



OTTERBEIN

TOWN BETWEEN TWO COUNTIES

A place for family

September 30, 2016
Vol. 21.09

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
Dirk Studebaker	574-551-2903
Doyle Allison	583-9481
Amy Brown	376-0366
Rick Hadley	418-5742

calendar October 2016

4 th	Town Council Meeting 6:00 PM
5 th	Limb Pickup begins
10 th	Town Hall Closed—Columbus Day
12 th	Trash & Recycle
18 th	Town Council Meeting 6:00 PM
26 th	Trash & Recycle
31 st	Halloween—Trick or Treat

Otterbein Prairie Community Center

Every Tuesday - 6:30 PM Euchre Night
Men & Women, any age, are Welcome!



Coloring contests aren't just for KIDS!!

Are you a master at coloring or maybe not? We are holding a coloring contest for the Town of Otterbein children and ADULTS. That's right!! Adults are included. The coloring sheet is found in this month's water bill. Additional sheets can be picked up at Town Hall or downloaded from our website. WWW.Otterbein.in.gov and go to the Communications tab. Feel free to use any art materials of your choosing. Children includes ages 3-17 and will be grouped into age categories.

Adult includes ages 18 & above. Entries due by Thurs Oct. 27th and Winners will be notified Friday Oct. 28th. One entry per person.



HALLOWEEN

Trick or Treat

Monday, October 31st, 2016

6:00-8:00pm



If your house is participating please put on your porch light.



Last limb pickup of the season begins on

Wednesday, Oct. 5th

Reminder: Sticks and garden waste need to be disposed of in your trash can.



Want to vote early? You can!



Tippecanoe Residents—Oct 22, Fellure Foods 9150 W 500 N, 8am-Noon
10/29-11/5, Payless West Lafayette, Noon—7pm

Benton Residents - 10/12-11/4, M-F, Benton County Courthouse
Saturdays, 10/29 & 11/5, 8am—Noon and Thurs 11/3 8:30am-6:30pm

Yard of the Month!!



Presented by the Otterbein Rotary Club
September recipient—Diane Batta

Bob Beutler 2nd Annual

Biscuits and Gravy Breakfast (juice and milk included)

Saturday, October 22nd 7am—9am

Otterbein Masonic Lodge - 22 E Oxford Street



**SPECIAL MEETING
AUGUST 31, 2016 AT 7:00 PM
HELD AT THE OTTERBEIN PUBLIC LIBRARY**

This meeting was held between Benton County officials and the Town of Otterbein officials to discuss the possibility of moving the County line so that Otterbein would be in one county. Those present were Jud Barce, Bruce Buchanan, Brian Kerkhoff, David Cox, Treeva Sarles, Kevin Burk, Patty Clouse, Alan Adwell, Steve Cox, Dirk Studebaker, George Frantz, Rick Hadley, Don Munson, Natalie Kidd, John Edgerly, Joan Wealing, Paul Jackson and Brad Harmon.

Attorney Jud Barce started the meeting at 7:01 PM. He stated this meeting is just an informal discussion to talk about the pros and cons of moving the county line. He had an email from the Benton County Building/Health Inspector, who sent comments via email and is in favor due to her many duties for the County and it would simplify all areas of the jobs.

Benton County Sheriff, Don Munson, was present and he said that the Tippecanoe County Sheriff typically calls Benton County to assist in Otterbein because they don't have anyone to send. He also spoke in regards to the properties that sit in both counties. The crime jurisdiction gets muddy. He believes it would create more calls. He would like the Town, if moved 100% into Benton County, to use the extra Public Safety money the town would receive to hire another town officer.

Otterbein Town Council President discussed the voting aspect. The Otterbein residents who live on the Tippecanoe County side of Otterbein have to vote for those who are to represent us on the Tippecanoe County side with little to no representation. The Benton County officials who do represent our town, the Tippecanoe County residents don't have a vote in who represents us.

Benton County Clerk Natalie Kidd had run a current voter list and there are 205 registered voters in the Tippecanoe County side of Otterbein. From a vote side it is a nightmare. Most of the calls her office receives Election Day is Otterbein Tippecanoe County side not knowing where to vote. When the town has a vacancy both counties are to be represented at the caucus, however, Tippecanoe County didn't even respond. Her office also has issues with Protective Orders getting a Tippecanoe Sheriff to serve that also expands in to all types of papers that need served, writs, warrants etc.

