



OTTERBEIN

TOWN BETWEEN TWO COUNTIES
A place for family

November 30 2020

Vol. 25.11

104 E 2nd St, PO Box 215

765.583.4944

www.otterbein.in.gov

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

Calendar December 2020

2 nd	Trash & Recycle *
3 rd	Town Council Meeting 6:00 PM
5 th	Leaf Pickup
16 th	Trash & Recycle *
17 th	Town Council Meeting 6:00 PM
24 th	Town Hall Closed
25 th	Town Hall Closed
30 th	Trash & Recycle *
31 st	Town Hall Closed
1 st	Town Hall Closed
4 th	Town Hall Closed



Pay your bill online or by text

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

Invoicecloud.com/OtterbeinIN



Last Leaf Pickup Day!

Saturday, December 5th

Leaves **must** be bagged at the curbside by 6:00 am.

Town Hall's Holiday Hours...

We'll be closed on December 24th, 25th, 31st, and January 1st due to the Holidays! Also, the Town Hall is closed on the January 4th for our End of the Year Process.

Remember, the Farmer's & Merchant bank takes water payments with your account number. Online through Invoice Cloud. As well, at our new location 111 S Main Street, the drop box is out front of the building.



Otterbein Rotary Club will be holding their annual,

Christmas Decorating Contest!

Saturday, December 12th judging will take place at 7:00 pm.

Make sure your Christmas lights are on that Saturday night!

Library News...

Holiday Book Sale - November 30th to December 5th

MGOL - Every Tuesday at 10:30 am

Preschool Storytime - Every Tuesday at 11:15 am

Christmas with the Clauses, & Silly Safari - Friday, December 11th at 6:00 pm to 8:30 pm; Story time, a picture with Santa, live animal show, and decorate a gingerbread house.

Pinterest Night - Thursday, December 17th at 6:00 pm

Closed December 24th thru 26th, and December 31st thru January 2nd for the Holidays!

New "2021" Trash & Recycle Calendar is enclosed! As well, you can go to Otterbein.in.gov in Town Newsletter link for the calendar!

TOWN COUNCIL MEETING
THURSDAY, NOVEMBER 5, 2020 AT 6:00 PM

Council President Amy Brown called the meeting to order at 6:03 PM with all members present.

Council held the Hearing on Utility Disconnection for non-payment. Clerk-Treasurer Treeva Sarles presented the list of customers in violation. No customer was present to discuss their situation. Richard (Rick) Hadley made the motion to approve those listed be disconnected. Kevin Burk seconded the motion, and all were in favor.

Resident Wayne Chambers discussed with Council sidewalks being blocked with trashcans, cars parked on them, and tree limbs hanging low. The Council discussed and will look into an ordinance.

BF&S Engineer Dave Buck discussed the Milestone punch list. They will be out to finish this week. However, the sidewalk continues to be a concern. The Council believes the correct way to fix it, is to remove the sidewalk, and pour a new one. Sealing it is not a good option, and the Council feels it is just them not wanting to fix it. Dave will have more discussion with Milestone and investigate a sidewalk setting against the Versetta stone.

Amy Brown read the summary of claims presented for a total of \$254,641.88. Jackey Apache made the motion to approve claims as presented. Rick Hadley seconded the motion, and all were in favor. Kevin Burk made the motion to approve the October 2020 Minutes as written. Rick Hadley seconded the motion, and all were in favor.

Town Administrator Ron Shoup is back to researching flagpoles, because the one we were looking at was not going to fit in the space we have.

Utilities Operator Lorean Johnston informed the Council that he put Well #3 Maintenance out for quotes. He only received 1 from Peerless. Rick Hadley made the motion to have Peerless perform the maintenance. Jackey Apache seconded the motion, and all were in favor.

Clerk-Treasurer Treeva Sarles discussed with the Council possible rules and charges for the Community Center. It was discussed a \$100 deposit. If it is a resident or non-profit organization, there will be no charge, but they will pay the refundable deposit back if the facility is left in the same condition, they received it. For others, \$75 a room for a 4-hour block period. The Council would like research on the Pandemic protocol. There are mixed feelings about allowing alcohol so Treeva is to check with the insurance and attorney about allowing it and see what they say. The council does want the rules to include no confetti, glitter, or smoke machines. Treeva will do some more research and put together a draft contract and rules to follow.

The Council wants to hold an employee dinner of appreciation for all the work they did on the new building, saving the town thousands of dollars. They are going to verify with employees that November 20th will work for everyone.

With nothing else to come before the Council, Rick Hadley made the motion to adjourn at 7:32 PM. Jackey Apache seconded the motion, and all were in favor.

TOWN COUNCIL MEETING
NOVEMBER 19, 2020 AT 6:00 PM

Council President Amy Brown called the meeting to order at 6:01 PM with all members present.

