



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	491-4594
Doyle Allison	583-9481
Amy Brown	376-0366
Rick Hadley	418-5742

CALENDAR SEPTEMBER 2020

- 3rd Town Council Meeting 6 pm
- 7th **Town Hall Closed due to Holiday**
- 8th Limb Pickup Begins due to Holiday
- 10th **Trash/Recycle due to Holiday***
- 17th Town Council Meeting 6 pm
- 23rd Trash/Recycle



Pay your bill online or by text

Go to: Otterbein.in.gov and click the link/
Invoicecloud.com/OtterbeinIN

Mark your Calendar's

The final limb pickup of the season will begin the **1st Monday of the month of October**. So that means, it'll be time for raking and bagging the leaves! We'll keep you posted for those Republic Leaf pickup dates, which are usually on a Saturday in November, and December.



COVID 19 Update

Penalties will resume in September, and disconnections in October. As, Governor's orders, penalties and disconnection were lifted as of 08/14/20. **If you are behind in your utility bill, please contact the Town Hall to make a pay arrangement at 765-583-4494.** We're open, and masks are required. One just needs to knock or call, upon arrival.

Hydrant Flushing

The Town of Otterbein Water Department will be starting hydrant flushing in the next few months. This is a type of maintenance performed on the main water lines to flush out any build up from sediment in the water mains to ensure water quality. During this time you may see hydrants open and flushing and you may have a rust colored water enter the house. This is normal and the discolored water is safe to drink, though it may not be pleasant. If you happen to have rust colored water enter your service line, turn on the cold water, preferably the bathtub for more flow, and flush your lines until the color is back to normal clear drinking water (roughly 10-20 mins depending on length of your service line). Once you have flushed with cold water, you can run the hot water to ensure no sediment has entered the tank. If there is discoloration in the hot water, flush with hot water to clear the sediment. After flushing is complete, you may want to remove any aerators on faucets and rinse them of any debris that they may have caught. If you have any questions pertaining to hydrant flushing or any other water treatment questions, feel free to call Lorean Johnston at 765-476-3055.

TOWN COUNCIL MEETING

THURSDAY, AUGUST 6, 2020 6:00 PM

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

BF&S Engineer Dave Buck informed Council that he has had the walkthrough with Milestone and put the punch list together. Rick informed Dave that he is not happy with the workmanship where the concrete sidewalk meets the stone on the new building. Dave will look into, if there is a solution to the issue. He updated the Council on the Dollar General utility extension and that is moving along well.

The Council discussed Farm Animals in town. We are having more and more chickens in town and at the entrances to town, so that is the first thing people notice. The Nuisance Ordinance we just passed on page 6 discussed farm animals and limitation. It is felt the ordinance is not strict enough. A Special Session was scheduled for August 17, 2020 at 6:00 PM to be able to really digest the Nuisance Ordinance and discuss with the Town Attorney.

Clerk-Treasurer read the summary of claims presented for a total of \$157,473.26. Doyle Allison made the motion to approve the claims as written. Rick Hadley seconded the motion and all were in favor. Kevin Burk made the motion to approve the July 2020 Minutes as written. Doyle Allison seconded the motion and all were in favor.

Treeva presented Resolution 2020-0806 A Resolution adjusting Appropriations with in the 2020 budget. Rick Hadley made the motion to adopt Resolution 2020-0806. Doyle Allison seconded the motion and all were in favor. Treeva presented a situation where a land owner, Evergreen

Campus Rentals, did not mow their grass, the town sent notice and the allotted time expired so the town mowed the property and sent the invoice. They are claiming that they did not receive the notice in the mail until after we had mowed. They would like the town to waive the invoice. The Council said we need to abide by the ordinance and their property should have never gotten in to the situation where the town had to send notice and for that reason Kevin Burk made the motion that the invoice stands and they landowner needs to pay it. Rick Hadley seconded the motion and all were in favor.

Rick asked if there was a way to notify residents when Clean Sweep is coming to town, so that cars can be moved. Currently there are a lot of areas where clean sweep has to go around the parked cars and there for the streets aren't getting swept as good as they should. Town employees will look into a way to improve this situation.

With nothing else to come before the Council, Rick Hadley made the motion to adjourn at 7:08 PM. Doyle Allison seconded the motion and all were in favor.

TOWN COUNCIL MEETING

THURSDAY, AUGUST 20, 2020 AT 5:30 PM

Council President Amy Brown called the meeting to order at 5:31 PM with all members present.