Joan Wealing, President of the Benton County Plan Commission, spoke regarding providing services into the Tippecanoe County side but Tippecanoe reaps the taxes. They acknowledge that development is closer to the west side (Otterbein) and wonder if there could be an automatic annexation. There was discussion about other towns in Indiana that has split county issues. Jud will reach out to those and see how they have handled these issues.

Town of Otterbein Clerk-Treasurer expressed her frustration as both a resident of Tippecanoe County and a Town official. It affects the filing of liens, each county has different processes and her billing software can't handle two processes. There are also issues when it comes to filing of tax abatements. Each county has different taxes that are just for that county and some taxes that are in both counties but different rates. It makes it hard for budgeting and residents within the town pay different taxes depending on what County they live.

Business owner of KAC was present and said he isn't sure of the tax impact but has had issues with part of their business being in Benton County and part in Tippecanoe County and they are getting ready to develop more.

Paul Jackson Benton County Economic Development Director spoke of Business EDA Funding available in Benton County but not in Tippecanoe County.

Town Councilman, Rick Hadley, got on the board to help the town grow and stated there are a lot of issues because of the split county issue and would like to get that solved. He feels that having two jurisdictions to deal with discourages business growth.

Alan Adwell, President of the Benton County Council explained that he saw 2 drawbacks to moving the boundary. He thought the people on the Tippecanoe County side who are not already within Otterbein town limits may be brought into the town limits and their taxes might increase. The other is that Tippecanoe would be losing tax dollars. Treeva explained that approximately half of Otterbein's assessed value of \$24 million assessed value lies within Tippecanoe County. The group discussed that a value should be placed on the rendering of services provided by Benton County officials in Tippecanoe County that Tippecanoe County should be paying for.

The County and the Town are interested in doing a financial impact study. The County is going to look to see if KIRPC could help with a grant of manpower, to do a study on the financial impact this would cause for the residents, the town, the school, the townships, the counties. Town Clerk-Treasurer Treeva Sarles is going to reach out to our liaison with the State Office of Community Affairs to see if he knows of any grants of organization that could do the financial impact study. Meeting adjourned at 8:20 PM

**TOWN COUNCIL MEETING
TUESDAY, SEPTEMBER 6, 2016 6:00 PM**

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

The Council held the Hearing on Utility Disconnections. No residents were present. Amy Brown made the motion to approve those listed to be shut-off for non-payment. Rick Hadley seconded the motion and all were in favor.

Brian Johnson was present to discuss the bill he received from the Town for mowing his property. He explained that he has been having trouble with his mail delivery, with turning his house into a duplex, out in the county. He had hired someone to take care of the yard at the property here in town but they failed to do so. Once he realized it hadn't been mowed he was going to mow but we got 5 inches of rain. He had his mower loaded to come to town, the day he got the notice in the mail and due to the mail issue the time was up. He immediately called the Town Hall, but by the time he got a hold of someone, the town had already mowed that morning. He explained he understands it is his responsibility and it won't happen again. The Council asked what the town had in the mowing. Clerk-Treasurer informed them the town had \$45 in the mowing. Amy Brown made the motion to reduce the minimum billing down to \$45 for this one time. Rick Hadley seconded the motion and Amy Brown, Rick Hadley and Doyle Allison were in favor and Kevin Burk opposed. The motion carries. Treeva will send a bill for \$45.

Jim Higgins with London Witte Group was present to discuss the financial option the town has to fund the local portion of the Wastewater Treatment plant upgrades. Those options are the State Revolving Fund Loan, USDA Loan through Rural Development and just bonding through the open market. He explained the pros and cons of each program. The Council thanked him for the information. The Council discussed that in February they talked over going through the open market and after this presentation they again would like to pursue the open market option. Jim will get the Grant Writer Shannon McLeod the information she needs regarding local funding for the grant application.

Rick Hadley made the motion to approve the August 2016 Minutes as written. Amy Brown seconded the motion and all were in favor. Amy Brown made the motion to approve the claims as presented for a total of \$89,941.31. Doyle Allison seconded the motion and all were in favor.

