



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

Town Hall will be closed on Monday, January 1st due to the holiday, and Tuesday, January 2nd for our Year End Process. Also, closed Monday January 15th in honor of Martin Luther King Day.

Due to the holiday, New Year's, trash pickup that week will be a day later on Saturday, January 6th. Make sure you still have it out the night before.

2024 Golf Permits

2024 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.

Did you know? If you have any issues with your water, like discoloration, to call the Town Hall at 765-583-4944.

JANUARY 2024

- 1st Town Hall Closed-Holiday
 - 2nd Town Hall Closed-Year End
 - 6th Trash Day due to Holiday
 - 4th Town Council Meeting 6:00 PM
 - 15th Town Hall Closed-Holiday
 - 18th Town Council Meeting 6:00 PM
- ***Trash Every Friday*****



**Winners of the Otterbein Rotary Annual
Christmas Light Contest**

First Place Winner: the Pava's on Waddell Street

Second Place Winner: the Fording's on Meadow Street

Third Place Winner: the Jone's on Sunset Street

Honorable Mention: the Hartley's on First Street, and the Hewitt's on Brown Street

Congratulations to the winners, and thanks to everyone who helped light up Otterbein during the holiday season.



Pay your bill online or by text

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

Invoicecloud.com/Otterbein IN



Helpful Tip during Winter

Due to winter being upon us, and the possibility of winter storms approaching. Please be aware that East and West Oxford Street has the ability to drift significantly; hindering the ability for safe travels. A much safer route to travel is North Main Street or North Meadow Street to US 52.

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

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 Codes are accessible via the Town’s website at www.otterbein.in.gov/ordinances.

EXECUTIVE SESSION OF THE OTTERBEIN TOWN COUNCIL

THURSDAY, DECEMBER 7, 2023 AT 5:00 PM

Council Vice-President Jackey Apache called the Executive Session to order at 5:00 PM with members Linda Brummet, Richard (Rick) Hadley and Doyle Allison present. President Amy Brown was absent.

The reason for the Executive Session is to discuss a job performance evaluation of individual employees except in the context of the budget process. This was the only topic discussed.

Rick Hadley made the motion to adjourn at 5:55 PM. Linda Brummet seconded the motion, and all were in favor.

TOWN COUNCIL PUBLIC HEARING ON THE PETITION FOR VOLUNTARY ANNEXATION

THURSDAY, DECEMBER 7, 2023 AT 6:00 PM

Council Vice-President Jackey Apache called the Public Hearing to order at 6:00 PM with members Linda Brummet, Richard (Rick) Hadley and Doyle Allison present. President Amy Brown was absent.

The Council held the Hearing on the Petition for Voluntary Annexation. There were no public present, therefore no comments.

Attorney Ingrid Barce presented Resolution 2023-1207A, a Resolution Adopting a Fiscal Plan for the Annexation of Lands. Rick Hadley made the motion to adopt Resolution 2023-1207A. Jackey Apache seconded the motion, and all were in favor. She presented Ordinance 2023-1207B, an Ordinance to Annex Property Contiguous to the Town of Otterbein. Rick Hadley made the motion to adopt Ordinance 2023-1207B. Linda Brummet seconded the motion, and all were in favor.

Rick Hadley made the motion to adjourn the public hearing at 6:06 PM. Linda Brummet seconded the motion, and all were in favor.

TOWN COUNCIL MEETING
THURSDAY, DECEMBER 7, 2023 AT 6:00 PM

Council Vice-President Jackey Apache called the Public Hearing to order at 6:07 PM with members Linda Brummet, Richard (Rick) Hadley and Doyle Allison present. President Amy Brown was absent.

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

Jackey Apache read the summary of claims presented for a total of \$632,190.03. Rick Hadley made the motion to approve the claims as presented. Linda Brummet seconded the motion, and all were in favor. Jackey Apache made the motion to approve the November 2023 Minutes as written. Linda Brummet seconded the motion, and all were in favor.

Colin Sullivan gave project updates from BF&S.

Town Marshal Jason Pritchett discussed this ordinance regarding owners letting pets go to the bathroom not on their property. The fine is graduated \$50 for First Violation, \$100 for Second Violation and \$500 for Third Violation. The main complaint is Thompson Park. A resident in the area does have a camera looking towards the park and will look to see if it can identify the violator. The Council would like a sign installed stating to clean up after your pet and that the maximum fine is \$500. He then requested a new bullet-proof vest. Linda Brummet made the motion to approve the request with a not to exceed \$2,000. Rick Hadley seconded the motion, and all were in favor.

