



Important Phone Numbers

| | |
|-------------------|-----------------|
| Police | 911 or 884-0080 |
| Billing Questions | 583-4944 |
| Clerk's Office | 583-0089 |
| Waste Management | 866-797-9018 |
| Streets | 583-3430 |
| Water Emergencies | 765-761-7594 |

Councilmen

| | |
|---------------|----------|
| Jackey Apache | 491-4594 |
| Doyle Allison | 307-8505 |
| Amy Brown | 376-0366 |
| Rick Hadley | 418-5742 |
| Linda Brummet | 404-2115 |

BOARD MEMBERS NEEDED - The Town of Otterbein is accepting applications for residents who wish to serve on the Board of Zoning Appeals (three open seats: any party affiliation) and the Advisory Plan Commission (two open seats: Democratic, Libertarian, minor party, or nonpartisan).

Applications are available at the Town Hall or online at <https://www.otterbein.in.gov/forms-notices>. Questions can be directed to Lukas Darling, Town Administrator (ldarling@otterbein.in.gov).

2023 Town of Otterbein Collection Schedule

Please note the trash collection calendar for 2023 is located on our Town's website, www.otterbein.in.gov/forms-notices. The trash will be picked up on regular service days except for specified holiday weeks. If the collection falls after a weekday holiday, pickup will be delayed by one day for that week only. Observed holidays for Waste Management includes: **New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas Day**. For more information, contact Waste Management at 866-797-9018.

Calendar February 2023

- 2nd Town Council Meeting 6:00 PM
 - 16th Town Council Meeting 6:00 PM
 - 20th **Closed due to Holiday**
- ***Trash Every Friday*****



Pay your bill online or by text

Go to: Otterbein.in.gov and click the link
or

Invoicecloud.com/Otterbein IN



2023 Golf Permits

2023 Golf Permits are available for the new year. All Golf Carts and ORVs must be registered at the Town Hall in order to operate within the Town Limits. (Ord.2021-0415 and 2021-0506B)

Golf Cart owners must show proof of insurance and pay a \$15.00 permit fee.

ORV owners must show proof of insurance and ORVs are required to register their ORV with the State of Indiana and show proof that it is.

"Snow Removal"

The Otterbein Town Council asks that anyone parking on a public street within the town be mindful of snow removal efforts. If a parked vehicle hampers or prevents snow removal by the town, the vehicle is subject to being removed/impounded by the Police Department.

Per Otterbein Town Code: ***§ 74.15 SNOW REMOVAL; REMOVAL OF VEHICLES.***

The proper officials of the town shall be authorized to remove any vehicle parked on such streets when so prohibited, in order to permit snow removal.

Otterbein Town Code: Is accessible via the Town's website at www.otterbein.in.gov/ordinances.

Do you lack a high school diploma?

Are you ready to take the first step toward expanding your opportunities for college or a better career? BFW Adult Education can help you on your journey to earning your high school equivalency credential by passing the HiSet exam. Receiving this credential may help open doors that have been closed to you previously.

Contact the Benton Fountain Warren Adult Education today at 765-764-1880 to get started!

Warren County Learning Center hours are

Monday - Thursday 10:00am-5:00pm

Friday, Saturday, & Sunday by appointment only.

2023 OUMC Summer Camp, registration NOW OPEN!

**This summer we have 60 camper spots available,
register now to guarantee your spot!**

Please contact Amy Rudolph for more information,
765-583-4441 or preschool-camp@otterbeinumc.org.

SPECIAL MEETING OF THE TOWN COUNCIL WEDNESDAY, DECEMBER 28, 2022 3:00 PM

Council President Amy Brown called the meeting to order with members Jackey Apache, Linda Brummet and Richard (Rick) Hadley present. Member Doyle Allison was absent.

Amy Brown read the summary of claims presented plus an additional Wire Transfer of \$1,750.00 for attorney fees for the bank's attorney, associated with Water bond. Total for claims with the wire transfer is \$84,486.03. Jackey Apache made the motion to approve the claims and wire transfer. Linda Brummet seconded the motion, and all were in favor.

The Council reviewed quotes received for the Restroom/Storage Facility at the Town Park. INTAC Management LLC for \$23,000; Spencer Construction Co. Inc. for \$45,350 and TL Kincaid for \$49,200. Rick Hadley made the motion to award the project to INTAC Management LLC for \$23,000. Linda Brummet seconded the motion, and all were in favor.

