOTE: 4-aye, 0-nay, motion approved.

RECEIPT OF STAFF REPORTS:

Jacob "Jake" Elder, Town Attorney

1. Request motion to approve settlement agreement for a previous employee and to pay the \$2,500.00 insurance deductible:

MOTION/SECOND: LAMASTER/AMOS

VOTE: 5-aye, 0-nay, motion approved.

COMMENTS FROM COUNCIL MEMBERSHIP (Good of the order):

Brad J. Amos, District 3

1. Giola paving is complete
2. Asks for input on the 2020 salary ordinance
3. Would like a job description for a Town Manager
4. Trick or treat at the High School was great
5. Trick or Treat will be October 31st from 6-8 p.m.

Paul J. Rhodes, At-Large:

1. Advises there will be an Executive Session at 9:00 a.m., Friday, November 1st reference a personnel matter.

Michelle Miller, Clerk-Treasurer:

1. Presents September Fund Report
2. Presents September Appropriation Report


ADJOURN:


Motion to adjourn at 6:49 p.m.

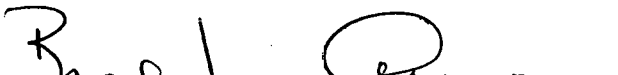
MOTION/SECOND: AMOS/WEBSTER


VOTE: 4-aye, 0-nay, mot


Minutes approved this 25 day of November, 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

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

Town of Sellersburg
Town Council Executive Session
Meeting Minutes

DATE: November 1, 2019

CALLED TO ORDER:

President Paul J. Rhodes called the meeting to order at 9:09 a.m. at the Sellersburg Town Hall, 316 E. Utica Street, Sellersburg, Indiana.

Present:

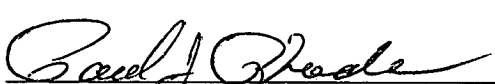
Paul Rhodes, President
Brad Amos, Vice President
Martina Webster, 2nd Vice President
William Conlin, Council Member
Jacob Elder, Town Attorney
Michelle Miller, Clerk Treasurer
Lori Kearney, Director of Public Works
Michelle Medcalf, Town Council Executive Secretary

TOPIC OF DISCUSSION:


Pursuant to I.C. 5-14-1.5-6.1(b)(6)(A), the Town Council of Sellersburg, Indiana conducted an Executive Session regarding personnel issues.

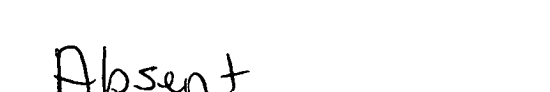
ADJOURNED:


Motion to adjourn at 9:27 p.m. by Amos, seconded by Webster, 4-aye, 0-nay, motion approved and meeting adjourned.


Paul J. Rhodes, President


James H. LaMaster, Council Member


Brad J. Amos, Vice President


Absent
William J. Conlin, Council Member


Martina P. Webster, 2nd Vice President


Attest: Michelle D. Miller, Clerk Treasurer

Town of Sellersburg
Town Council Executive Meeting
Meeting Minutes

DATE: November 7, 2019

CALLED TO ORDER: Vice President Brad J. Amos called the executive meeting to order at 9:31 a.m. at the Sellersburg Town Hall, 316 E. Utica Street, Sellersburg, Indiana.

ROLL CALL: *Paul J. Rhodes, President + MDM*
Vice President Brad J. Amos, 2nd Vice President Martina P. Webster, Council Member Bill Conlin, Council Member James H. LaMaster, Michelle Medcalf Executive Secretary and Town Council Attorney Jacob C. Elder – present.

EXECUTIVE SESSION:

The Council conducted an executive meeting pursuant to Ind. Code § 5-14-1.5-6.1(b)(6) & (9) for the purpose of discussing job performance evaluation of individual employees and to receive information concerning the individuals' status as an employee.

ADJOURN:

Meeting adjourned at approximately 11:02 p.m.

This Council certifies that no subject matter was discussed in the executive session other than the subject matter specified in the public notice.

absent <i>Paul J. Rhodes</i>	<i>James H. LaMaster</i>
Paul J. Rhodes, President	James H. LaMaster, Council Member
<i>Brad J. Amos</i>	<i>Absent</i>
Brad J. Amos, Vice President	William J. Conlin, Council Member
<i>Martina P. Webster</i>	<i>Michelle D. Miller</i>
Martina P. Webster, 2 nd Vice President	Attest: Michelle D. Miller, Clerk Treasurer

Town of Sellersburg
Town Council Special Meeting

DATE: November 4, 2019

CALLED TO ORDER:

President Paul J. Rhodes called the workshop to order at 3:32 p.m. at the Sellersburg Town Hall, 316 E. Utica Street, Sellersburg, Indiana.

Present:

Present: Paul Rhodes, President
Present: Brad Amos, Vice President
Present: Martina Webster, 2nd Vice President
Present: William Conlin, Council Member
Present: James LaMaster, Council Member
Present: Jacob Elder, Town Attorney
Present: Michelle Miller, Clerk Treasurer
Present: Lori Kearney, Director of Public Works

Motion to amend the agenda:

Motion to amend the agenda to add Water Contractor.

Motion/Second: WEBSTER/CONLIN Vote: 5-aye, 0-nay, motion approved.