Clerk-Treasurer Treeva Sarles with the assistance of Ron Shoup presented quotes for a new mower. Quotes were received from Phoenix, Riggs and Bobcat with brands being Ferris, Hustler, and Scag. Different models all 60" decks, horsepower ranging from 28-40, and price ranging from \$9,599 to \$14,999. This will be trading in our current Scag. Rick Hadley made the motion to purchase a Scag Turf Tiger II from Bobcat for \$11,739. This price includes the \$2,500 trade in of the current Scag mower. Ron then explained the quote from Rowe Truck for a new dump bed for the 2000 dump truck for \$11,250. He tried to get a quote from Clark Equipment but was informed they were very busy. They didn't know if they could get the quote to him, and they did not. Doyle Allison made the motion to purchase the dump bed from Rowe Truck. Linda Brummet seconded the motion, and all were in favor. Treeva presented the 2024 Schedule of Town Council Meetings. Rick Hadley made the motion to accept the schedule of meetings. Linda Brummet seconded the motion, and all were in favor. She presented the 2023 Utility Bill write-off list. Total to be written off is \$1,142.59. Linda Brummet made the motion to approve the write-off list. Jackey Apache seconded the motion, and all were in favor. Lastly, she presented a request from Town Administrator Karen Hurtubise for a Training on the Comprehensive plan with the firm that did it. The request is for \$1,200. The request was tabled for further information.

Linda Brummet commented that there have been a lot of positive comments from residents liking the Christmas lights.

With nothing else to come before the Council, Rick Hadley made the motion to adjourn at 6:54 PM. Linda Brummet seconded the motion, and all were in favor.

**EXECUTIVE SESSION OF THE OTTERBEIN TOWN COUNCIL
THURSDAY, DECEMBER 21, 2023 AT 5:00 PM**

President Amy Brown called the Executive Session to order at 5:03 PM with all members present.

The reason for the Executive Session is to discuss a job performance evaluation of individual employees except in the context of the budget process. This was the only topic discussed.

Jackey Apache made the motion to adjourn at 6:00 PM. Rick Hadley seconded the motion, and all were in favor.

**TOWN COUNCIL MEETING
THURSDAY, DECEMBER 21, 2023 AT 6:00 PM**

President Amy Brown called the meeting to order at 6:06 PM with all members present.

Amy Brown read the summary of claims presented for a total of \$86,620.11. Jackey Apache made the motion to approve the claims as presented. Rick Hadley seconded the motion, and all were in favor.

Town Administrator Karen Hurtubise presented Jay Ritter's application for approval to serve on the Advisory Plan Commission. Amy Brown made the motion to appoint Jay Ritter to the Advisory Plan Commission. Jackey Apache seconded the motion, and all were in favor. She presented Debi Smith's application for approval to serve on the Board of Zoning Appeals. Jackey Apache made the motion to appoint Debi Smith to serve on the Board of Zoning Appeals. Doyle Allison seconded the motion, and all were in favor. Additionally, Rick Hadley made the motion to appoint Karen Stevenson a member of the Advisory Plan Commission to serve on the Board of Zoning Appeals. Jackey Apache seconded the motion, and all were in favor. She presented Resolution 2023-1221A, a Resolution to Confirm the Organization of various Boards in Otterbein, Indiana. Amy Brown made the motion to adopt Resolution 2023-1221A. Jackey Apache seconded the motion, and all were in favor.

Clerk-Treasurer Treeva Sarles presented Infrastructure Systems Inc (ISI) pay application 7 which is the release of retainage for \$50,388.85. Amy Brown made the motion to approve pay application 7. Jackey Apache seconded the motion, and all were in favor. She presented the Certificate of Completion for ISI. Amy Brown made the motion to issue the Certificate of Completion. Rick Hadley seconded the motion, and all were in favor. Jackey Apache made the motion to approve the advertisement for the bidding of the Dirk Studebaker Trail project. Doyle Allison seconded the motion, and all were in favor. She reminded the Council of the Redevelopment Commission Meeting and the year-end financial meeting on December 28, 2023 at 3:00 PM. Lastly, she presented the contract with Keystone, our financial software provider. Rick Hadley made the motion to enter into the contract. 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 6:25 PM. Doyle Allison seconded the motion, and all were in favor.