



OTTERBEIN

TOWN BETWEEN TWO COUNTIES

A place for family

March 31, 2016

Vol. 21.03

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

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- Reduce Paper Clutter

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With the recent scare of lead toxins in drinking water due to the Flint, Michigan situation we, the Town of Otterbein, would like to reassure you that we are testing our water on a scheduled testing framework for lead, copper and many other containments regulated by the EPA and IDEM. Our most recent lead test was done in 2015 by ESG Laboratories and included 10 sample points in town. Our results met the requirements of both the EPA and IDEM. If you would like a copy of the most recent testing of lead, they are readily available at the town hall. If you are interested in testing your water for lead you can contact ESG Laboratories or another state certified testing facility for pricing and information.

calendar

April 1916

1st	April Fool's
5th	Town Council Meeting 6:00 PM
6th	Limb Pickup begins
13th	Trash & Recycle
19th	Town Council Meeting 6:00 PM
27th	Trash & Recycle

Limb Pick-Up Resumes



We accept LIMBS only

- *Begins the 1st Wednesday of each month
- *Please have limbs to curb by 6:00 am
- *Maximum diameter - 8 inches
- *Maximum length - 8 feet

Only limbs can be put through the chipper. If it's not a limb, or is very small, it can be placed in your trash can. If these criteria are not met, it will be left behind. Limb pick-up can be delayed because of rain due to the fact that wet limbs can cause damage to the chipper. On heavy limb times, such as storms, it may take several days to pick up all the limbs. We will start on the first Wednesday and continue daily until we have made a pass down every street. If you have questions you may contact the Street Department at 583-3430

"Worry never robs tomorrow of its sorrow, it only saps today of its joy"

Leo Buscaglia



The Town of Otterbein Water Department will be starting hydrant flushing during the month of April. 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.



Tax Day

More News located on back page



TOWN COUNCIL MEETING
TUESDAY, MARCH 1, 2016 AT 6:00 PM

Council President Kevin Burk called the meeting to order at 6:02 PM with members Amy Brown, Dirk Studebaker and Doyle Allison present. Vice-President Ron Shoup was absent.

The Council conducted the hearing on Utility Disconnections. No one was present to discuss their case. Amy Brown made the motion to approve those on the Disconnection List, to be disconnected. Doyle Allison seconded the motion and all were in favor.

Resident Mr. Pack thanked the town guys for the good job on snow plowing. Business Owner Drew Fellure discussed, with the Council, a new entrance to his property.

Amy Brown made the motion to approve the February Minutes as written. Dirk Studebaker seconded the motion and all were in favor. Kevin Burk read the summary of claims presented for a total of \$70,616.30. Dirk Studebaker made the motion to approve the claims as presented. Amy Brown seconded the motion and all were in favor.

Attorney Mallory Redlin presented a contract with Rowe Truck for the use of the Lutheran Church property. Amy Brown made the motion to enter into contract with Rowe Truck. Doyle Allison seconded the motion and all were in favor. She explained that the town has a judgement against Resident Baumis and Mrs. Baumis is requesting the judgement be reduced. The Council unanimously agreed to deny the request.

Mike Turchi with BF&S updated the Council on the WWT Pump project and the Streetscape project. Both are moving along.

Town Marshal George Frantz informed the Council of a street sign that has been damaged and asked if the Council would like to seek Restitution. The Council would. George will get the damages to Jud Barce so he can send a restitution request letter. He explained that the property on Gregory was cleaned up by town employees and he will be forwarding the information to Jud in regards to a restitution request letter, to be sent to the property owner.

Utilities Operator Lorean Johnston informed Council that he has ordered testing kits to test for hardness and will report results once received. He informed the Council that the generator for the water plant is acting up and he will be having Best Electric look into the issue. Regarding the Well-Head Protection Plan, he needs to send letters to the residents within the delineation area, and he must have proof of delivery. He talked about hand delivery vs certified mail. The Council instructed him to use certified mail. Lastly, he informed the Council that the Fluoride is back on line. Regarding the WWT Plant he told the Council there was some items he would like to dispose of that is of no value. The council requested he get the information to Treeva to put in a Resolution so they can approve the disposal of the items. He asked if they should begin cold patching the holes in the streets. He was informed that Chad and Butch could patch holes. Regarding requests involving the salt barn, chipper hood repair, and F550 Truck repair and the mower repair; all was tabled until further information can be gathered.

Clerk-Treasurer Treeva Sarles presented a quote from Business Systems Solution for the Firewall Upgrades. Amy Brown made the motion to approve the request. Dirk Studebaker seconded the motion. Amy Brown, Dirk Studebaker and Doyle Allison were in favor. Kevin Burk abstained. Treeva read a letter from a 2nd grader, Isabel, from Sacred Heart School. She was thanking them for having a nice park to ride her bike.