Motion to adopt the agenda as amended:

Motion/Second: WEBSTER/AMOS Vote: 5-aye, 0-nay, motion approved.

New Business:

1. **2020 Employee Benefits:**

Motion made to keep Joe Olson as agent of record for employee benefits:

Motion/Second: CONLIN/LAMASTER Vote: 2-aye's (Conlin and LaMaster), 3-nay's (Rhodes, Webster and Amos), motion not approved.

Motion to allow the Clerk Treasurer to select the agent of record, Carrie Baker with Principal:

Motion/Second: AMOS/WEBSTER Vote: 3-aye's (Rhodes, Webster and Amos), 2-nay's (Conlin and LaMaster), motion approved.

Clerk Treasurer, Michelle D. Miller, presents Humana health, dental, vision and HRA rates for 2020 for approval (copy attached):

Motion/Second: AMOS/WEBSTER Vote: 3-aye's (Rhodes, Webster and Amos), 2-nay's (Conlin and LaMaster), motion approved.

New Business (continued):

2. Town Manager Position

Motion made to create a Town Manager position in accordance with IC 36-5-5 with pay up to \$100,000.00:

Motion/Second: AMOS/CONLIN
approved.

Vote: 4-aye, 1-nay by Webster, motion

3. Human Resources

John Newbanks, Business Development Director, Integrity HR introduces himself to the Council and advises of the HR Services his company can provide to the Town. The Council advises to submit a proposal.

4. Water Contactor

Motion made to give High Spirits Management a two week notice:

Motion/Second: WEBSTER/AMOS

Vote: None, Webster rescinds her motion

President Paul Rhodes calls for an Executive Session on Thursday, November 7th at 9:30 a.m. regarding contractor and personnel performance.

ADJOURNED:


Motion to adjourn at 4:37 p.m.

Motion/Second: AMOS/WEBSTER


Vote: 5-aye, 0-nay, motion approved.

MOTION/SECOND/VOTE: WEBSTER/AMOS

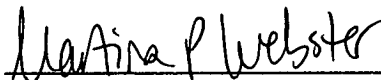
5-aye, 0-nay, motion approved.

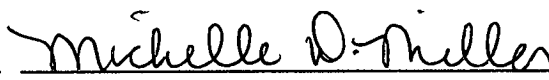

Paul J. Rhodes, President


James H. LaMaster, Council Member


Brad J. Amos, Vice President

Absent
William J. Conlin, Council Member


Martina P. Webster, 2nd Vice President


Attest: Michelle D. Miller, Clerk Treasurer

Attachment(s): 2020 Humana health, dental, vision and HRA rates

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Approved Minutes, Ordinances and Resolutions are located on the Clerk Treasurer's Website at
www.sellersburgclerk.com

2020 Town of Sellersburg Employee Benefits Options

HEALTH HUMANA

	PPO 20		NPOS 20	
	Current	Renewal	Current	Renewal
Employee	\$605.68	\$608.79	\$505.89	\$510.59
Employee & Spouse	\$1,211.36	\$1,217.58	\$1,011.77	\$1,021.17
Employee & Child(ren)	\$1,120.51	\$1,126.26	\$935.89	\$944.59
Family	\$1,726.19	\$1,735.05	\$1,441.78	\$1,455.17

I recommend renewing Humana as the renewal rates are minimal

HEALTH REIMBURSEMENT ARRANGEMENT

Benefit Marketing Solutions (BMS) \$4.50 per employee, \$150 annual renewal fee
 Humana \$4.00 per employee, no annual renewal fee

I recommend switching to Humana as there will be an annual savings of **\$384/year**

DENTAL

			Monthly Employees	Annual
	Metlife	Humana	Savings	Savings
Employee	\$27.07	\$21.94	\$5.13	\$13.00
Employee + Spouse	\$55.49	\$43.87	\$11.62	\$6.00
Employee + Child(ren)	\$71.41	\$55.94	\$15.47	\$5.00
Family	\$99.88	\$77.88	\$22.00	\$12.00
				\$477.76

I recommend switching to Humana due to the rates being lower for the same coverage

VISION

			Monthly	Annual
	VSP	Humana	Savings	Savings
Employee	\$11.26	\$8.31	\$2.95	\$35.40
Employee + One	\$17.19	\$16.62	\$0.57	\$6.84
Employee + Child(ren)		\$15.79		
Family	\$30.82	\$24.81	\$6.01	\$72.12

I recommend switching to Humana due to the rates being lower with better coverage

Amos/Webster 3/2-^{hamesler}Conlin
 Motion to Select Humana plans

Town of Sellersburg
Town Council Executive Session
Meeting Minutes

DATE: November 25, 2019

CALLED TO ORDER:

President Paul J. Rhodes called the meeting to order at 5:07 p.m. at the Sellersburg Town Hall, 316 E. Utica Street, Sellersburg, Indiana.

Present:

Paul Rhodes, President
Brad Amos, Vice President
Martina Webster, 2nd Vice President
Jacob Elder, Town Attorney
Michelle Miller, Clerk Treasurer

Absent:

William Conlin, Council Member

TOPIC OF DISCUSSION:

Pursuant to I.C. 5-14-1.5-6.1(b)(6)(A), the Town Council of Sellersburg, Indiana conducted an Executive Session regarding personnel issues.