Tim Clark with INTAC Management LLC, who is the Town's construction manager for the new building, updated the council on the punch list and it is very close to being complete. He is looking into an option for speakers. Councilman Richard (Rick) Hadley asked about the exhaust pipe on the top of the building. He was unaware of it and will add it to the list.

Clerk-Treasurer Treeva Sarles presented Pay Application 8 for Tri-Tech for \$4,750. Jackey Apache made the motion to approve the claim for payment. Doyle Allison seconded the motion, and all were in favor.

BF&S Engineer Dave Buck presented a contract for CCMG Grant Assistance for 2021. Kevin Burk made the motion to

enter the contract with BF&S for \$4,200. Rick Hadley seconded the motion, and all were in favor. He has updated our PARSER Rating tables on the streets to LTAP as required by INDOT so we will be ready for the next round of grants. He updated Council on the punch list of Milestone Street Paving/sidewalk project. They have been out to do some on the punch list. Milestone is not wanting to re-do the sidewalk. Dave has some information from the Versetta Stone manufacture and there may be an issue with the way it was installed and therefore, causing the issue with the sidewalk. He is waiting on some more information. Tim Clark will also talk with Jeremy the architect to see if they can help understand the Versetta stone piece. Dave has compared quantity to milestone tickets and there was an overrun, but we did get the quantity they are charging for. This will create Change Order #6 for \$2,035.74. Rick Hadley made the motion to approve Change Order #6. Doyle Allison seconded the motion, and all were in favor. Because of the sidewalk issue being resolved. Milestone had not billed but is wanting some payment. Dave recommends we pay everything but 10% of the total. That would be enough to resolve the sidewalk issue, once an agreed upon method is decided. Rick Hadley made the motion to approve Pay Application 1 for Milestone in the amount of \$223,291.39, which is everything except a 10% retainage. Jackey Apache seconded the motion and all were in favor.

Amy Brown read the summary of claims presented for a total of \$68,319.74. Jackey Apache made the motion to approve the claims as presented plus the Tri-Tech Pay Application 8 and Milestone Pay Application 1. Rick Hadley seconded the motion, and all were in favor.

Treeva Sarles presented information from Utilities Operator Lorean Johnston since he was unable to attend the meeting. His report was the Lighting project at the WWT Plant is complete. The Blowers have been inspected by the staff and need maintenance; he will have quotes for the next meeting. The Council would like him to email them the details of that inspection. The sewer jet is at the shop being repaired. Well #3 has been repaired and it needed the same maintenance as Well #4 did. The last test was sent to lab today and if it passes then Well #3 will be put back online. He had sent Council 3 quotes for a new Surface Pro. They were all for \$799. The quotes were from Walmart, Amazon, and Best Buy. Rick Hadley made the motion for him to purchase a Surface Pro. Jackey Apache seconded the motion and all were in favor. He emailed them 2 quotes for batteries for the substation of the meter read system, there are two. The quote is for 1 so that figure needs doubled. Interstate Batteries for \$446.50 a piece, and Battery Supply Plus for \$410.99 each. Kevin Burk made the motion to buy the needed batteries from Battery Supply Plus. Doyle Allison seconded the motion, and all were in favor.

Town Administrator Ron Shoup just updated the Council that the Pavilion at the park is almost completed. Road Salt has been ordered, and the Salt Barn has been repaired. Christmas decorations will be going up yet this week.

Clerk-Treasurer Treeva Sarles presented the Contract with Taylor Siefker Williams Design Group for the Comprehensive Plan. This is for \$40,000. Kevin Burk made the motion to enter the contract. Jackey Apache seconded the motion and all were in favor. She presented the contract for grant administration for the Comprehensive Grant from Priority Projects, Shannon McLeod, for \$5,000. Rick Hadley made the motion to enter the contract with Priority Projects. Kevin Burk seconded the motion, and all were in favor. Treeva presented Resolution 2020-1119 A Resolution moving budgets between budget lines. Amy Brown made the motion to approve Resolution 2020-1119. Jackey Apache seconded the motion and all were in favor. She informed the Council that the 2021 Budget has been improved from the State Department of Local Government Finance. She updated them on some grant changes and that there will be paperwork forthcoming in December.

Council discussed the December meetings. Typically, they have 1 but this year it appears we will need both, so the December meetings stand as December 3rd, and December 17th, 2020. The Employee Appreciation Dinner has been hard to schedule to get everyone able to attend. November 20th did not work. December 4th works for everyone but 2. It seems that December 18th works for everyone. Treeva is to confirm the date of the 18th with the employees and let the Council know if we are moving it to the 18th or keeping it on the 4th.

With nothing else to come before the Council, Jackey Apache made the motion to adjourn at 7:05 PM. Doyle Allison seconded the motion, and all were in favor.