



# OTTERBEIN

TOWN BETWEEN TWO COUNTIES

*A place for family*

March 31, 2018

Vol. 23.03

104 E 2nd St, PO Box 215

765.583.4944

[www.otterbein.in.gov](http://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



### Public Input Meeting on Proposed Community Center

All are Welcome

Tuesday, April 10th at 5:30pm – Town Hall

### New Town Community Center

As many of you are aware, the existing community center had to be closed last year because of building structural concerns. Since its closing, several people have indicated that they miss having the center open and wished something could be done. The Clerk-Treasurer's office and the Town Council have heard your pleas and are currently in the process of applying for a federal grant to construct a new Community Center on the corner of Main Street and 2<sup>nd</sup> Street.

In order to acquire the grant, we need your input and support. Attached, you will find a **Community Input Survey** asking for your thoughts regarding the design of the new center, as well as, the types of programs and activities you would like to see at the center. We ask that each of you take a moment to complete the survey; this will ensure that the building has been designed with you in mind !!

As part of the federal grant process, we must complete an **Income Survey** as well. We have retained our grant writer, Priority Project Resources, Inc. to complete the survey. Given it is a random survey, not everyone will be contacted. If your household is selected, we encourage you to participate. Staff from PPR will be conducting the survey in the upcoming months. The survey takes about 3 minutes to complete and all information will remain completely confidential. Should you have any questions, please feel free to contact the Clerk's office.

As we near the grant application process, we will be conducting public hearings (dates TBD) specific to the project and encourage each of you to attend. We are very excited about this project and hope it goes a long way to improve the quality of life for all living here in Otterbein.

## Calendar April 2018

- 2nd Limb Pickup Begins
- 3rd Town Council Meeting 6:00 PM
- 11<sup>th</sup> Trash/Recycle
- 17<sup>th</sup> Town Council Meeting 6:00 PM
- 25<sup>th</sup> Trash/Recycle



### Invoice Cloud

Pay your bill online or by text

Go to: [Otterbein.in.gov](http://Otterbein.in.gov) and click the link or

[Invoicecloud.com/OtterbeinIN](http://Invoicecloud.com/OtterbeinIN)



### Town Cleanup Day!

Saturday, May 5th - 8am-2pm



Residents have a chance to clean up their property (if needed) without getting a citation from the police department or incurring a special charge from the trash company.

#### 1 load per service address

Dumpsters will be located at the Wastewater Plant on East 2nd St

NOTE: We will not take anything with an electrical cord, no Freon, no tires and no containers of paint. No building / remodeling / renovation items will be accepted from projects outside the town. Go to the Northwest Indiana Solid Waste District website for drop off locations of those items, or go to [www.nwiswd.org](http://www.nwiswd.org)

### Street Festival, Coming Saturday, August 4th

Still looking for volunteers for the festival committee!

If interested, call Treeva at 765-583-0089.



### Limb pick up is here!

Just to reiterate we do not accept sticks or yard waste (i.e. shrubs, bushes, dead plants).

Those items will be left behind. Try putting them in your trash can.

Sometimes there are circumstances that prohibit us from starting on the scheduled Monday. Please know that we will start as soon as it is possible and will continue until all have limbs have been picked up. If you have any concerns don't hesitate to call us at 765-583-4944.



## Construction of the Streets

### South on Main Street

Sometime in May, semis may be detoured to a different route for a day or so.



## Annual Chicken Dinner

Otterbein Masonic Lodge

25 E Oxford St

April 14, 2018

5 to 7 pm

Carry outs available!



With storm season upon us, please be mindful of the following: On occasion, the storm warning siren may be activated based on existing conditions even in the absence of a sighting and or confirmation of a tornado. Also, it is not uncommon for a storm to develop very quickly with very little warning. If the siren is activated, seek shelter immediately and if possible tune a radio or television to a local station for further instructions or updates. The Town of Otterbein does not own, maintain or activate the weather siren. **DO NOT** call Otterbein Town Hall for seeking information, employees may also be seeking shelter and in all likelihood, will know nothing more than that of the residents. To report a tornado sighting and or injury, call 911.



It's that time of year again! That's right...it is Summer Camp time! 2018 Summer Camp registration is NOW OPEN! We are now offering registration online through our website - [www.otterbeinumc.org](http://www.otterbeinumc.org). Once to our website, the Summer Camp page can be located under the Youth Programs tab at the top of the page. Please take a few moments to read this page in its entirety before moving onto the registration process. The Summer Camp board has made a few changes for 2018 and we want to ensure everyone is aware.



**Cost:** Full-Time: \$110 per week, per child.

Part-Time: \$30 per day, per child (4 days or less per week).

No discount is available for multiple children.