ADJOURNED:

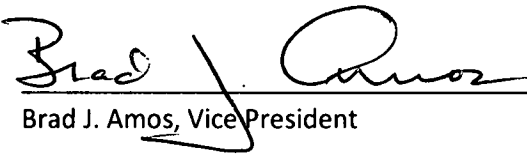
Motion to adjourn at 5:12 p.m. by Amos, seconded by Webster, 4-aye, 0-nay, motion approved and meeting adjourned.



Paul J. Rhodes, President



James H. LaMaster, Council Member



Brad J. Amos, Vice President

Absent

William J. Conlin, Council Member

Absent

Martina P. Webster, 2nd Vice President



Attest: Michelle D. Miller, Clerk Treasurer

**TOWN OF SELLERSBURG
TOWN COUNCIL MEETING MINUTES**

DATE: NOVEMBER 25, 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: Kevin Beck, Calvary

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO ADOPT THE AGENDA AS PRESENTED:

MOTION/SECOND: WEBSTER/AMOS

VOTE: 4-aye, 0-nay, motion approved.

APPROVAL OF MINUTES:

11/1/19 Executive Session
11/4/19 Special Council Meeting
11/7/19 Executive Session

MOTION/SECOND: WEBSTER/CONLIN

VOTE: 4-aye, 0-nay, motion approved.

APPROVAL OF ALLOWANCE CLAIMS:

MOTION/SECOND: WEBSTER/AMOS

VOTE: 4-aye, 0-nay, motion approved.

APPROVAL OF ALLOWANCE DOCKET:

MOTION/SECOND: LAMASTER/WEBSTER

VOTE: 4-aye, 0-nay, motion approved.

FUND REPORT

Michelle Miller, Clerk Treasurer, Presents the October Fund Report.

ORDINANCES AND RESOLUTIONS:

1. **2019-OR-033 An Ordinance Disposing of Personal Property as a Trade-In or Exchange as Part of Purchase Price of New Property:**
1st Reading: MOTION/SECOND: AMOS/WEBSTER VOTE: 4-aye, 0-nay, motion approved.
2nd Reading: MOTION/SECOND: LAMASTER/AMOS VOTE: 4-aye, 0-nay, motion approved.
2. **2019-OR-034 An Ordinance Establishing a Process for Installing Speed Humps/Bumps in Neighborhoods within the Town of Sellersburg, Indiana:**
1st Reading: MOTION/SECOND: WEBSTER/LAMASTER VOTE: 4-aye, 0-nay, motion approved.
2nd Reading: MOTION/SECOND: WEBSTER/LAMASTER VOTE: 4-aye, 0-nay, motion approved.
3. 2019-OR-035 An Ordinance Transferring Certain Funds:
1st Reading: MOTION/SECOND: AMOS/WEBSTER VOTE: 4-aye, 0-nay, motion approved.
2nd Reading: MOTION/SECOND: LAMASTER/AMOS VOTE: 4-aye, 0-nay, motion approved.
4. 2019-R-003 Resolution for Accepting Transfer of Certain Property from the City of Jeffersonville, Indiana:
1st Reading: MOTION/SECOND: AMOS/LAMASTER VOTE: 1-aye, 1-nay by WEBSTER, motion approved.

TERMINATION OF EMPLOYMENT:

President Paul Rhodes makes a recommendation for termination of employment of employee number 1536:
MOTION/SECOND: WEBSTER/LAMASTER VOTE: 4-aye, 0-nay, motion approved.

Town Attorney Jacob C. Elder gives a statement reference the major water main break.

NEW BUSINESS

1. Crystal Brawner | Concerns Regarding the November 13, 2019 Water Main Break | Tax Payer Dollars / Communication (Resident, Lakeside Subdivision): Not present | no action taken
2. Discussions: Sterling Oaks Paving (Evan Garmon, Sterling Oaks HOA President):
Mr. Garmon addresses the Council in reference to Sterling Oaks needing to be paved.
3. What's Below | Offer Services in Locating Water/Sewer mains (Company request to speak with the

2020
Staff
Order cancel

Brad Amos, Council Vice President):
n:
R VOTE: 1-aye, 1-nay by WEBSTER, motion approved.
val and will be ratified at the next meeting:
ER VOTE: 1-aye, 1-nay by WEBSTER, motion approved.
Quotes (Nicole Koeninger of Jacobi, Toombs, and Lanz)
om Baker Tilly (Nicole Koeninger of Jacobi, Toombs, and Lanz)
an for the Municipal Sewage Works and the Water Utility:
S VOTE: 4-aye, 0-nay, motion approved.

NEW BUSINESS (continued)

8. Sellersburg WWTP Upgrades | Change Order Deduct in the amount of \$3,226.50 presented for approval (Nicole Koeninger of Jacobi, Toombs, and Lanz):
MOTION/SECOND: AMOS/WEBSTER VOTE: 4-aye, 0-nay, motion approved.
9. CCG Updated AMP with the 5-year Pavement Plan (Nicole Koeninger of Jacobi, Toombs, and Lanz)
10. Discussion: Riverside School | Hydrant & Meter Ownership of Repairs (Lori Kearney, Director of Public Works) Lori advises this has been taken care of, no action needed.
11. 323 Schellers Avenue | Approval of Pro4mance Claim in the amount of \$1,619.36 (Lori Kearney, Director of Public Works):
MOTION/SECOND: WEBSTER/LAMASTER VOTE: 4-aye, 0-nay, motion approved.
12. Robert Wesley | Request for Refund Due in the amount of \$4,400.00 | Clerk-Treasurer has Requested Council Approval | PO Box 508/ 119 Hanger Avenue Property (Lori Kearney, Director of Public Works):
MOTION/SECOND: AMOS/LAMASTER VOTE: 1-aye, 1-nay by WEBSTER, motion approved.
13. TLG Peterbilt of Louisville Truck Repairs Paid with a Credit Card | Approval Requested (Lori Kearney, Director of Public Works):
MOTION/SECOND: LAMASTER/AMOS VOTE: 4-aye, 0-nay, motion approved.

