



**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	765-761-0526

**Councilmen**

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

**First Leaf Pickup**

**Saturday, November 18<sup>th</sup>**

Leaves must be bagged at the curbside by 6:00 am.

Reminder: Burning of leaves that have fallen from trees or shrubs, non-woody plant matter, weeds, grass clippings, or other material that can be composted is prohibited. Ord. No. 2021-0304B

**Town Hall will be closed** on Thursday, November 23<sup>rd</sup> and Friday, November 24<sup>th</sup> due to the holiday. As well, Tuesday, November 28<sup>th</sup>, for an in-service training day for staff.



Mark your calendar, due to the holiday on Thursday, November 23<sup>rd</sup>, **trash day** that week will be a day behind on **Saturday, November 25<sup>th</sup>**. Make sure you still have it out the night before.

Do you have a **dog tag** from the town? The town offers dog tags free of charge for town residents. If not, make sure you register your dog or dogs at the town hall during our open hours. If you do have an old dog tag or information that has changed; make sure you call us so we can update the information at 765-583-4944. It's helpful for the town, and owner, if the dog gets loose.

Town of Otterbein uses the **Code Red** system to notify Otterbein residents of community events and alerts such as water issues, boil advisories, trash updates, street closings, and etc. Benton County uses it to notify the communities of severe weather conditions and other emergency situations. Code Red is a service which can send out information thru phone calls, text messages, and/or emails. A link to sign up for Code Red can be found on our website, [Otterbein.in.gov](http://Otterbein.in.gov) at the bottom of the homepage under Benton County. If you need assistance, feel free to contact us by telephone for help at 765-583-4944.

Reminder if interested in recycling, the **mobile recycling** center is located at 502 E 2<sup>nd</sup> Street in our town, and items must be emptied and cleaned. The bins are marked with the items that are acceptable, and the cardboard (corrugated and non-corrugated) are placed into the shed beside the mobile site. The items accepted are paper, tin, aluminum, #1 plastic bottles, #2 plastic cloudy or frosted containers, and #2 plastic solid color.

- 2<sup>nd</sup> Town Council Meeting 6:00 PM
  - 16<sup>th</sup> Town Council Meeting 6:00 PM
  - 18<sup>th</sup> Leaf Pickup 6:00 AM
  - 23<sup>rd</sup> Town Hall Closed-Holiday
  - 24<sup>th</sup> Town Hall Closed-Holiday
  - 25<sup>th</sup> Trash Pickup due to Holiday
  - 28<sup>th</sup> Town Hall Closed-Training Day
- \*\*\*Trash Every Friday\*\*\***



Pay your bill online or by text

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

[Invoicecloud.com/Otterbein IN](http://Invoicecloud.com/Otterbein IN)



## Otterbein United Methodist Church

### "NATIVITY NIGHT"

405 E. Oxford Street, Otterbein, IN 47970

December 8, 2023

5:30-7:30 p.m.



Join us for a cost-free evening exploring the stories of special nativities on display, a craft for kids, and a soup supper.

---

Winter, winter is almost here. As most people aren't ready to hear, winter will be here before we know it. So, make sure your house is **winterized for winter**. A few tips include install weather stripping, insulation, storm windows, and insulate water lines that run along exterior walls. Clean out gutters and repair roof leaks. As well, check your heating system. Make sure you have it serviced, cleaned, working properly, and ventilated to the outside. Inspect and clean fireplaces and chimneys. Those are a few helpful tips for preparing for the snowy days ahead.

---

### TOWN COUNCIL MEETING

THURSDAY, OCTOBER 5, 2023, AT 6:00 PM

Council President Amy Brown called the meeting to order at 6:02 PM with members Jackey Apache and Doyle Allison present. Members Linda Brummet and Richard (Rick) Hadley were absent.

The Council held the hearing on utility disconnect for non-payment. No one was present to discuss their situation. Amy Brown made the motion to approve those listed to be disconnected. Jackey Apache seconded the motion, and all were in favor.

Amy Brown read the summary of Claims presented for a total of \$277,166.60. Jackey Apache made the motion to approve the claims as presented. Doyle Allison seconded the motion, and all were in favor. Amy Brown made the motion to approve the September Minutes as written. Jackey Apache seconded the motion, and all were in favor.

Ordinance 2023-1005A, the 2024 Budgets for the Town of Otterbein was read. Jackey Apache made the motion to adopt Ordinance 2023-1005A. Doyle Allison seconded the motion, and all were in favor. Ordinance 2023-1005B, the 2024 Budget for the Water Utility was read. Amy Brown made the motion to adopt Ordinance 2023-1005B. Doyle Allison seconded the motion, and all were in favor. Ordinance 2023-1005C, the 2024 Budget for the Wastewater Utility was read. Jackey Apache made the motion to adopt Ordinance 2023-1005C. Doyle Allison seconded the motion, and all were in favor. Ordinance 2023-1005D, the 2024 Budget for the Stormwater Utility was read. Doyle Allison made the motion to adopt Ordinance 2023-1005D. Amy Brown seconded the motion, and all were in favor.

Chris Limiac from BF&S presented Change Order 7 to the ISI Contract for \$3,526.74. Jackey Apache made the motion to approve Change Order 7. Amy Brown seconded the motion, and all were in favor. He updated the Council on the Water Project. Dave Buck with BF&S informed the Council that the Central Street paving project will begin in the spring. He updated the Council that the design for the Dirk Studebaker Trail is progressing and will be done in December with Bidding the project in January-February 2024.

Town Marshal Jason Pritchett presented Resolution 2023-1005A, a Resolution to Authorize Sale of 2016 Ford Police Interceptor Utility to the City of Lafayette, IN. Jackey Apache made the motion to adopt Resolution 2023-1005A. Amy Brown seconded the motion, and all were in favor. He gave a department report.