Clerk-Treasurer Treeva Sarles presented Resolution 2022-1228B to encumber 2022 budget appropriations into 2023 for expenses incurred in 2022 but won't be paid until 2023. The amount to be encumbered is \$250,634. Rick Hadley made the motion to adopt Resolution 2022-1228B. Amy Brown seconded the motion, and all were in favor. She presented Resolution 2022-1228A A Resolution to transfer appropriation from one line item to another. Jackey Apache made to motion to adopt Resolution 2022-1228A. Amy Brown seconded the motion, and all were in favor.

Lastly the Council discussed a Zoeller Pump that has been at the repair shop for over a year. It was to be covered under warranty and now the company is saying it is not. Council would like Jud to investigate this.

With nothing else to come before the Council, Amy Brown made the motion to adjourn at 3:25 PM. Jackey Apache seconded the motion, and all were in favor.

TOWN COUNCIL MEETING
THURSDAY, JANUARY 5, 2023 6:00 PM

Amy Brown called the meeting to order at 6:00 PM with all members present.

Amy Brown, Jackey Apache and Richard (Rick) Hadley was unopposed in the election for Councilmen and there for will now serve another 4-year term. They took their Oath of Office in front of Clerk-Treasurer Treeva Sarles.

Rick Hadley made the motion that the Council President for 2023 be Amy Brown. Jackey Apache seconded the motion, and all were in favor. Rick Hadley made the motion that the Vice-President be Jackey Apache. Doyle Allison seconded the motion, and all were in favor.

The Council conducted a hearing for utility disconnection due to unpaid bills. No one was present to discuss their case. Jackey Apache made the motion that those listed be disconnected. Rick Hadley seconded the motion, and all were in favor.

Angela Hands with the Otterbein PTO was present to discuss the annual 5K. It is planned for May 6, 2023 with the same route as 2022. The Council Unanimously agreed for the 5K to take place on the designated route.

A resident was present to discuss the Truck Route signage on US-52. Lukas will contact INDOT to see what can be done. He then asked about Code Enforcement regarding a shed very close to an alley way. Lukas will look into this as no permit was given for the shed. Lastly he asked about the entrance to the new parking lot of the library being off the alley and the town liability. He was informed the library had asked the town about the entrance and this was the town's preferred entrance. The liability would be the same as if it was a named street. Lastly, he asked if the residents could be informed in the newsletter what will be on the agenda. He was informed the agenda is not set that early. A tentative agenda is set 2 days ahead of the meeting, then it can change up to the day of the meeting. Residents can call a couple days ahead and ask what is on the agenda and the agenda is posted on the door of the Town Hall the day of the meeting.

Jackey Apache made the motion that the legal notices will be placed in the Journal & Courier and the Benton Review for 2023. Rick Hadley seconded the motion, and all were in favor.

The December 2022 Minutes were tabled until the next meeting. Amy Brown read the summary of claims presented for a total of \$163,589.72. Rick Hadley made the motion to approve the claims as presented. Linda Brummet seconded the motion, and all were in favor.

Town Administrator Lukas Darling informed the Council that he is still gathering information on the Zoeller pump before discussing with Jud. In regards to the watermain break caused by Xfinity. He will investigate getting payment for the repair from them. He informed them we are looking for 4 people to volunteer for the Area Plan Commission and the Zoning Board due to vacancies. If they know of anyone, please have them see Lukas.

Clerk-Treasurer Treeva Sarles gave the 2022 Financial Report. She asked the Council how much of the remaining 2022 budget would they like to move to the Rainy Day Fund. They agreed to \$25,000. She will prepare the Resolution to do so for adoption at the next meeting.