RECEIPT OF STAFF REPORTS:

Josh Hillman, Jacobi, Toombs, and Lanz:

1. Change Orders 2 (\$3,010.00) and 3 Final (\$65,470.90) for Wingham Paving for the 2018 Community Crossings Projects:
MOTION/SECOND: WEBSTER/LAMASTER VOTE: 4-aye, 0-nay, motion approved.

COMMENTS FROM COUNCIL MEMBERSHIP (Good of the order):

Brad J. Amos, District 3

1. Thanks the Chief and employees for handing out water during the water main break.
2. Light Up Sellersburg will be November 30th at 6 p.m. Cookies and milk have been donated by ISU and will be given out at the Senior Center.
3. Parks and Recreation Board has finalized the purchase of the Richardson property.
4. Thanks Thomas Harris for new microphone system in the meeting room.

Martina Webster, District 1

1. States that is has been a pleasure to serve the Town and she has closed on a house in Floyd County and will not be here for the December meeting.
2. Advises citizens to get familiar with FEMA emergency preparedness.

ADJOURN:

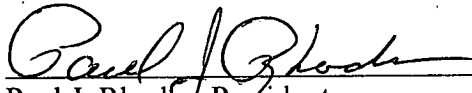
Motion to adjourn the meeting at 7:07 p.m.

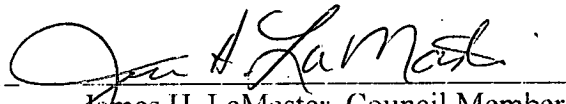
MOTION/SECOND: WEBSTER/AMOS


VOTE: 4-aye, 0-nay, motion approved.

Town of Sellersburg
Town Council Meeting Minutes
November 25, 2019

Minutes approved this 16 day of December, 2019



Paul J. Rhodes, President


James H. LaMaster, Council Member


Brad J. Amos, Vice President

Absent
William J. Conlin, Council Member

Absent
Martina P. Webster, 2nd Vice President


Attest: Michelle D. Miller, Clerk Treasurer

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Installed by the TOWN OF SELLERSBURG-2015

Date: 11/22/2019 11:28:45

Fund Report

FUNDACCOUNTS.FRX

All Funds

User Id: MICHELLE

For the month of October 2019

Grouped By Bank

Ordered By Bank, Fund

FUND TITLE	BALANCE BEG OF YEAR	REVENUE YTD	DISBURSED YTD	BALANCE BEG OF MONTH	REVENUE MTD	DISBURSED MTD	CURRENT BALANCE
**Bank 2							
701 PAYROLL NET SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
702 PAYROLL DIRECT DEPOSIT CL	0.00	1516106.15	1516106.15	0.00	134860.21	134860.21	0.00
731 PAYROLL FEDERAL W/H	0.00	183183.38	183183.38	0.00	18510.56	18510.56	0.00
732 PAYROLL FICA	0.00	138201.56	138201.56	0.00	13935.22	13935.22	0.00
733 PAYROLL MEDICARE WH	0.00	54466.92	54466.92	0.00	4964.80	4964.80	0.00
734 PAYROLL STATE WH	0.00	57906.58	52359.64	0.00	5546.94	0.00	5546.94
735 PAYROLL COUNTY WH	0.00	34912.22	31500.19	0.00	3412.03	0.00	3412.03
737 PAYROLL POLICE PERF 77	0.00	21541.34	21541.34	0.00	1993.92	1993.92	0.00
750 PAYROLL HEALTH INS.	2328.80	29397.65	27285.13	4153.88	4441.32	4153.88	4441.32
751 PAYROLL AFLAC	298.20	2487.37	2498.85	296.30	221.34	230.92	286.72
752 PAYROLL AFLAC LIFE	15.20	162.42	153.00	25.80	14.12	15.30	24.62
753 PAYROLL AUL LIFE	62.58	873.78	823.10	119.61	75.96	82.31	113.26
754 PAYROLL AUL VOL LIFE	403.57	7194.54	7542.79	176.90	789.01	910.59	55.32
755 PAYROLL VISION INS	280.94	4115.17	4529.54	333.38	516.45	983.26	-133.43
756 PAYROLL 457 DEF COMP	0.00	11667.98	11667.98	0.00	991.54	991.54	0.00
757 PAYROLL 457 LOAN REPAYMEN	0.00	10091.95	10091.95	0.00	762.44	762.44	0.00
780 PAYROLL CHILD SUPPORT	0.00	5630.00	5630.00	0.00	720.00	720.00	0.00
782 PAYROLL GARNISHMENT	0.00	4316.70	4316.70	0.00	575.56	575.56	0.00
799 PAYROLL MISC	426.93	0.00	426.93	0.00	0.00	0.00	0.00
SubTotal Bank 2	3816.22	2082255.71	2072325.15	5105.87	192331.42	183690.51	13746.78
**Bank 4							
101 GENERAL FUND	2532475.73	2587102.20	3461941.76	1825883.15	174563.37	342810.35	1657636.17
102 CCMG 2017 SHIRLEY/PRATHER PROJECT	542165.33	0.00	420984.75	121180.58	0.00	0.00	121180.58
105 CCMG DES#:1802708 N NEW ALBANY	0.00	175970.05	19339.11	156630.94	0.00	0.00	156630.94
106 CCMG DES#:1802706 DOWNTOWN PAVING	0.00	296166.35	229298.49	66867.86	0.00	0.00	66867.86
107 CCMG DES#:1802721 COOPERDALE	0.00	237500.05	51978.66	185521.39	0.00	0.00	185521.39