The Council discussed in great detail the Nuisance Ordinance. Discussion topics were Businesses that have junk and weeds etc. Town Attorney Jud Barce stated that land use is covered under the zoning code. We are currently under the Benton County Zoning Code and he will look into what it says in regards to a car lot having junk cars etc. In regards to weeds and trash that is currently covered under our current ordinance. The second topic was chickens and rabbits. Some Council feels like they should be banned from town. Other Council feels they are fine but we could tighten the ordinance on them. Different ideas were thrown out as to how this could be controlled better. Jud will put together a revised Ordinance and email it to Council for review.

Amy read the summary of claims for a total of \$218,299.39. Jackey Apache made the motion to approve the claims as presented. Doyle Allison seconded the motion and all were in favor.

Town Administrator Ron Shoup informed the council that there is a resident wishing to purchase a lot on Central Street. Treeva informed the Council we have BF&S under contract to study Central Street to see if we can make the lots buildable, lots so they can be sold for homes, and creating more revenue. The Council said they need to wait until the study is complete before selling off lots. Mr. Haan, whom owns the building next to the current town hall, is planning to do some improvement to his building, and to park his Recreational Vehicle. So, Mr. Haan was wondering if the town had an issue with that. We aren't sure why he is asking the town. Permits are handled through the County.

Utilities Operator Lorean Johnston presented a quote for annual water testing. He tried to get a second and the company was unresponsive. The quote he did receive was from ESG Labs for \$745.00. Jackey Apache made the motion to approve the request. Rick Hadley seconded the motion. Amy Brown, Rick Hadley, Jackey Apache and Doyle Allison were in favor. Kevin Burk was opposed. Motion carries.

Clerk-Treasurer Treeva Sarles discussed with Council that the ban for penalties and shutoffs was lifted August 14, 2020. Therefore, her recommendation would be that with the September 1, 2020 bill penalties will start being imposed again, which for September would be September 16, 2020. Shutoffs for non-payment will begin with a list being presented for hearing on October 1st. It is recommended that payment arrangements we granted up to 6 months. Ours is currently 3 months. The Council unanimously agreed to proceed with her recommendations; penalties begin, September 16, shutoff hearing, October 1st, and payment arrangements for those catching up from the COVID-19 issues be given 6 months. She then discussed the ever changing COVID-19 recommendations and how to handle employees being sick in general or with COVID-19 or exposure to COVID-19. The Council said it is really going to have to be by a case by case situation. We are all essential personnel. We need to be cautious but so many recommendations and factors are changing. An employee with a fever needs to stay home and not return until fever free for 24 hours. If they miss more than 3 days our current policy states employee needs a doctor's note. If they are exposed, Council needs to discuss prior to their return so that the current CDC Recommendations are reviewed. She reminded Council that their will be an Additional Appropriation Hearing as part of the September 17, 2020 meeting. She presented quotes for several items in regards to our IT Firm that Council agreed to a few meetings back. The first one is the actual contract between Roeing IT Solutions and the Town of Otterbein. Kevin Burk made the motion to enter into contract with Roeing IT Solutions. Rick Hadley seconded the motion and all were in favor. She presented a quote from Roeing to replace the Office Assistant's computer and add a computer to the Police Department. The cost for the two computers and set up is \$2,378.00. Rick Hadley made the motion to purchase the computers and have Roeing set them up. Doyle Allison seconded the motion and all were in favor. In assessing the equipment needs for the new building, Roeing is suggesting a new Ethernet Switch 24 port. For the Switch and install will be \$975.00. Kevin Burk made the motion to approve the switch, but wants Treeva to find out what the quote is referring to as communication services. Rick Hadley seconded the motion and all were in favor. Lastly, Roeing submitted a quote for the 5 TVs to be used as monitors for presentations, etc. at the new building. The large community room will have 2- 65-inch TVs, the small community room will have a 55-inch TV and offices will have 2 - 42- inch TVs. The Quote includes the TVs, the brackets and install for \$3,704.00. Amy Brown made the motion to approve the TV quote from Roeing. Doyle Allison seconded the motion and all were in favor.

The Rotary Club is requesting permission to put Pickleball lines on the Tennis Courts and several people in the area play. Rick Hadley made the motion to approve the request. Jackey Apache seconded the motion and all were in favor.

Rick feels as the Building Project is about done; Rick would like Tim Clark to come to the next meeting and update/discuss the building with the Council. Treeva will see if he is available.

BF&S Dave Buck updated the Council on the utility extension to Dollar General. They have found a leak in the sewer, so the contractor will be patching that. It will be rechecked at 45 days complete. The Water line will be tested on August 21, 2020 and again at the 45 complete mark.

With nothing else to come before the Council, Rick Hadley made the motion to adjourn at 7:47 PM. Doyle Allison seconded the motion and all were in favor.