Under old business the conditions of the Town buildings were tabled. Treeva presented what a small increment rate increase over the next 5 years would look like being 4% for 2016, 5% for 2017 and then 3% for each year for 2018, 2019 and 2020. The Council would like for her to put together the impact of 4% for 2016 and then 3% each year after. They would also like to see how that would affect business. She will have that for the next meeting.

Under New Business the Internal Controls Committee presented draft job descriptions for a Town Administrator position, the Laborer position and the Utilities Supervisor position. The Council set an Executive Session to review the open position(s) and interviews for Monday, March 7, 2016 at 5:30 PM.

With nothing else to come before the Council, Dirk Studebaker made the motion to adjourn at 7:16 PM. Doyle Allison seconded the motion and all were in favor.

SPECIAL MEETING OF THE TOWN COUNCIL
MONDAY, MARCH 7, 2016 AT 5:30 PM

Vice-President Ron Shoup called the meeting to order at 5:30 PM with members Amy Brown, Dirk Studebaker and Doyle Allison present. President was Kevin Burk absent.

The Council reviewed the newly revised Organizational Chart which had 3 options. Amy Brown made the motion to adopt Option 3 which added the position of a Town Administrator and that the Utilities Supervisor and Laborer's will report directly to the Town Administrator. Doyle Allison seconded the motion and all were in favor.

Amy asked if anyone had any questions or changes to the draft job descriptions passed out at the March 1, 2016 meeting. There was a discussion over the Town Administrator position and that it would be a 30 hour a week average position, if it would be a contractual vs employee position and if it would be salaried vs hourly.

Ron Shoup submitted his letter of resignation to the Town Council contingent on being hired for the Town Administrator position. Amy Brown made the motion to accept Ron's resignation. Doyle Allison seconded the motion and Amy Brown, Dirk Studebaker and Doyle Allison were in favor; Ron Shoup abstained, motion carries. Amy Brown took over the meeting.

Amy Brown made the motion to create the Town Administrator as a salaried position. Doyle Allison seconded the motion. Amy Brown, Doyle Allison and Dirk Studebaker were in favor; Ron Shoup abstained and motion carried.

Amy Brown made the motion to hire Ron Shoup as Town Administrator. . Dirk Studebaker seconded the motion. Amy Brown, Doyle Allison and Dirk Studebaker were in favor; Ron Shoup abstained and motion carried. Ron Shoup accepted the position effective April 6, 2016. He wanted the Council to know he will be off a week in July for an already planned vacation. They agreed. Benefits for this position will be decided at a later date.

With nothing else to come before the Council, Amy Brown made the motion to adjourn at 6:50 PM. Doyle Allison seconded the motion and all were in favor.

PUBLIC HEARING ON DOWNTOWN REVITALIZATION TUESDAY, MARCH 15, 2016 6:00 PM

Councilmen Amy Brown called the meeting to order at 6:07 PM with members Kevin Burk and Doyle Allison present; member Dirk Studebaker was absent.

BF&S Engineer Mike Turchi explained the Downtown Streetscape Improvements. He informed everyone that the Preliminary Engineering Report was completed January 16, 2015 and the funding application to Rural Development was submitted March 6, 2015. The Scope of the project is to install 9 new street lights on Main Street from the railroad tracks to Oxford Street and 11 new street lights on Oxford Street from Meadow Street to Church Street. The Street lights will have an Acorn fixture with LED luminaire, banner arms, planter arms and drip irrigation. There will also be some sidewalk and curb ramp improvements at the intersection of Main Street and Oxford Street. Cost of this project is estimated at \$617,000 with \$500,000 coming from Rural Development in a 40 year fixed rate loan and \$117,000 in local match. The curb and sidewalk work on Oxford Street west of Main Street, planters at intersection of Main and Oxford Streets and the open stage at the corner of Main and Second Streets have been removed to reduce the cost of the project. The estimated schedule of the project is Loan approval and Design by May 2016, Advertise for bids July 2016 Execute Construction Contract September 2016 and Construction Substantial completion by April 2017.

Kevin Burk asked about the drip irrigation, regarding the maintenance of it. There will be maintenance that will have to be performed by the town workers. Jud Barce asked what other towns, that have the drip irrigation, are doing regarding maintenance and cost. Mike will research and report back. Ron Shoup asked about the flashing light and how that will be mounted. They will be mounted to decorative poles that will match the street light posts. Jud asked if LED lights are expensive to replace and Mike explained they are more expensive to replace but they save a lot in electricity costs.

With no other questions Amy Brown made the motion to adjourn at 6:18 PM. Doyle Allison seconded the motion and all were in favor.

TOWN COUNCIL MEETING TUESDAY MARCH 15, 2016 FOLLOWING THE PUBLIC HEARING

Councilman Amy Brown called the meeting to order at 6:19 PM with members Kevin Burk and Doyle Allison present; member Dirk Studebaker was absent.

The Council announced that at the Special Meeting on March 7, 2016 the Council created a new position, Town Administrator. Ron Shoup resigned as Councilman and was hired to fill that position due to his experience within his career. Ron Shoup will start in his new role on April 6, 2016.