Fund Report

All Funds

For the month of October 2019

Grouped By Bank

Ordered By Bank, Fund

FUND TITLE	BALANCE BEG OF YEAR	REVENUE YTD	DISBURSED YTD	BALANCE BEG OF MONTH	REVENUE MTD	DISBURSED MTD	CURRENT BALANCE
201 MOTOR VEHICLE HIGHWAY	304985.85	109826.40	105202.73	311148.00	11608.87	13147.35	309609.52
202 LOCAL ROAD & STREET	261709.47	104485.04	100000.00	254074.92	12119.59	0.00	266194.51
203 MVH RESTRICTED	0.00	109126.40	0.00	97517.53	11608.87	0.00	109126.40
204 PARK & RECREATION	322617.91	170159.38	130392.25	369025.43	0.00	6640.39	362385.04
217 WILKERSON PARK MEMORIAL	1496.86	0.00	222.61	1274.25	0.00	0.00	1274.25
228 RETIREE'S INSURANCE FUND	123440.00	6200.00	0.00	128520.00	1120.00	0.00	129640.00
229 LIT/PUBLIC SAFETY FUND	129676.77	250299.20	246710.52	127082.98	19690.92	13508.45	133265.45
233 LECE	74384.60	5927.00	1113.59	78408.01	790.00	0.00	79198.01
256 POLICE GRANTS	7270.45	28533.27	36917.88	1778.31	11464.69	14357.16	-1114.16
257 LIT SPECIAL DISTRIBUTION	81141.71	0.00	0.00	81141.71	0.00	0.00	81141.71
258 POLICE STATION FUND	113.60	0.00	0.00	113.60	0.00	0.00	113.60
260 HUMANA REBATE	0.00	8019.28	8019.28	0.00	0.00	0.00	0.00
401 CUM CAP IMP - CIG TAX	88911.74	6763.93	18137.33	77538.34	0.00	0.00	77538.34
402 CUM CAP DEVELOPMENT	0.15	0.00	0.00	0.15	0.00	0.00	0.15
405 RAINY DAY	483910.14	369579.88	161226.93	692263.09	0.00	0.00	692263.09
406 LIT ED (CEDIT)	882968.28	190753.60	16626.99	1039873.96	17380.96	160.03	1057094.89
444 TIF FUND	693720.55	122226.28	38145.70	780801.13	0.00	3000.00	777801.13
445 TIF BAN	5791.10	0.00	5791.10	0.00	0.00	0.00	0.00
446 SPD CHRISTMAS FOR KIDS	18325.70	3000.00	0.00	21325.70	0.00	0.00	21325.70
502 POOL/POLICE PETTY CASH FUND	600.00	0.00	300.00	300.00	0.00	0.00	300.00
601 WATER OPERATING FUND	2213899.52	2079458.74	2500878.49	1901325.91	248175.39	357021.53	1792479.77
604 UTILITY METER DEPOSIT	179169.51	0.00	932.62	178467.69	0.00	230.80	178236.89
605 WATER BOND DEBT SERVICE	597456.00	0.00	0.00	597456.00	0.00	0.00	597456.00
606 WW OPERATING	946347.01	1432504.86	2307964.82	257464.30	168374.70	354951.95	70887.05
607 WW BOND & INTEREST	0.00	194354.50	115537.50	59113.00	19704.00	0.00	78817.00
609 WATER BOND SINKING FUND	0.00	481108.63	289715.63	143544.00	47849.00	0.00	191393.00
610 WATER CAPITOL IMPROVEMENT	189560.84	48038.05	190891.84	45376.05	1331.00	0.00	46707.05
613 WW BOND DEBT SERVICE	128997.00	0.00	8997.00	120000.00	0.00	0.00	120000.00

Installed by the TOWN OF SELLERSBURG-2015

Fund Report

All Funds


For the month of October 2019

Grouped By Bank


Ordered By Bank, Fund

FUND TITLE	BALANCE BEG OF YEAR	REVENUE YTD	DISBURSED YTD	BALANCE BEG OF MONTH	REVENUE MTD	DISBURSED MTD	CURRENT BALANCE
617 WATER CASH CHANGE FUND	450.00	0.00	0.00	450.00	0.00	0.00	450.00
626 WW TAP-IN	951028.12	120715.69	600.00	1060083.81	11060.00	0.00	1071143.81
627 WW EXPANSION	860223.67	97883.76	0.00	952607.43	5500.00	0.00	958107.43
703 METRO POLICE PENSION	174035.39	88757.96	75148.55	195206.67	0.00	7561.87	187644.80
SubTotal Bank 4	12796873.00	9324460.50	10543016.13	11929365.89	762341.36	1113389.88	11578317.37
*** GRAND TOTAL ***	12800689.22	11406716.21	12615341.28	11934471.76	954672.78	1297080.39	11592064.15

