



OTTERBEIN

TOWN BETWEEN TWO COUNTIES

A place for family

February 29, 2016
Vol. 21.02

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

Ron Shoup	337-5876
Kevin Burk	404-1481
Dirk Studebaker	574-551-2903
Doyle Allison	583-9481
Amy Brown	376-0366



Go Green - Pay Online



Less Clutter, Better for the Environment

Go Paperless!



Online bills can replace your paper bills.

- Save Time, Money, and Gas
- Support the Environment
- Reduce Paper Clutter

Go To: www.otterbein.in.gov & select "OTTERBEIN UTILITY ONLINE BILL PAY"

We've had an awesome kick-off to our new online billing payment service. You made it a rockin' success!! The feedback has been very positive, "easy setup!" "love having access to my account, online".

If you haven't had the chance to register your account, try it today. Once you are registered, your account information is as close as your computer, smart phone or tablet. If you don't want to pay your bills online you can still **go paperless!**

If you need help, give us a call or stop in. We have a kiosk available for public use.

Calendar

March 2016

1st	Town Council Meeting 6:00 PM
2nd	Trash & Recycle
15th	Town Council Meeting 6:00 PM
16th	Trash & Recycle
25th	Town Hall Closed
30th	Trash & Recycle

HAPPY

Easter

TOWN-WIDE EASTER EGG HUNT

SUNDAY, MARCH 13, 2016

12:30 PM

SPONSORED BY THE D&R NITE OWL

MEET AT THE OTTERBEIN PRAIRIE COMMUNITY CENTER

Hamburgers & Hotdogs, chips, brownies, lemonade and hot chocolate will be provided by the Nite Owl.

Cash prizes for top winners being provided by the Otterbein Rotary

There will be 2 age groups

Ages 1-5 and 6-10.

Main Street will be blocked during the Egg Hunt from 2nd Street to the Funeral home..

The 1-5 Age group will be in Thompson Park for their egg hunt

The 6-10 age group will be throughout the downtown area for their Egg Hunt.

Please come and enjoy this FREE Community Event

More News located on back page



TOWN COUNCIL MEETING
TUESDAY, FEBRUARY 2, 2016 6:00 PM

Council President Kevin Burk called the meeting to order at 6:00 PM with members Ron Shoup, Amy Brown and Doyle Allison present. Member Dirk Studebaker was absent.

The Council conducted the hearing for those listed on the utility shutoff list. No residents were present to discuss their situation. Amy Brown made the motion to approve those listed to have their water shutoff. Doyle Allison seconded the motion and all were in favor.

Katy Tolen with then Otterbein PTO was present to discuss the annual 5K run. She presented a map and details and inquired if the Council had any questions. There was discussion over the route change for this year.

Grant Writer Shannon McLeod was present and informed the Fire truck grant is completely closed out. She informed them that the WWT plan was approved by the state in December 2015 and she will be sending in the Phase 1 close-out paperwork to OCRA on 2/3/16. She then explained that there will be 2 rounds for grant opportunities through OCRA for 2016. Ron Shoup made the motion to proceed with a Grant Application for the WWT Construction Grant. Doyle Allison seconded the motion and all were in favor. Regarding the Street Lighting Project, things are moving quicker now and Shannon will get the Public Hearing set up. Lastly, they spoke of options for the Lutheran Church; however, none was very favorable. She did give a few ideas to look into.

With no corrections or changes Ron Shoup made the motion to approve the January 2016 Minutes as written. Amy Brown seconded the motion and all were in favor. Kevin Burk read the summary of claims presented for a total of \$122,575.16. With no questions, Ron Shoup made the motion to approve the claims for payment. Doyle Allison seconded the motion and all were in favor.

Attorney Jud Barce informed the Council that the Resolution regarding the lots on Central Street have been sent to Tippecanoe County and we are waiting for them to adopt that Resolution. He explained more about the process in creating a Stormwater Board and options regarding the Stormwater Utility. He will bring draft ordinances for the Council review at the next meeting.