Town Administrator Karen Hurtubise gave a department report.

Clerk-Treasurer Treeva Sarles presented Ordinance 2023-1005E amending the 2023 Salary Ordinance. Amy Brown made the motion to adopt Ordinance 2023-1005E. Jackey Apache seconded the motion, and all were in favor. She presented Ordinance 2023-1005F, the 2024 Salary Ordinance. Amy Brown made the motion to adopt Ordinance 2023-1005F. Doyle Allison seconded the motion, and all were in favor. She presented Ordinance 2023-1005G amending the Large Item Pickup Ordinance. Jackey Apache made the motion to adopt Ordinance 2023-1005G. Doyle Allison seconded the motion, and all were in favor. She presented Resolution 2023-1005B, a Resolution to Reduce the 2023 Budgets. Amy Brown made the motion to adopt Resolution 2023-1005B. Jackey Apache seconded the motion, and all were in favor. She brought up the need to replace 3 dead trees on the town Easement to the Lift Station between Otterbein Commons and the Kerkhoff's property. Amy Brown made the motion to replace the trees. Jackey Apache seconded the motion, and all were in favor. She requested permission to end the contract with Roeing Corporation, which requires a 30-day notice for Information Technology services. Jackey Apache made the motion to end the contract with Roeing Corporation. Doyle Allison seconded the motion, and all were in favor. She requested permission to begin Information Technology Services with Iron Cloud Technology, and that Treeva can sign the contract with Iron Cloud. Amy Brown made the motion to enter into a contract with Iron Cloud Technology, and that Treeva can sign the contract. Jackey Apache seconded the motion, and all were in favor. She presented quotes from Roeing Corporation and Iron Cloud Technology for a new server for the town. Jackey Apache made the motion to purchase the new server from Iron Cloud Technology. Doyle Allison seconded the motion, and all were in favor.

Duke Energy has completed the lighting inventory and has submitted the contract for the Town to move to LED Street Lighting. This will reduce the Town's monthly bills for Street Lighting. Amy Brown made the motion to enter the Contract with Duke Energy. Jackey Apache seconded the motion, and all were in favor.

With nothing else to come before the Council, Doyle Allison made the motion to adjourn at 7:02 PM. Jackey Apache seconded the motion, and all were in favor.

### **EXECUTIVE SESSION OF THE OTTERBEIN TOWN COUNCIL**

**THURSDAY OCTOBER 19, 2023, AT 5:00 PM**

Council President Amy Brown called the meeting to order at 5:00 PM with all members present. The Council held this Executive Session to hold a Performance Review for an employee. This was the only topic discussed.

Jackey Apache made the motion to adjourn at 6:01 PM. Richard (Rick) Hadley seconded the motion, and all were in favor.

### **TOWN COUNCIL MEETING**

**THURSDAY, OCTOBER 19, 2023, AT 6:00 PM**

Council President Amy Brown called the meeting to order at 6:07 PM with all members present.

Amy Brown read the Summary of Claims. Clerk-Treasurer Treeva Sarles asked Council to add \$750.00 to the Farmers & Merchants Bank for an HSA Account for a new employee. Jackey Apache made the motion to approve the claims and adding the \$750.00 to the Farmers & Merchants Bank for a total claim of \$123,741.92. Linda Brummet seconded the motion, and all were in favor.

There is an open seat on the Redevelopment Commission to be appointed by the President of the Town

Council. President Amy Brown appointed Linda Brummet to the Redevelopment Commission.

Ordinance 2023-1102A, an Ordinance to Adjust the Water Rates was introduced and read aloud. Ordinance 2023-1102B, an Ordinance to Adjust the Wastewater Rates was introduced and read aloud. The council unanimously set a Public Hearing for regarding the Rate Adjustments to the Water and Wastewater for November 2, 2023.

Chris Limiac with BF&S presented Change Order 8 to the ISI Contract. Richard (Rick) Hadley made the motion to approve Change Order 8. Doyle Allison seconded the motion, and all were in favor. He presented Pay Application 5 for the ISI Contract. Rick asked if this was the last one. Chris explained it is not. Amy Brown made the motion to approve Pay Application 5 for payment. Rick Hadley seconded the motion, and all were in favor. Chris gave an update on the project. There has been a walk through, and the punch list has been created with the project near completion. He recommends issuing a Certificate of Substantial Completion to ISI. Jackey Apache made the motion to issue a Certificate of Substantial Completion to ISI. Linda Brummet seconded the motion, and all were in favor.

The Council reviewed Ordinance 2015-1006, Relating to Peddlers, Itinerant Merchants, and Solicitors. As Food Vendors/Trucks become more popular they want to be clear on the expectations. They would like it to be clear on the differences between Food Trucks on private property vs a town street. If a vendor is to set up on a town street, they are required to fill out an application and provide the required documentation. Also, they would like to add to the ordinance a \$175 per day fee. If it is like a Farmers Market/fresh vegetables, there would be no fee. Treeva will work with the attorney to get the changes made.

Town Administrator Karen Hurtubise gave a department report.

Clerk-Treasurer Treeva Sarles discussed the LEAP project and wondered if they would like the group fighting against it to come speak to the Town, and explain how those effects the town, and how we get involved to protect our water source. The Council would like her to set that up. She updated that the company that was renting the old town hall office space has left. Milestone Contractors LP is interested in renting the building for 15 months. Jackey Apache made the motion to enter into a contract to lease the office space for 15 months to Milestone Contractors LP, and for Amy Brown to sign the contract. Rick Hadley seconded the motion, and all were in favor.

With nothing else to come before the Council, Doyle Allison made the motion to adjourn at 7:14 PM. Amy Brown seconded the motion, and all were in favor.