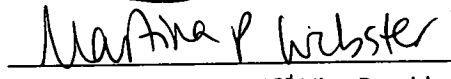
Presented by the Clerk Treasurer, Michelle D. Miller, to the Town Council at the November 25, 2019 Town Council Meeting


 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

**TOWN OF SELLERSBURG
TOWN COUNCIL MEETING MINUTES**

DATE: DECEMBER 16, 2019

LOCATION: Town Hall, 316 E. Utica Street

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
Present: James LaMaster, Member
Absent: William Conlin, Member
Present: Jacob Elder, Town Attorney
Present: Michelle Miller, Clerk Treasurer

PRAYER: Paul Rhodes

PLEDGE OF ALLEGIENCE: All Present.

MOTION TO AMEND/ADOPT THE AGENDA AS PRESENTED:

MOTION/SECOND: LAMASTER/AMOS

VOTE: 3-aye, 0-nay, motion approved.

APPROVAL OF MINUTES:

November 25, 2019 Executive Session and November 25, 2019 Regular Meeting Minutes

MOTION/SECOND: LAMASTER/AMOS

VOTE: 3-aye, 0-nay, motion approved.

APPROVAL OF ALLOWANCE CLAIMS:

MOTION/SECOND: AMOS/LAMASTER

VOTE: 3-aye, 0-nay, motion approved.

NOVEMBER 2019 FUND REPORT AS SUBMITTED BY THE CLERK TREASURER

ORDINANCES AND RESOLUTIONS:

1. 2019- OR - 036 | 2020 SALARY ORDINANCE:

1st Reading: MOTION/SECOND: LAMASTER/AMOS VOTE 3-aye, 0-nay, motion approved.

2nd Reading: MOTION/SECOND: LAMASTER/AMOS VOTE 3-aye, 0-nay, motion approved.

Motion by Amos to increase the Chief of Police pay to \$1460.00 (2020 Salary Ordinance):

MOTION/SECOND: AMOS/LAMASTER

VOTE 3-aye, 0-nay, motion approved.

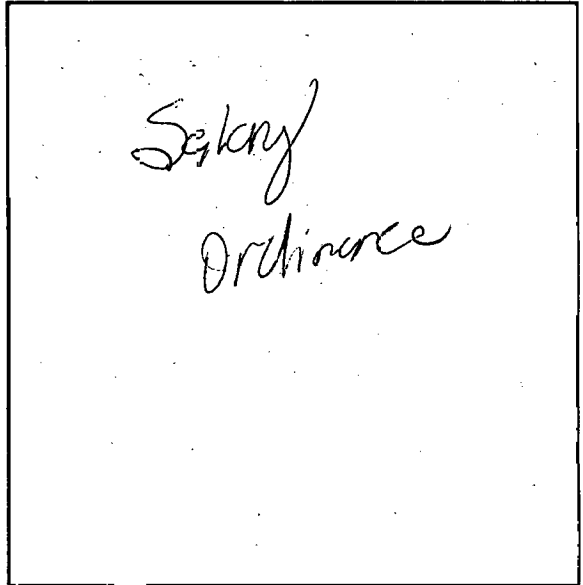
2. 2019 - OR - 037 | Repealing the Fees to be Charged by and Paid for various permits, and Inspections:

1st Reading: MOTION/SECOND: AMOS/LAMASTER
motion approved.

VOTE: 3-aye, 0-nay,

2nd Reading: MOTION/SECOND: AMOS/LAMASTER
motion approved.

VOTE: 3-aye, 0-nay,



3. 2019 – OR – 038: | Transfer of Funds:

1st Reading: MOTION/SECOND: AMOS/LAMASTER VOTE: 3-aye, 0-nay, motion approved.

2nd Reading: MOTION/SECOND: LAMASTER/AMOS VOTE: 3-aye, 0-nay, motion approved.

UNFINISHED BUSINESS

1. Proposal for the updated Comprehensive Plan and Zoning Ordinance (Amy M. Williams, AICP Taylor Siefker Williams Design Group):

2. Utility Master Plan Presentation (Mike Harris of Jacobi, Toombs, and Lanz)

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

3. 2020 CCG Proposal (Joshua Hillman of Jacobi, Toombs, and Lanz)

Motion to approve Work Order 2019-10:

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

NEW BUSINESS:

1. Service Drive Drainage Improvements | Permission to put out for quotes (Josh Hillman of Jacobi, Toombs, and Lanz)

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

2. Redevelopment Commission | 2020 Board (Brad Amos, Council Vice President)

Amos makes a motion to leave the Redevelopment Commission the same for 2020:

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

3. Employee Handbook Addendum | PTO – Same Guidelines through 01/01/2020 Apply for All Town Employees unless Specified in an Approved Hire Letter (Paul Rhodes; Council President)

Amos makes a motion that effective 1/1/2020, that the PTO in the employee handbook is the same for all employees, removing the amendments made, unless written approval is received from the Town Council President:

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

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

Terry Langford thanks Paul Rhodes and Jim LaMaster for their service.