Town Marshal George Frantz brought up the need to update the emergency contact list for the County. The Council agreed that the list should include Utility Superintendent Lorean Johnston, Council President Kevin Burk, Vice-President Ron Shoup and Clerk-Treasurer Treeva Sarles. He will prepare the list and get it to the counties. He then updated the Council regarding a business burning railroad ties and that the fire department had to be called to put it out.

There was no report by Town Superintendent Seth Humphreys. Seth Humphreys had presented in writing his resignation. His last day will be February 12, 2016. Ron Shoup made the motion to accept his resignation and that he can work until 2/12/16. Amy Brown seconded the motion and all were in favor. Clerk-Treasurer Treeva Sarles requested that his purchasing privileges be suspended due to his resignation. Amy Brown made the motion to suspend his purchasing privileges. Doyle Allison seconded the motion and all were in favor.

Utility Superintendent Lorean Johnston presented a quote for repairs to the backhoe. The employees will have to drive the backhoe to Lafayette for the repairs to be done. The cost of repairs from RPM Machinery is \$940.00. Ron Shoup made the motion to have the backhoe repaired. Doyle Allison seconded the motion and all were in favor. Lorean then presented 2 quotes for a new valve for the digester tank at the WWT plant. The quotes were EJP for \$1,000 and BL Anderson for \$1,045. Doyle Allison made the motion to order the valve through EJP. Ron Shoup seconded the motion and all were in favor. Lastly, he presented the inspection report on a blower at the WWT plant. It is not repairable. The quotes were from Powered Equipment as follows a new Roots 68 model for \$4,534 or rebuilt for \$3,435 or a new Sutorbilt for \$4,706 or rebuilt for \$3,576; or from Inohva through Republic Pneumatics for a Sutorbilt for \$4,814; if we went through Inohva they would waive the inspection fee of the blower they inspected. Ron Shoup made the motion to purchase a new one from Inohva. Doyle Allison seconded the motion and all were in favor.

Clerk-Treasurer Treeva Sarles and Council Member Amy Brown update the Council on what they learned at the IACT Bootcamp. The main theme in all the classes were the new Internal Controls mandate. Treeva presented options for a time clock ranging in cost from \$153 - \$244. Currently the employees have a handwritten timesheet. With the new Internal Con-

trols a time clock has more controls over the handwritten timesheets. The Council tabled the discussion until more Internal Controls process is worked out.

Under new business the Council continued the discussion over the Internal Controls policy requirements. They agreed that a committee needs to be formed to work on the details. Amy Brown made the motion to form the committee, Ron Shoup seconded the motion and all were in favor. Amy Brown, Ron Shoup volunteered from the Council to serve on the committee. Clerk-Treasurer Treeva Sarles will also serve on the committee.

With nothing else to come before the Council, Ron Shoup made the motion to adjourn the meeting at 9:11 PM. Doyle Allison seconded the motion and all were in favor.

TOWN COUNCIL MEETING
TUESDAY, FEBRUARY 16, 2016 6:00 PM

Council President Kevin Burk called the meeting to order at 6:03 PM will all members present.

Kevin Burk read the summary of claims presented for a total of \$83,118.61. Amy Brown made the motion to approve the claims as presented. Ron Shoup seconded the motion and all were in favor.

Mike Turchi with BF&S discussed the need for Comcast to set up 3 static IP addresses at WWT for the new pump project. Kevin noted we would also need a new modem at the WWT plant and that he also feels we need a new modem at the Town Hall and the Water Plant. Kevin will get quotes. Mike then presented Change Order #2 to the Pump Contract with Graves Plumbing for \$7,380. This will replace the hatches where the pumps will be below. He does recommend this change order to be approved. Ron Shoup made the motion to approve Change order #2 for the Pump Project with Graves Plumbing. Dirk Studebaker seconded the motion and all were in favor.