She explained when the 2023 Utility Budgets were adopted they didn't have a full year of new rates or the impact of the water project finalized yet. Now that we have more information on the impact of the rate increases and the finances have been finalized for the water project she is presented new 2023 Utility Budgets to be considered. Ordinance 2023-0105A Setting the 2023 Water Utility Budget. Rick Hadley made the motion to adopt Ordinance 2023-0105A. Jackey Apache seconded the motion, and all were in favor. Ordinance 2023-0105B Setting the 2023 Wastewater Utility Budget. Jackey Apache made the motion to adopt Ordinance 2023-0105B. Linda Brummet seconded the motion, and all were in favor. Ordinance 2023-0105C Setting the 2023 Stormwater Utility Budget. Rick Hadley made the motion to adopt Ordinance 2023-0105C. Linda Brummet seconded the motion, and all were in favor. She presented Resolution 2023-0105 to Amend the 2022-1228B Encumbering budget from 2022-2023. There were 2 large items that came up after the December 28, 2022 meeting. Jason ordered tires for a police car for \$721.89 to The Goodyear Tire & Rubber Co. and we had an emergency computer repair. The UPC to the server quit working so this was an emergency repair done by Roeing Corporation for \$1,169.00. These 2 purchases happened in 2022 but will not be paid until 2023. Therefore, this Resolution adds these two items to the Resolution adopted December 28, 2022, for a grand total being encumbered from 2022 to 2023 of

\$252,524.98. Jackey Apache made the motion to adopt Resolution 2023-0105. Linda Brummet seconded the motion, and all were in favor.

Amy Brown made the motion for Lukas Darling be the KIRPC Representative for 2023. Jackey Apache seconded the motion, and all were in favor.

With nothing else to come before the Council, Jackey Apache made the motion to adjourn at 6:53 PM. Doyle Allison seconded the motion and all were in favor.

TOWN COUNCIL MEETING THURSDAY, JANUARY 19, 2023 6:00 PM

Council President Amy Brown called the meeting to order at 6:00 PM with members Jackey Apache, Doyle Allison and Richard Hadley present. Member Linda Brummet was absent.

There were no public comments.

Jackey Apache made the motion to approve the December 2022 Minutes as presented. Richard Hadley seconded the motion, and all were in favor.

Amy Brown read the summary of claims presented for a total of \$94,469.15. Jackey Apache made the motion to approve the claims as presented. Richard Hadley seconded the motion, and all were in favor.

Dave Buck with BF&S Engineering presented Council with budgetary level estimates, for the streets in town to be considered, for the application to INDOT for the CCMG 2023-1 Grant Application. After presenting all the different street budgeting options, Richard Hadley made a motion to proceed with Central Avenue from Kerkhoff Ave to 6th Street for the CCMG 2023-1 Grant Application. Doyle Allison seconded the motion, and all were in favor.

Tim Clark from INTAC Management LLC gave an update on the things he is working on; room evacuation plans and street parking markings for ADA, need to setup safety training, finish emergency preparedness (which the county is currently reading through).

Town Administrator Lukas Darling asked for approval to have BF&S write the response letter to IDEM on the recent wastewater inspection. Amy Brown made a motion to allow BF&S to write the response letter to IDEM. Jackey Apache seconded the motion, and all were in favor. He then presented revisions to the employee handbook (2023). Jackey Apache made a motion to approve the revisions. Amy Brown seconded the motion, and all were in favor. He then gave his Administrator report which included the receiving of an AED unit, upcoming OSHA training, employee training updates, submission of a second AED grant for the police cruisers through Benton Community Foundation and INDOT did respond on installing the truck route signs. Lastly, he applied for a grant through the Firehouse Subs Public Safety Foundation, and we were awarded \$25,644 to buy a Polaris Ranger XP for the police department. More information on that will come in March.

Chief Deputy Clerk-Treasurer Betsy Jones presented Ordinance 2023-0119 An Ordinance Establishing a Restricted Opioid Settlement Fund, an Unrestricted Opioid Settlement Fund, and Providing for the use of Said Funds. Jackey Apache made a motion to adopt Ordinance 2023-0119. Richard Hadley seconded the motion, and all were in favor. She presented the Standard Fee Agreement with Barce & Redlin. Doyle Allison made a motion to approve Barce & Redlin Standard Fee Agreement. Richard Hadley seconded the motion, and all were in favor. Next was to get permission to apply for the OCRA Wastewater & Stormwater Planning Grant. Jackey Apache made a motion to apply for the OCRA Wastewater & Stormwater Planning Grant. Richard Hadley seconded the motion, and all were in favor. Lastly, Resolution 2023-0119 Resolution to Transfer Funds to the Rainy Day Fund. Richard Hadley made the motion to adopt Resolution 2023-0119 Resolution to Transfer Funds to the Rainy Day Fund. Doyle Allison seconded the motion, and all were in favor.

With nothing else to come before the Council, Jackey Apache made the motion to adjourn at 6:42 PM. Amy Brown seconded the motion, and all were in favor.