**Registration Fee:** A \$75 non-refundable registration fee per child is due at the time of registration.

Contact OUMC or Amy Rudolph at 765-583-4441 or [preschool-camp@otterbeinumc.org](mailto:preschool-camp@otterbeinumc.org)



## Hoot, Hoot, Hoot...

### Let's hear the Library News!!

**Maker Monday's is every Monday's @ 2 - 6pm.**



**Mother Goose on the Loose** is every Tuesday's @ 10:30am & Wednesday @ 3:30pm. Nursery rhyme program for ages 0-3 (older siblings are welcome), with a craft/activity.

**Preschool Storytime** is every Tuesday's @ 11:15am

**Library Board Meeting** is Tuesday, April 10, 6:00pm (2nd Tuesday of the month)

**Lego Builder's Club** is Monday, April 16, 4:00pm (3rd Monday of the month)

**Pinterest** is Thursday, April 26, 6:00pm (Registration is required) **It's just in time for Mother's Day!!**

## TOWN COUNCIL MEETING

TUESDAY MARCH 6, 2018 6:00 PM

Richard (Rick) Hadley called the meeting to order at 6:02 PM with members Amy Brown, Kevin Burk, and Doyle Allison present. Member Dirk Studebaker was absent.

The Council held the hearing on disconnection of water for non-payment. No one was present to discuss their situation. Kevin Burk made the motion to shut-off the water for those listed on the disconnection list. Doyle Allison seconded the motion and all were in favor.

Resident Joe Norfleet was present to ask the Council to hold off on vacating an undeveloped road that has been requested until he has his property surveyed. He is fine with the concept of the town vacating the road, just wants to agree upon what is being vacated.

Architects for KJG Architecture Inc. were present to introduce themselves and to ask Council if they had any questions regarding the proposal they submitted. The Council thanked them for coming.

Rick Hadley read the summary of Claims presented. Clerk-Treasurer Treeva Sarles also presented an invoice from Bobcat for \$428.88 it was left off the claims because Ron was researching if we owed the bill, but we do. Amy Brown made the motion to approve the claims including the invoice from Bobcat for a total of \$206,991.72. Doyle Allison seconded the motion and all were in favor.

Attorney Jud Barce updated the Council on several items. He discussed in regards to the Request to Vacate a portion of roadway, he has changes and will discuss them with the requesting attorney. He sent a letter to Rowe Truck regarding an old land swap issue, he hasn't heard back and will follow up. In regards to the windfarm tax issue, BP will pay 3 years back and current through the tax process.

Town Marshal George Frantz gave the departmental report. He updated the Council on the AED units. He has a price of \$1850 for 2 units, at \$72 for each set of pediatric pads, he also would like to order a sleeve and there will be shipping. Kevin made the motion to order all of it with a not to exceed \$2,100 plus shipping. Doyle Allison seconded the motion and all were in favor.

Town Administrator Ron Shoup updated the Council on street patching. He has completed South Main and will now be starting on Second Street. Ron suggested the Council consider an ordinance regarding sidewalk use in the business district and street level apartments. Jud will get some samples for the Council to review. He has been working on installing the new park exercise equipment in the pavilion and we will be holding an event for residents to come and see it on March 24, 2018 at 10:00 a.m. Lastly, he suggested that May 5, 2018 be town-wide clean up. Kevin Burk made the motion that town wide clean-up be held May 5, 2018. Amy Brown seconded the motion and all were in favor.

Utilities Operator Lorean Johnston gave the departmental report. Chad Jacoba resigned his position and he has an advertisement out to fill the position. Since Lorean has his vacation scheduled he will need Tom Tinsman to check on the plants every day and he will need testing samples taken to the lab since no one will be here to run the test in house. The testing will cost \$402 at Environmental Laboratories. Council unanimously agreed.

Clerk-Treasurer Treeva Sarles presented 3 proposals for architecture services to design the proposed community center. They were from KJG Architecture Inc, JPR Jones Petrie Rafinski, and Mohler Architects. Kevin Burk made the motion to hire KJG Architecture Inc. Amy Brown seconded the motion and all were in favor. She presented the agreement with Umbaugh to conduct a stormwater rate study. Kevin Burk made the motion to enter into the agreement with Umbaugh. Amy Brown seconded the motion and all were in favor. Treeva presented Resolution 2018-0306 to transfer budget between line items. Amy Brown made the motion to adopt Resolution 2018-0306. Kevin Burk seconded the motion and all were in favor. Lastly, she updated Council that Keller Development received the grant they requested and will be moving forward with turning the old nursing home into apartments called Otterbein Commons. They are hoping for construction to begin late summer, but if they can't get everything lined up to start then it will be spring 2019.

With nothing else to come before the Council, Rick Hadley made the motion to adjourn at 7:30 p.m. Amy Brown seconded the motion and all were in favor.