Mike Turchi with BF&S explained the letter of clarification from Milestone regarding the typo in the bid packet for the street project. Amy Brown made the motion to accept Milestone's clarification due to it didn't change the total amount. Rick Hadley seconded the motion and all were in favor. Rick Hadley made the motion to award the paving project to Milestone for a total of \$73,750. Amy Brown seconded the motion and all were in favor. He spoke with the council on how he can assist in the response letters to IDEM for the Water and Wastewater inspections that were done. The Council does want him to draft the response letters. Kevin would also like it noted that anytime there is response to IDEM regarding the utilities he would like the Engineer to help draft the response letters. The rest of the Council unanimously agreed. Mike will get the letters prepared and send them to the town for review. Mike then spoke with Council about the concern of the wooden poles that would be staying in the area of the lighting project. At this point we will continue with design as is and research extra costs as needed as items are researched and estimates are fine tuned. Lastly, Mike reported that he is still researching but so far seems to be within our cost estimates.

Attorney Mallory Redlin updated the Council on some proceeding supplemental and garnishment orders with a couple ordinance violations. She announced that there are 5-6 local banks who responded to a conference call regarding the bond for the Street Lighting project.

Town Administrator Ron Shoup gave the Council a project planning schedule. He presented 3 quotes for a portable pump for the water department. Those are from Utility Supply for \$1,652. USA Bluebook \$1,862.90, and Northern Supply \$1,641.04. Utility Supply does come with better hoses. Amy Brown made the motion to purchase the pump from Utility Supply. Doyle Allison seconded the motion and all were in favor. Ron is to get a third quote for the roof at the water plant and then call a special meeting to approve.

Clerk-Treasurer Treeva Sarles reminded Council that the Public Hearing on the 2017 Budget will be September 20, 2016. There has to be at least 3 members present, there will not be time to re-publish notice before the deadline.

Under new business the Council discussed that the tornado siren didn't go off in the last round of bad weather. They did go off in Oxford and West Lafayette. Kevin stated, we have to get this resolved. Not sure how to proceed at this point. Council agrees. Treeva will invite Benton County Emergency Management Director John Fields to a meeting to discuss with Council.

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

**TOWN COUNCIL MEETING AND PUBLIC HEARING ON THE 2017 BUDGET
TUESDAY, SEPTEMBER 18, 2016 AT 6:00 PM**

Council President Kevin Burk called the meeting to order at 6:05 PM with Amy Brown, Rick Hadley and Dirk Studebaker present. Member Doyle Allison was absent.

Clerk-Treasurer Treeva Sarles read the 2017 Proposed Budget. No residents were present. She announced that if any object to the proposed budget, tax levy or tax rate they have 7 days from this hearing to file a objection with the Town.

Kevin Burk read the summary of claims for a total of \$73,156.02. Rick Hadley asked if Attorney Jud Barce's bill was detailed. Clerk-Treasurer Treeva Sarles stated yes and explained it was for a 3 month period. Rick asked, in the future, would it be possible to send a copy of Jud's invoice with the claims so they can review it in more detail. Treeva stated she can do that. With no other questions, Amy Brown made the motion to approve the claims as presented. Rick Hadley seconded the motion and all were in favor.

The Council reviewed the draft letter to IDEM regarding the wastewater inspection. He still needs to draft the response letter

regarding the water inspection. Amy Brown made the motion that Kevin sign the Wastewater letter tonight and that, Kevin can sign the water letter outside of a meeting. Rick Hadley seconded the motion and all were in favor. Mike presented the Council Contract with Street Project A with Milestone. Amy Brown made the motion to execute the contract. Dirk Studebaker seconded the motion and all were in favor. Mike presented the Notice to Proceed so Milestone can begin. Amy Brown made the motion to issue the notice to proceed. Rick Hadley seconded the motion and all were in favor. He then spoke of Street Project B and he will be getting the Bid Documents ready to be presented at the October 4, 2016 meeting. Lastly, Mike discussed the Lighting Project, the poles and luminaires need to be selected because there is a long lead time on the poles. The Council reviewed 4 options. Dirk asked what the maintenance cost would be on the different choices. Mike didn't have that information but suggests, no matter which chosen, the Council set up a fund for maintenance. The Council narrowed the choices to option 2 and 3. Council agreed that it would be helpful if they could see the choices rather than the brochure. Mike Turchi will see if we can get samples in a reasonable time. Decision tabled until Mike can see if he can get samples.