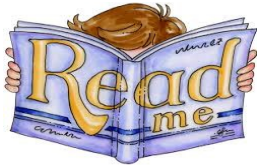
Utility Superintendent Lorean Johnston updated the Council on the blower installation at the WWT Plant and bringing the Fluoride back online soon at the Water Plant. Doyle asked about the hardness of the water. Lorean is aware of the issue as several have complained. Lorean explained the filters at the plant only remove iron. Mike Turchi suggested testing both wells and then the plant to see the level of hardness from each point. Lorean will do the testing.

Under old business Treeva informed the Council that gentleman will be coming to look at the town buildings and give a report.

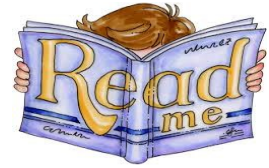
Under new business Treeva presented an increase to the Insurance Liability for the Water Plant. This was due to an insurance appraisal that was done. The increase is \$1,200. The Council unanimously agreed to the insurance. However, wishes to research insurance prices with other companies.

Last on the agenda the Internal Controls Committee presented the current organizational chart and then 2 more options of how they feel the town might run better. There was great discussion about costs of salaries and benefits with changing the structure. The Council unanimously agreed for the Committee to research more deeply option 1 and if that would work into the financial restraints of the town and what the job descriptions for each position would look like. The Committee presented ideas for a mission statement for the town as well as a value statement. The value statement will stay as it currently is "A Town between two Counties, A Place for Family" Amy Brown made the motion to have the Mission Statement "The Town of Otterbein through sound leadership, fiscal responsibility and encouraging citizen involvement, will seek to serve the best interest of the community by providing for its safety and quality of life by providing growth that protects our natural and sustainable resources, while preserving our small town values and culture". Ron Shoup seconded the motion and all were in favor.

With nothing else to come before the Council, Doyle Allison made the motion to adjourn the meeting at 7:55 PM. Dirk Studebaker seconded the motion and all were in favor.



Library News



Mother Goose on the Loose Story time – Every Tuesday morning from 10:30 am (half hour before library opens) and Wednesday afternoon from 4pm, For ages 0-3 years old with a parent, grandparent, or loved one. No registration required, just show up! There will be nursery rhymes, colored scarves, and more.

Color Me Calm—Tuesday, March 1st—Open All Day but social Hour will be from 4-5pm.

Yes it is true, the Otterbein Public Library is jumping on the adult coloring bandwagon! An hour set aside to decompress and socialize. The first Monday of the month from 4:00-5:00pm will be our "Color Me Calm," adult coloring program. Mindful or mindless coloring, either way, this 'therapy' is relaxing and stress relieving for many individuals.

Teen Movie—Saturday, March 12th



Summer Camp & Preschool

Register Online NOW!

Camp Dates: May 23rd – August 16th

(No camp on Memorial Day – Monday, May 30th or Independence Day – Monday, July 4th)

Ages: All Children ages 5-12 by June 1st

Cost: Full-Time: \$100 per week, per child

Part-Time: \$25 per day per child (4 days or less per week)

PRESCHOOL CLASS: Children who will be 3 years old by August 1, 2016.

Classes meet Tuesday & Thursday from 8:15 – 10:45 a.m.

Tuition: \$80.00/month. *Class size is limited to 18.*

PRE-K CLASS: Children who will be 4 years old by August 1, 2016.

Classes meet Monday & Friday 8:15 – 10:45 a.m. and Wednesday 8:15 a.m. – 2:45 p.m.

Tuition: \$110.00/month. *Class size is limited to 20.*

SCHOOL YEAR: September 6, 2016 – May 26, 2017. *Follows the Benton Community School calendar.*

REGISTRATION: Visit www.otterbeinumc.org, Summer Camp and the Preschool/Pre-K page is under the Youth Programs tab.

For additional information e-mail preschool-camp@otterbeinumc.org or call 765-583-4441.