Lauren Lee with the Otterbein Public Library was present to discuss the Movie Nights with the Town Council. She verified that the screen, the town purchased, had the projector and sound system and it does. She then spoke with them about possibly having them down at the town park and wondered if there was electricity. It was discussed, there is electricity inside the pavilion but it would be hard to get electricity in the open area. Her concern is the street lighting on Main Street make it hard to see the movie well, and with traffic she feels it is a safety concern. Doyle Allison brought up that when the Council purchased the screen it was to create a gathering event in the downtown area, to help bring the community together and help business at the same time. The town could block the area to improve the safety concern. It was decided that the first Movie night will be May 6, 2016 at dark, approximately 9:15, at the vacant lot at Main and Second Streets; and then we will go from there.

Amy Brown read the summary of claims for a total of \$88,111.77. Kevin Burk made the motion to approve the claims as presented. Doyle Allison seconded the motion and all were in favor.

Attorney Jud Barce just updated the Council on the Central Street lots and that we are waiting on Tippecanoe County. He has provided the voter list to Treeva so that we can find 3 people to serve on the Stormwater Board. We need 3 members and both political parties must be represented.

BF&S Engineer Mike Turchi presented change order #2 to the WWT Pump Project. This will replace the alarm equipment. The change order is \$7,384. Kevin Burk inquired why this was not researched before the project was bid. Mike explained that until they tore into the old equipment they didn't realize that the technology in the existing equipment was so outdated. Kevin Burk made the motion to approve the change order #2. Amy Brown seconded the motion and all were in favor.

Town Marshal George Frantz requested to purchase a 2016 Ford Explorer police package for \$26,010 through Mike Raisor Group. This was discussed and budgeted for, during the budget process. Kevin Burk made the motion to purchase the new car. Amy

Brown seconded the motion and all were in favor.

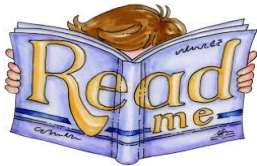
George asked permission to order a new US flag and a new Indiana flag, the cost for both will be about \$65.00. Doyle Allison made the motion to approve the purchase of flags. Kevin Burk seconded the motion and all were in favor.

Town Laborer Chad Jacoba thanked the Council for letting him attend the Purdue Road School. He learned a lot. He informed the Council that there are contractors that assess road and create a road maintenance 5 year plan. He thinks the Town would benefit from having this done. The Council asked him to give the information to Ron Shoup and Ron can research further. Council thanked him, for his input.

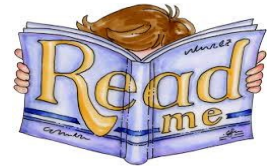
Utilities Operator Lorean Johnston asked if he can take the chipper and have the hood fixed and it should be under \$800. He also asked permission to get the oil pan that is leaking fixed on the F550 and that should cost less than \$800. Kevin Burk made the motion to have both items fixed, not to exceed \$800 each. Amy Brown seconded the motion and all were in favor. He presented a quote for a PSI Gauge for the water plant from USA Blue Book for \$449.95. Kevin Burk made the motion to approve the request. Amy Brown seconded the motion and all were in favor.

Clerk-Treasurer Treeva Sarles updated the Council that she is working a lot with Ronda Conrad on the Internal control processes within her office and that the State Board of Accounts is currently here auditing 2012-2015. Treeva presented Ordinance 2015-0315 An Ordinance to amend the 2016 Salary Ordinance to add the position and salary of Town Administrator. Kevin Burk made the motion to adopt 2015-0315. Doyle Allison seconded the motion and all were in favor. Treeva presented the Council with what a 4% increase in utilities rates would look like, for 2016 and 3% the following 4 years, for residents and businesses. The Council instructed her to proceed with creating the ordinances.

With nothing else to come before the Council, Doyle Allison made the motion to adjourn at 7:39 PM. Kevin Burk 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—Friday, April 1st—1st day of each month (except Sundays, then the 2nd day of the month) . 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. Mindful or mindless coloring, either way, this ‘therapy’ is relaxing and stress relieving for many individuals. Hundreds of colored pencils and coloring pages are supplied or bring your own. A kids area is set up in the children's section at the LEGO Table and adults will be in the meeting room. No registration just show up!

LEGO Club — Monday April 18th — 4:00pm. No registration, for ages 5+ with a parent/guardian.

Family Fun Night with the Libraries, — Thursday April 21st — 6:00pm, at the Elementary School. Registration is required for this family Earth Day event. Sign up with Kristi at the school or Lauren at the public library

Pinterest Night — Tuesday April 26th — 6:00pm. Craft TBD, check Facebook or the library's website for details. Registration required

Otterbein's Downtown Movie Night — Friday — May 6th at 9:15pm, join us on the corner of Main and 1st Street for a showing of "The Peanuts Movie." Rated G, free to attend. Bring your blankets, chairs, and snacks. No registration required.