RECEIPT OF STAFF REPORTS:

Josh Hillman (Jacobi, Toombs & Lanz)

1. Requests bid authorization for the Perry Crossing Lift Station Corosion Rehab Project:
MOTION/SECOND: AMOS/LAMASTER VOTE: 3-aye, 0-nay, motion approved.
2. Provides Bean Road pavement repair quotes.
3. Provides Project Status Updates Report

Fund Report

All Funds

For the month of November 2019

Grouped By Bank

Ordered By Bank, Fund

FUND TITLE	BALANCE BEG OF YEAR	REVENUE YTD	DISBURSED YTD	BALANCE BEG OF MONTH	REVENUE MTD	DISBURSED MTD	CURRENT BALANCE
**Bank 2							
701 PAYROLL NET SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
702 PAYROLL DIRECT DEPOSIT CL	0.00	1650472.01	1650472.01	0.00	134365.86	134365.86	0.00
731 PAYROLL FEDERAL W/H	0.00	200324.10	200324.10	0.00	17140.72	17140.72	0.00
732 PAYROLL FICA	0.00	150912.88	150912.88	0.00	12711.32	12711.32	0.00
733 PAYROLL MEDICARE WH	0.00	59350.00	59350.00	0.00	4883.08	4883.08	0.00
734 PAYROLL STATE WH	0.00	63173.86	63173.86	5546.94	5267.28	10814.22	0.00
735 PAYROLL COUNTY WH	0.00	38166.08	38166.08	3412.03	3253.86	6665.89	0.00
737 PAYROLL POLICE PERF 77	0.00	23535.26	23535.26	0.00	1993.92	1993.92	0.00
750 PAYROLL HEALTH INS.	2328.80	33849.63	31726.45	4441.32	4451.98	4441.32	4451.98
751 PAYROLL AFLAC	298.20	2708.71	2729.77	286.72	221.34	230.92	277.14
752 PAYROLL AFLAC LIFE	15.20	176.54	168.30	24.62	14.12	15.30	23.44
753 PAYROLL AUL LIFE	62.58	949.74	905.41	113.26	75.96	82.31	106.91
754 PAYROLL AUL VOL LIFE	403.57	7976.28	8295.63	55.32	781.74	752.84	84.22
755 PAYROLL VISION INS	280.94	4577.99	4529.54	-133.43	462.82	0.00	329.39
756 PAYROLL 457 DEF COMP	0.00	12791.14	12791.14	0.00	1123.16	1123.16	0.00
757 PAYROLL 457 LOAN REPAYMEN	0.00	10854.39	10854.39	0.00	762.44	762.44	0.00
780 PAYROLL CHILD SUPPORT	0.00	6350.00	6350.00	0.00	720.00	720.00	0.00
782 PAYROLL GARNISHMENT	0.00	4892.26	4892.26	0.00	575.56	575.56	0.00
799 PAYROLL MISC	426.93	0.00	426.93	0.00	0.00	0.00	0.00
SubTotal Bank 2	3816.22	2271060.87	2269604.01	13746.78	188805.16	197278.86	5273.08

**Bank 4							
101 GENERAL FUND	2532475.73	2706130.90	3673458.88	1657636.17	119028.70	211517.12	1565147.75
102 CCMG 2017 SHIRLEY/PRATHER PROJECT	542165.33	0.00	420984.75	121180.58	0.00	0.00	121180.58
105 CCMG DES#:1802708 N NEW ALBANY	0.00	175970.05	149084.69	156630.94	0.00	129745.58	26885.36
106 CCMG DES#:1802706 DOWNTOWN PAVING	0.00	296166.35	243676.42	66867.86	0.00	14377.93	52489.93
107 CCMG DES#:1802721 COOPERDALE	0.00	237500.05	218148.52	185521.39	0.00	166169.86	19351.53
201 MOTOR VEHICLE HIGHWAY	304985.85	122937.51	113547.77	309609.52	13111.11	8345.04	314375.59
202 LOCAL ROAD & STREET	261709.47	115857.17	100000.00	266194.51	11372.13	0.00	277566.64

