



OTTERBEIN

TOWN BETWEEN TWO COUNTIES

A place for family

December 31, 2017

Vol. 22.12

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

**EXTRA!
EXTRA!**
Read all about it!

New "2018" Trash & Recycle Calendar is enclosed!!

As well, you can go to Otterbein.in.gov in the communication's tab for the calendar!!

Trash/Recycle pickup moved, due to the holiday!

Trash/Recycle pickup for January 3rd has been moved to: Thursday, January 4th 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 10th during their trash pickup day. Make sure to have them out the night before with trash!!



Calendar JANUARY 2018

1 st	Town Hall Closed Holiday
4 th	Trash/Recycle Due to Holiday
10 th	Trash including "Tree Pickup"
15 th	Town Hall Closed Holiday
16 th	Town Council Meeting 6:00 PM
17 th	Trash & Recycle
31 st	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



2018



Town Council of Otterbein Presents

Item's sold, on a first come first serve basis, at the Town Hall until January 31, 2018.

List of Surplus Property:

Salt Dog Spreader	\$900
Western Snow Blade for 550 (Oversized for truck)	\$900
Conference Table	\$100

More News →→→→→



Library News

Mother Goose on the Loose: Tuesdays at 10:30am and Wednesday's at 4pm

Pinterest Night: Last Thursday of every month at 6pm

Lego Club: Third Monday of the month at 4pm.

Roll the Dice at Otterbein

Public Library's

"Annual Murder Mystery Dinner" on

February 16, 2018! More

information

to come in February's Newsletter!



****COMING JANUARY 2018****
 Otterbein Public Library's
PRESCCHOOL STORYTIME!
 Books, music, arts & crafts | Ages 3-6



Winner's of the Otterbein Rotary 12th Annual Light Contest:

First Place Winner: Bev Barrett 29 E Peterson Street

Second Place Winner: Angela & Rick Ponto 105 E Peterson Street

Third Place Winner: Carol & Randall Hartley 412 E 1st Street



TOWN COUNCIL MEETING
TUESDAY, DECEMBER 5, 2017 6:00 PM

Council President Richard (Rick) Hadley called the meeting to order with Amy Brown, Dirk Studebaker and Doyle Allison present. Vice-President Kevin Burk was absent.

The Council held the hearing on disconnection of water for non-payment. No resident was present to present their case. Dirk Studebaker made the motion to approve those listed to have their water shutoff. Doyle Allison seconded the motion and all were in favor.

The Town received 2 bids for a Street Paving Project. Two bids were received from Milestone; base bid of \$674,338.75 with an Alternate Bid 1 of \$43,696.25 for a total of \$718,035 and Reith-Riley base bid of \$426,214.75 and Alternate Bid 1 of \$29,540.50 for a total of \$455,755.25. Amy Brown made the motion to take the bids under advisement for review. Dirk Studebaker seconded the motion and all were in favor.

Boswell Clerk-Treasurer, Donna Musenbrock, presented the Council with the information from when Boswell was struck by a natural disaster (Flood). Things that we need to think about and get in place. She shared information she had gathered during their disaster. This is to help us have contact information available, of services, that we might be able to tap into if a disaster ever struck Otterbein. She also talked of a fund created through the Benton Community Foundation to help residents with expenses not otherwise covered. They would like to make this a County-wide fund and would like the Town to consider contributing to it. The Council thanked her for her information.

The Council then conducted a Hearing on an Additional Appropriation request. This is to ask permission to increase the Rainy Day budget by \$58,000 to be used towards the Street Paving Project. No residents were present to object. Amy Brown made the motion to adopt Ordinance 2017-1205 to increase the Rainy Day Budget for 2017 by \$58,000. Rick Hadley seconded the motion and all was in favor.

Rick Hadley made the motion to approve the November 2017 Minutes as written. Amy Brown seconded the motion and all were in favor. Rick Hadley read the summary of claims presented for a total of \$112,983.20. Dirk Studebaker made the motion to approve the claim as presented. Doyle Allison seconded the motion and all were in favor.

