



Important Phone Numbers

Police	911 or 884-0080
Water Emergencies	476-3055
Billing Questions	583-4944
Clerk's Office	583-0089
Republic/Allied Waste	477-9138
Streets and Water	583-3430

Councilmen

Kevin Burk	404-1481
Jackey Apache	583-2904
Doyle Allison	583-9481
Amy Brown	376-0366
Rick Hadley	418-5742

New "2020" Trash & Recycle Calendar is enclosed!! As well, you can go to Otterbein.in.gov in the communication's tab for the calendar!!

EXTRA!
EXTRA!
Read all about it!

Trash/Recycle pickup moved, due to the holiday!
Trash/Recycle pickup for January 1st has been moved to Thursday, January 2nd due to the New Year Holiday.

FRESH CHRISTMAS TREE DISPOSAL



Do you have a live (or dead) Christmas tree to dispose of? Republic Waste will be accepting those on

Wednesday, January 8th during their trash pickup day.
Make sure to have them out the night before with trash!!

calendar
January 2020

30 th	Closed Year End Processing
31 st	Town Hall Closed
1 st	Town Hall Closed
2 nd	Trash & Recycle*
7 th	Town Council Meeting 6:00 PM
15 th	Trash & Recycle*
20 th	Town Hall Closed
21 st	Town Council Meeting 6:00 PM
29 th	Trash & Recycle

Six Great Tips to Keep Pipes From Freezing

By: Erin Eberlin

(<https://www.thebalance.com/stop-freezing-pipes-2124982>)

- #1 Keep the Heat On
- #2 Allow Faucet to Drip
- #3 Keep Interior Doors Open
- #4 Seal up Cracks & Holes
- #5 Apply Heating Tape
- #6 Add Extra Insulation



Pay your bill online or by text

Go to: Otterbein.in.gov and click the link or



Winner's of the Otterbein Rotary Annual Light Contest:



First Place Winner: Carol & Randall Hartley, 412 E 1st St

Second Place Winner: Betsy & Kent Jones, 307 E Sunset St

Third Place Winner: Monica & Chris Clawson, 206 N Columbia St

Thanks to everyone for their holiday participation and congratulations to the winners of the 2019 "Tour of Lights"!

Helpful Tip during Winter:

Due to winter being upon us, and the possibility of more winter storms approaching. Please be aware that East and West Oxford Street has the ability to drift significantly; hindering the ability for safe travels. A much safer route to travel is north Main St to US 52. Thanks!

TOWN COUNCIL MEETING
TUESDAY, DECEMBER 3, 2019 AT 6:00 PM

Council President Amy Brown called the meeting to order at 6:04 PM with members Jackey Apache and Richard (Rick) Hadley present. Members Kevin Burk and Doyle Allison were absent.

The Council held the hearing on disconnects. No one was present to discuss their situation. Jackey Apache made the motion to approve those listed on the disconnection list be disconnected. Rick Hadley seconded the motion and all were in favor.

Approval of November Minutes were tabled because Council had not had time to read; Amy Brown read the summary of claims presented for a total of \$145,817.96. Jackey Apache made the motion to approve the claims as presented. Rick Hadley seconded the motion and all were in favor.

BF&S Engineer Dave Buck updated the Council on the Lift Station Project. Planning to advertise in the December 11 & 18, 2019 papers with pre-bid meeting on December 19, 2019. Amy Brown made the motion to approve the advertisement for the Lift Station Project. Rick Hadley seconded the motion and all were in favor.

Jeremy Duff with KJG Architecture presented the new design of the community center. The Council was given pictures of different color schemes and the council chose a gray color scheme with the Terra Rosa Versetta stone. It is planned to hold pre-bid meeting on January 9, 2020 at 2:00 PM and open bids on January 21, 2020 at 10:00 AM with recommendation given to Council at the January 21, 2020 at 6:00 PM Council Meeting.

Deputy Marshal Jason Pritchett presented quotes for a body cam from Axon for \$699.00 and a radar gun from Fleet Safety for \$2329.95. He was not sure if there would be shipping cost on those items. Amy Brown made the motion to order the items with a not to exceed \$3,100. Rick Hadley seconded the motion and all were in favor.

Town Administrator Ron Shoup presented 2 quotes for tires for the bobcat. The first quote was from Raben Tire and Kyburz Auto. Amy Brown made the motion to purchase the tires from Raben Tire for \$691.00. Jackey Apache seconded the motion and all were in favor. He discussed signage and bollards or fencing etc. along the east edge of the ball diamonds along Church to keep people from driving on the sidewalk. He is to get quotes on options and report back. He stated that Milestone has completed the street project punch list.

Utilities Operator Lorean Johnston presented quotes for general stock items for the utilities. One from EJP and one from Utility Supply. Rick Hadley made the motion to order the supplies from Utility Supply Company in the amount of \$4972.17. He then presented one quote from EJP to have some inventory of meters. EJP is the company that sells the brand we use. The quote was for \$680. Jackey Apache made the motion to approve the purchase. Amy Brown seconded the motion and all were in favor.