Fund Report

All Funds

For the month of November 2019

Grouped By Bank

Ordered By Bank, Fund

FUND TITLE	BALANCE BEG OF YEAR	REVENUE YTD	DISBURSED YTD	BALANCE BEG OF MONTH	REVENUE MTD	DISBURSED MTD	CURRENT BALANCE
203 MVH RESTRICTED	0.00	120714.52	0.00	109126.40	11588.12	0.00	120714.52
204 PARK & RECREATION	322617.91	170159.38	134870.36	362385.04	0.00	4478.11	357906.93
217 WILKERSON PARK MEMORIAL	1496.86	0.00	222.61	1274.25	0.00	0.00	1274.25
228 RETIREE'S INSURANCE FUND	123440.00	6520.00	0.00	129640.00	320.00	0.00	129960.00
229 LIT/PUBLIC SAFETY FUND	129676.77	269990.12	251368.00	133265.45	19690.92	4657.48	148298.89
232 DOWNES RESTITUTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
233 LECE	74384.60	6532.00	1113.59	79198.01	605.00	0.00	79803.01
256 POLICE GRANTS	7270.45	89676.79	87088.24	-1114.16	61143.52	50170.36	9859.00
257 LIT SPECIAL DISTRIBUTION	81141.71	0.00	0.00	81141.71	0.00	0.00	81141.71
258 POLICE STATION FUND	113.60	0.00	0.00	113.60	0.00	0.00	113.60
260 HUMANA REBATE	0.00	8019.28	8019.28	0.00	0.00	0.00	0.00
401 CUM CAP IMP - CIG TAX	88911.74	6763.93	18137.33	77538.34	0.00	0.00	77538.34
402 CUM CAP DEVELOPMENT	0.15	0.00	0.00	0.15	0.00	0.00	0.15
405 RAINY DAY	483910.14	369579.88	170476.93	692263.09	0.00	9250.00	683013.09
406 LIT ED (CEDIT)	882968.28	208134.56	16645.80	1057094.89	17380.96	18.81	1074457.04
444 TIF FUND	693720.55	122226.28	41145.70	777801.13	0.00	3000.00	774801.13
445 TIF BAN	5791.10	0.00	5791.10	0.00	0.00	0.00	0.00
446 SPD CHRISTMAS FOR KIDS	18325.70	6450.00	0.00	21325.70	3450.00	0.00	24775.70
502 POOL/POLICE PETTY CASH FUND	600.00	0.00	300.00	300.00	0.00	0.00	300.00
601 WATER OPERATING FUND	2213899.52	2303730.91	2717085.68	1792479.77	224272.17	216207.19	1800544.75
604 UTILITY METER DEPOSIT	179169.51	0.00	1004.45	178236.89	0.00	71.83	178165.06
605 WATER BOND DEBT SERVICE	597456.00	0.00	0.00	597456.00	0.00	0.00	597456.00
606 WW OPERATING	946347.01	1597729.46	2478202.24	70887.05	165224.60	170237.42	65874.23
607 WW BOND & INTEREST	0.00	214058.50	115537.50	78817.00	19704.00	0.00	98521.00
609 WATER BOND SINKING FUND	0.00	528957.63	289715.63	191393.00	47849.00	0.00	239242.00
610 WATER CAPITOL IMPROVEMENT	189560.84	49369.05	190891.84	46707.05	1331.00	0.00	48038.05
613 WW BOND DEBT SERVICE	128997.00	0.00	8997.00	120000.00	0.00	0.00	120000.00
617 WATER CASH CHANGE FUND	450.00	0.00	0.00	450.00	0.00	0.00	450.00
626 WW TAP-IN	951028.12	140445.69	600.00	1071143.81	19730.00	0.00	1090873.81
627 WW EXPANSION	860223.67	108883.76	15880.58	958107.43	11000.00	15880.58	953226.85



Fund Report

Date: 12/17/2019 09:48:11

All Funds

FUNDACCOUNTS.FRX

For the month of November 2019

User Id: MICHELLE

Grouped By Bank

Ordered By Bank, Fund

FUND TITLE	BALANCE BEG OF YEAR	REVENUE YTD	DISBURSED YTD	BALANCE BEG OF MONTH	REVENUE MTD	DISBURSED MTD	CURRENT BALANCE
703 METRO POLICE PENSION	174035.39	88757.96	82710.42	187644.80	0.00	7561.87	180082.93
SubTotal Bank 4	12796873.00	10071261.73	11554705.31	11578317.37	746801.23	1011689.18	11313429.42
*** GRAND TOTAL ***	12800689.22	12342322.60	13824309.32	11592064.15	935606.39	1208968.04	11318702.50

Jacob "Jake" Elder, Town Attorney

1. Presents his contact for 2020 for Council approval:
Motion by Amos and Amos also states that the insurance premiums and fees will be the same as Town Employees:
MOTION/SECOND: AMOS/LAMASTER VOTE: 3-aye, 0-nay, motion approved.

COMMENTS FROM COUNCIL MEMBERSHIP (Good of the order):

District 3: Brad Amos

Asks Clerk Treasurer Miller what needs to be done to get the claims paid in a timely manner. Clerk Treasurer Miller advises that the vouchers need to be turned in timely and correct and they will be processed timely.

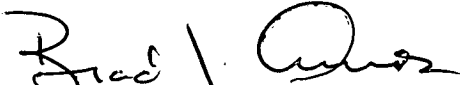
Clerk Treasurer: Michelle Miller

1. Clarification on the Board pays. Is it annually or per meeting attended?
Motion by AMOS to pay the Board's the annual amount no matter how many meeting were attended.
MOTION/SECOND: AMOS/LAMASTER VOTE: 3-aye, 0-nay, motion approved.


ADJOURN:

MOTION/SECOND: LAMASTER/AMOS VOTE: 3-aye, 0-nay, motion approved.
TIME: 7:08 p.m.


Minutes approved this 27th day of January, 2020




Brad J. Amos, Council Member




Matt Czarnecki, Council Member



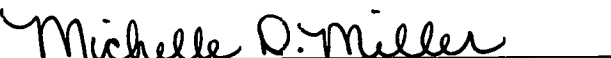
Scott McVoy, Council Member



Terry Langford, Council Member



Randall Mobley, Council Member



Attest: Michelle D. Miller, Clerk Treasurer

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