Attorney Jud Barce discussed the ownership of Limerick Lane. Jud will be working with the current owner to see if the street will become an actual town street. The Town thought it was already accepted by the town, but it wasn't. Until this issue is resolved, the town cannot work on the street. In regards to the Windfarm tax abatement issue we will be limited to the last 3 years and he is still working on the details of that issue. Utilities Operator Lorean Johnston had drafted a letter in regards to not entering the meter pits. Jud agreed with the letter. Lorean will get the letter out to those who have been entering the meter pits.

Deputy Marshal Jason Pritchett gave a departmental report. George had emailed quotes to the Council regarding AED units. Dirk Studebaker made the motion to purchase 2 AED units and to add a set of pediatric electrodes for a not to exceed \$1,700. Amy Brown seconded the motion and all were in favor.

Town Administrator Ron Shoup presented quotes for a Tornado salt spreader. Quotes received were Clark Truck Equipment \$8,825; Terry Truck Equipment \$7,538.56 and Rowe Truck Equipment \$5,500. Amy Brown made the motion to purchase the Tornado salt spreader through Rowe Truck Equipment for \$5,500. Rick Hadley seconded the motion and all were in favor. He also informed them that the Salt Dog Spreader needs to be deemed Surplus property. Treeva will prepare a Resolution for next meeting and asked he provide a list to her of any other items that need to be deemed surplus. He then presented a quote for a cabinet to hold flammable items such as gas cans, from Uline for \$729. Dirk Studebaker made the motion to order the cabinet through Uline for \$729. Doyle Allison seconded the motion and all were in favor. He presented quotes for the gravel and grading around the Community Center and to seal the South wall. Quotes received were from Leuck Dirt Works for \$1,200 and Reith-Riley for \$5,000. Dirk Studebaker made the motion to approve Leuck Dirt Works to perform the work for \$1,200. Doyle Allison seconded the motion and all were in favor. He presented quotes for Uniform Shirts from Image Connections for \$30.32 per shirt; Global Industrial \$27.95 per shirt; Sears \$26.40 per shirt and Full Source for \$22.99 per shirt. And have them embroidered at Advantage Embroidery for \$10.50 per shirt. He is asking for 3 shirts for each of Lorean Johnston, Chad Jacoba, Gary Taylor and Ron Shoup. Amy questioned why only 3 as we typically order more. It was discussed they would like to have 3 uniform shirts and then create other shirts like T-Shirts, Polo etc. for the other days in which they know the town will only pay for uniform shirts. Treeva spoke up and stated the town has been purchasing 10 shirts for each every 2 years. The Council previously had voted against T-shirts, polos etc. because a uniform shirt identifies town employee better when they are working near and at a residents property. Rick Hadley made the motion that the employees always be in a uniform shirt and that we purchase the 10 shirts for each one from Full Source and have them embroidered at Advantage Embroidery for a total of \$1,339.60. Dirk Studebaker seconded the motion and all were in favor.

Lastly, he presented quote from Moveover Outfitters to have the 3 trucks marked for a total of \$2,025. He was to have another quote but he did not receive it. Rick Hadley made the motion to have Moveover Outfitters mark the trucks. Dirk Studebaker seconded the motion and all were in favor.

Utilities Operator gave a departmental report and presented an inventory of tools. He is creating a tag system for big items.

Clerk-Treasurer Treeva Sarles updated the Council on the Street Lighting Project Financing. The project came under budget by \$125,830.46. The Bond took care of the expenses. She will not be transferring the funds from the donation funds of \$117,000 that had been earmarked for the project. So those funds are now available for other projects the Council wishes to use them for.

With nothing else to come before the Council, Rick Hadley made the motion to adjourn at 8:03 PM. Dirk Studebaker seconded the motion and all were in favor.