Clerk-Treasurer Treeva Sarles presented resolution 2019-1203A A Resolution Approving Budget Line Transfers. Amy Brown made the motion to adopt Resolution 2019-1203A. Rick Hadley seconded the motion and all were in favor. She presented Resolution 2019-1203B A Resolution of the Town Council of the Town of Otterbein, Indiana Approving Certain Matters in the Connection with the Establishment of an Economic Development Area and An Allocation Area and the Approval of an Economic Development Plan for Said Area. Amy Brown made the motion to adopt Resolution 2019-1203B. Jackey Apache seconded the motion and all were in favor.

With nothing else to come before the Council, Rick Hadley made the motion to adjourn at 7:14 PM. Amy Brown seconded the motion and all were in favor.

PUBLIC HEARING OF THE REDEVELOPMENT COMMISSION AND THE TOWN COUNCIL MEETING

TUESDAY, DECEMBER 17, 2019 AT 6:00 PM

President of Redevelopment Commission Amy Brown called the meeting to order at 6:02 PM with members Jackey Apache, Kevin Burk and Richard (Rick) Hadley present. Member Doyle Allison was absent.

Amy asked if there were any public comments. Otterbein Public Library Director Latisha Provo asked questions regarding the Tax Impact. Clerk-Treasurer Treeva Sarles explained. Member Jackey Apache asked if her questions were answered and she said yes.

Resolution 2019-1217, A Resolution of the Otterbein Redevelopment Commission Confirming the Establishment of the Otterbein Economic Development Area and Related Allocation Area in the Town of Otterbein, Indiana and Approving an Economic Development Plan for Said Area, was presented. Rick Hadley made the motion to adopt Resolution 2019-1217. Jackey Apache seconded the motion and all were in favor.

Kevin Burk made the motion to adjourn the Public Hearing at 6:08 PM. Jackey Apache seconded the motion and all were in favor.

Council President Amy Brown called the Town Council Meeting to order at 6:09 PM with members Jackey Apache, Kevin Burk and Richard (Rick) Hadley present. Member Doyle Allison was absent.

Resident Mike Humphrey thanked all who were involved on the street/sidewalk project on Main Street. It really helped with issues at the end of his driveway holding water.

Jeremy Duff with KJG Architecture, Tim Clark with INTAC Management and Dave Buck with BF&S Engineering gave updates on the community center changes to the final design. Advertisement for bids are to be in the papers December 18 & 25, 2019. Pre-bid meeting will be January 9, 2020 and bids will be open as planned on January 21, 2020.

Kevin Burk made the motion to approve the November 2019 Minutes as presented. Jackey Apache seconded the motion and all were in favor. Amy Brown read the summary of claims for a total of \$821,344.54. Kevin Burk made the motion to approve the claims as presented. Rick Hadley seconded the motion and all were in favor.

BF&S Engineer Dave Buck updated Council on the Lift Station Project and bids will be opened at the regular Council Meeting on January 7, 2020. He presented Change Order 1 in the Milestone Contract for a deduct of \$5,301.60. Kevin Burk made the motion to approve Change Order 1. Rick Hadley seconded the motion and all were in favor. He presented the Certificate of Completion and Acceptance of the Milestone paving project. Kevin Burk made the motion to approve the Certificate. Jackey Apache seconded the motion and all were in favor. He presented Supplement 1 to the CCMG 2019-2 Project. This is the 2nd street paving project from Main to Brown that will be bidding the beginning of 2020. The Supplement is to put the bid packet together and to inspect the project. The cost is \$24,000. Jackey Apache made the motion to approve Supplement 1 to the CCMG 2019-2 BF&S Agreement. Amy Brown seconded the motion and all were in favor. Dave presented Supplement 1 to the Community Center Project to increase the site plan expense for the changes during re-bid 1 for a not to exceed \$4700. Kevin Burk made the motion to approve Supplement 1 to the Community Center site design. Rick Hadley seconded the motion and all were in favor.

Utilities Operator Lorean Johnston gave a general update.

Clerk-Treasurer Treeva Sarles presented details about an Apprentice Program for Water or WWT through the Alliance of Indiana. This program would train and pay salary for 24 months for 1 employee to become a licensed operator. The Council, Lorean and Treeva discussed the pros and cons to participate in the program. Kevin Burk made the motion to apply for a spot in the program. Amy Brown seconded the motion and all were in favor. Lorean Johnston stated that employee Jake Pool would be who we would send through the project. As part of the program the Council needs to state at the end of the program what salary would we pay an operator. Jackey Apache suggested \$38,000. Jackey made the motion to set the pay once the program is complete and he is licensed at \$38,000. Rick Hadley seconded the motion and all were in favor.

Treeva presented the year-end utility bill write-off list. These are due to tax sales or bills created after the sale of property that we were unaware of sold. The total for 2019 is \$1,991.27. Kevin Burk made the motion to approve the write-offs listed. Amy Brown seconded the motion and all were in favor.

Kevin Burk announced that 2020 is his last year as Councilman and that we need to get the word out for anyone interested in becoming a Councilman as they need to file soon if they want to be on the primary ballot. He also announced we need to find a new IT Firm. He will continue to help until one is found but wants us to be actively searching for a new firm. He does not want to continue being our contracted IT person.

Rick Hadley asked about the Old Community Center Sign and that it is still on the building that was sold. The owner of the building was present at the meeting and stated he will get it down.

With nothing else to come before the Council, Jackey Apache made the motion to adjourn the meeting at 7:01 PM. Rick Hadley seconded the motion and all were in favor.