Town Marshal George Frantz explained to the Council that the Ignition Coil needing replaced, on the police car, will be done tomorrow. However, when Kyburz was looking at the car they gave a quote for shocks and struts for \$714.36. It was asked had those been replaced before, and he said no. He was asked how many miles on the car and it has over 60,000 miles, it is all wheel drive. Dirk stated he likes to use local business when possible. Kevin agrees but also like quotes. Kevin would like Ron and George to work together every few years to price check to make sure local is the best option for the town. Dirk Studebaker made the motion to have the work done on the police car. Amy Brown seconded the motion and all were in favor. George informed the Council that the Blue Dodge Charger is going to be taken in to get the equipment removed this week. He is not sure how long the process will take.

Town Administrator Ron Shoup informed the Council that we are getting salt through the state bid through Cargill. He is ordering 40 ton to start. We can purchase up to 120 ton, if needed. Ron announced that upon further investigation the roof at the water plant was covered under warranty and will be repaired soon. He presented 3 quotes for the Community Center roof repair, those were Advanced Roofing for \$1,415 Roofmasters \$1,715 or Knox Services for \$2,300. Rick Hadley made the motion to accept the quote from Advanced Roofing. Dirk Studebaker seconded the motion and all were in favor. Ron presented quotes for repairs to the roof at town hall from Advanced Roofing of \$1,850 and Roof Pros of \$2,037.50. Knox Services and Roofmasters did not want to bid on the town hall. Dirk Studebaker made the motion to accept the quote from Advanced Roofing. Rick Hadley seconded the motion and all were in favor. Ron explained that the tax has been removed from the lease for the bobcat however; we haven't received the new paperwork yet. Ron also found out that the push box attachment for the bobcat can be added to the lease for an additional \$30.00 a month. Amy Brown made the motion to add the push box to the lease. Rick Hadley seconded the motion and all were in favor. He updated the council on the quotes for the truck. The quotes are outdated and the one truck he had information on has been sold. He will try to have these for one of the October meetings. He announced that Lorean will be doing grease testing at the store and restaurants in town, this week. Ron updated the Council that the last tank at the water plant will be maintenance and that will complete all the media replacement. He started to explain some maintenance that needs to be done at the WWT plant with the clarifiers and lift stations and options to get this complete. The Council asked him to put that down in writing so they can look at it and understand the options. Lastly, he informed the council that 2 meters have failed at the WWT plant and needs replaced. The return meter and the waste meter; Mike Turchi explained what those 2 meters do and said the return meter is critical but the waste meter we could buy some time and may be able to make that part of the WWT Project. The estimated cost is about \$3,000 for each. Amy Brown made the motion to replace the return meter with a not to exceed \$3,100. Rick Hadley seconded the motion and all were in favor.

Clerk-Treasurer Treeva Sarles handed out packets regarding job description drafts and some salary comparison information and requested a Special Meeting to discuss as it will be a long discussion. The Council set the meeting for October 3, 2016 at 6:00 PM. She reminded Council that Amy Brown, Ron Shoup and herself will be out of town at the IACT Conference and will not be present at the regular October 4, 2016 meeting. She reminded them that the 2017 Budget Adoption is to take place at the October 18, 2016 meeting and that Jim Schoen with Hoosier Associates will be present to do the annual insurance renewal. She the reminded the Council it has been 3 years and last year the council stated maybe it was time to do some insurance price shopping. Council would like her and Ron to work on contacting some other insurance companies. They mentioned Neil Klemme State Farm, and she mentioned MBAH.

Under Old Business the internal controls committee presented a revised Performance Evaluation Form for the department heads to utilize. Kevin Burk said that he is fine with this for this year but would like to revamp the questions on the self-evaluation portion. The Council discussed it is a living document and can change whenever the Council wants too. Amy Brown made the motion to adopt the Performance Evaluation Form. Rick Hadley seconded the motion and all were in favor.

Amy Brown and Treeva Sarles met with Grant Writer Shannon McLeod and Gerry White, our Liaison for the Indiana State Office of Community and Rural Affairs for the site visit for the WWT Grant application. Gerry explained the new Community Performance Indicators which helps a town and the state know how the town is doing. He offered to come do a free training with the Council to explain more about this, so we can monitor the economic impact, growth etc. of our community. The Council is interested and would like something set up on a non-meeting night. Treeva will get that set up.

With nothing else Council, Rick Hadley made the motion to adjourn at 7:35 PM. Dirk Studebaker seconded the motion and all were in favor.