## TOWN COUNCIL MEETING

TUESDAY MARCH 20, 2018 6:00 PM

Richard (Rick) Hadley called the meeting to order at 6:04 PM with members Amy Brown, Dirk Studebaker, and Doyle Allison present. Member Kevin Burk was absent.

Clerk-Treasurer Treeva Sarles asked the Council to shut-off water to 206 W Oxford Street due to violation of a pay arrangement. Amy Brown made the motion to shut-off the water to 206 W Oxford St. Rick Hadley seconded the motion and all were in favor.

Rick Hadley read the summary of claims presented for a total of \$58,917.14. Dirk Studebaker made the motion to approve the claims as presented. Rick Hadley seconded the motion and all were in favor.

BF&S engineer Colin Dale updated the Council on the Wastewater Treatment Plant Project. Everything is going well. Utilities

Operator Lorean Johnston said he is pleased with the contractor and progress.

Lorean Johnston discussed with Council a couple of projects that he will be doing. He will be taking out a hydrant at Main and Third Street and moving it across the street and hooking it to a larger water main in the area. He will also be removing a hydrant at Main and Fourth. That hydrant will not be replaced. He will be starting the one at Main and Third Streets the first week of April. He reminded Council of a fall discussion of a stormwater issue at Main and 7th Streets. Town employees will be repairing the issue the first part of May while the paving project will have South Main Street shut down. Lastly, he discussed with Council the need to be looking at the lift station out by the old nursing home to decide if the new flow from the apartment complex will cause issues and if so how to address it. He feels the sooner this is researched the better.

Treeva Sarles updated the Council that Umbaugh will be here on Thursday to gather preliminary information to begin the rate study for stormwater.

Ryan Smith and Dave Buck from BF&S, Treeva and Town Administrator Ron went to INDOT for a meeting regarding the sidewalk project on Church Street and the possibility of moving it from the federal grant to the next round of state grants later this summer. Ryan updated the Council on that meeting and stated they are preparing the requested letter to INDOT. He discussed with the Council, Ron, Treeva and the engineers the possible streets to put on the CCMG grant application this year. There was a discussion on the extension of Second Street. They requested the engineers put together a cost for their assistance in designing the extension. Other streets mentioned, Church Street and Brown Street from Seventh Street to the end.

Ron informed the Council we need to order the baskets for the light poles and that Rotary will reimburse the town for that expense. Treeva suggested we pay from the donation fund, since Rotary will be donating the funds to pay for them. The council unanimously agreed. Ron updated Council on the Town Park. The spring toys and the slide needs replaced. He will look into cost. The exercise equipment is installed in the pavilion and we are having an open house Saturday, March 24, 2018. The concrete pad to mount the equipment on outside will be going in late spring. He has one quote but is gathering a few more. Treeva informed the Council she would like to write a grant application to the Benton County Community Foundation for an improvement to the park and asked the Council what they would like assistance with. Options given were a permanent bathroom, new equipment or a walking path. Rick Hadley would like to see the walking path be the next thing to be added to the park. Amy Brown agreed with the bathroom being second on the list. Treeva will keep them posted.

The Council discussed in detail how they would like to see the proposed community center. Items discussed were Masonry building with decorative block and brick exterior. An old town look that is historical to our town, a welcoming and inviting front. Some parking available, to hold 75-100 people in the main area, a warming kitchen, lots of natural light and a way to access restrooms from the outside. The architect and grant writer will be in the office tomorrow to begin the preliminary design. Ron and Treeva will share the Council's input. We will also need to get a survey done on the property. Treeva will get some quotes. The architect is to provide a quote for re-design of the current town hall. The Council requested a realtor opinion be gotten on the current community center building so the Council can decide what to do with the building.

Ron Shoup informed the Council that he discussed with Marty Webb, the assistant director of Tippecanoe County Emergency Management, that Tippecanoe County just installed 2 new tornado sirens for \$22,000. Ron also called Federal Siren Company and the cost was \$14,000 for one siren. If we installed one to two more sirens in town this is a ball park cost for the siren. There would also be pole and electrical expense to install. Council discussed areas such as out by the Farmers and Merchants Bank, the school area or down in the South side of town. Ron also asked Marty Webb if the Town could switch back to Tippecanoe County to sound the sirens. Marty said what they don't want to see is the town flipping back and forth between counties. If the Town wishes to switch back to Tippecanoe County they would need to get him a letter of request and he will present it to the County Commissioners.

Treeva requested a Special Meeting to discuss some programs and policies. The Council set that meeting for April 3, 2018 at 5:00 PM.

With nothing else to come before the Council, Dirk Studebaker made the motion to adjourn at 7:48 p.m. Doyle Allison seconded the motion and all were in favor.