TOWN COUNCIL MEETING
TUESDAY, DECEMBER 19, 2017 6:00 PM

Council President Richard (Rick) Hadley called the meeting to order at 6:03 PM. Members Kevin Burk, Dirk Studebaker and Doyle Allison present. Member Amy Brown was absent.

Council held a Hearing on Disconnection of Utilities. No one was present to discuss their situation. Dirk Studebaker made the motion to approve those on the list be disconnected. Doyle Allison seconded the motion and all were in favor.

Rick Hadley read the summary of claims presented for a total of \$83,194.50. Kevin Burk made the motion to approve the claims as presented. Dirk Studebaker seconded the motion and all were in favor.

BF&S Engineer Dave Buck informed the Council that the bids for street project opened at the last meeting has been reviewed. All paperwork was correct. He recommends the lowest bidder, which is Reith Riley. Base Bid of \$426,214.75 and Alternate Bid 1 for \$29,540.50 for a total of \$455,755.25. Kevin Burk made the motion to accept the bid from Reith-Riley for the base bid plus the Alternate Bid 1 for a total of \$455,755.25 and to award the project to Reith-Riley. Dirk Studebaker seconded the motion and all were in favor.

Town Attorney Jud Barce discussed with the Council his 2018 rates. Rick Hadley made the motion to retain Barce & Adams for 2018. Dirk Studebaker seconded the motion and all were in favor. Treeva asked that Jud prepare an agreement between the Town and his firm for 2018. Jud discussed Limerick Lane and believe we are close to settling this issue of ownership with the current owner. The street needs to be surveyed. Kevin Burk made the motion to have the street surveyed and the deed created for a not to exceed \$1,000. Doyle Allison seconded the motion and all were in favor. Jud presented Resolution No. 2017-1219B, Resolution to accept the assignment of certain tax sale certificates from the Tippecanoe County Board of Commissioners. Rick Hadley made the motion to adopt Resolution 2017-1219B. Kevin Burk seconded the motion and all were in favor.

Town Marshal George Frantz gave a departmental report and had no requests.

Town Administrator Ron Shoup presented quotes for lighting in the Town Hall Garage and the WWT Plant. The Council decided to wait on the WWT Plant as some of that work may be added into the current project. The quotes from the Town Garage are from EMI for \$3,100 and from Huston Electric for \$4,800. Kevin Burk made the motion to have EMI replace the lighting in the town garage at the Town Hall for \$3,100. Rick Hadley seconded the motion and all were in favor.

Utilities Operator Lorean Johnston discussed with the Council two quotes for parts for WWT Manhole rehabilitation. The two companies use different materials. He is going next week to talk with a town that does manhole rehabilitation with one of the products. He would like the Council to approve a not to exceed \$1,500 for material and let him decided which materials he prefers to use after he finishes his investigation as to the differences. Kevin Burk made the motion to approve a not to exceed \$1,500 for materials to rehabilitate some WWT manholes. Rick Hadley seconded the motion and all were in favor.

Clerk-Treasurer Treeva Sarles presented Resolution 2017-1219A which just transfers budget between budget lines. Kevin Burk made the motion to adopt Resolution 2017-1219A. Dirk Studebaker seconded the motion and all were in favor. She presented Ordinance 2017-1219A Declaring certain personal property surplus and worthless. Rick Hadley made the motion to adopt Ordinance 2017-1219A. Doyle Allison seconded the motion and all were in favor. She presented Ordinance 2017-1219B Declaring Certain Property Surplus and Authorize its sale. Rick Hadley made the motion to adopt Ordinance 2017-1219B. Kevin Burk seconded the motion and all were in favor. She presented a list of two accounts that the residents are deceased and final bills could not be collected. Kevin Burk made the motion to approve the two accounts to be written off. Doyle Allison seconded the motion and all were in favor. She announced that there will only be one meeting in January 2018 on January 16, 2018 at 6:00 PM.

With nothing else to come before the council, Kevin Burk made the motion to adjourn at 7:03 PM. Dirk Studebaker seconded the motion and all were in favor.