**North Liberty Town Council Minutes – May 3, 2021**

The regular meeting of the North Liberty Town Council was held at the North Liberty Community Building. The Pledge of Allegiance was recited and Ben Webb gave the Invocation. President Randy Lemert called the meeting to order at 6:00 P.M.

Gerry Brown, Will Groves, Jr., Tom England Council Members, Town Attorney Marcel Lebbin, Utilities Manager Skip Davidson, Chief Deputy Town Marshal Sean Stuart, Deputy Clerk Jackie James, and Vicki Kitchen Clerk-Treasurer; were in attendance. There were four citizens in attendance. There was no representation from the press.

Will Groves, Jr. made a motion to approve the consent agenda including the April 19, 2021 Town Council Minutes and the vouchers as presented. Ben Webb seconded the motion. All voted to approve.

Jill Davis, 307 E. Harrison Street addressed the town council regarding the view, location, security, safety, traffic, reflective guard rail, and signage due to the construction and tree removal for Stellar Trail. Discussion followed. No revisions to the scope or construction can be done until the project is closed out next year.

Jill Davis also owns 410 W. Center Street. They are having sewer problems. Her sewer line has been serviced by Roto-Rooter eight times. They are on a private sewer line that runs under the garage at 412 W. Center St. It is a private sewer line that feeds the public right of way sewer. A sidebar meeting between Jill Davis, Skip Davidson, and Marcel Lebbin with sewer maps took place.

Richard Warner stated the American Legion wanted an electronic sign on their vacant lot. The North Liberty Town Code does not allow an accessory structure without a primary structure. Discussion followed. The town council concurred that they would support a variance for the electronic sign. A letter and a copy of the approved minutes will be sent to the Board of Zoning Appeals.

Chief Deputy Town Marshal Sean Stuart reported numbers for April were similar to March numbers. A smooth transition to SRO Deputy Marshal Eric Kelly at North Liberty Elementary School. North Liberty Police Department is partnering with South Bend and Mishawaka Police Departments if civil unrest occurs in any of the communities.

Skip Davidson provided the March and April utility reports. A copy is filed with the minutes. Skip Davidson is getting hourly rates for alley millings to implement an alley program. The antenna base for the water tower was installed. Hydro received one quote for the Henry Street repair. Vicki Kitchen stated a second quote would be required. The Town of North Liberty would only be able to pay 50% of the lowest quote for the street repair. The part time employee was briefly discussed.

Baker Tilly agreement for Continuing Disclosure Services for the 2021 bond issue was sent in the council packet and approved by the town attorney. Gerry Brown made a motion to approve the Baker Tilly agreement for Continuing Disclosure Services for the 2021 bond issue. Ben Webb seconded the motion. All voted to approve.

Keystone quote for Advanced Metering Infrastructure Software Integration for $3,000.00 was sent in the council packet and approved by the town attorney. Ben Webb made a motion to approve the Keystone agreement for the Advanced Metering Infrastructure Software Integration for $3,000.00. Will Groves, Jr. seconded the motion. All voted to approve.

The North Liberty Town Attorney realized while researching pool fences, the St. Joseph County Area Plan Commission rewrote the zoning ordinance the pool fence section was omitted. He drafted an ordinance for passage by the North Liberty Town Council. Ben Webb made a motion to approve POOL FENCE ORDINANCE #2021-06. Tom England seconded the motion. All voted to approve.

4th of July Fireworks was discussed. An aerial site plan was sent by RKM Fireworks for a 3”, 4”, and 5” fireworks show. The North Liberty Town Council approved a 3” fireworks show due to the solar panels.

Resolution #2021-10 Confirmation of Selling two Industrial Lots to Liberty Storage LLC was presented. Will Groves, Jr. made a motion to approve Resolution #2021-10 CONFIRMATION TO SELL TWO INDUSTRIAL PARK LOTS TO LIBERTY STORAGE, LLC. Ben Webb seconded the motion. All voted to approve except Tom England that abstained.

Will Groves, Jr. made a motion to approve the agreement for Purchase and Sale of Commercial Real Estate to Liberty Storage LLC. Gerry Brown seconded the motion. All voted to approve except Tom England that abstained.

The second appraisal for Shamrock Run has not been received.

St. Joseph Area Plan Commission held a public hearing regarding the re-zoning of 701 S. State Street and adjoining property on Tuesday, April 20, 2021. The Town of North Liberty has received a letter with the St. Joseph County Area Plan Commission giving it a favorable recommendation. Discussion followed. Ben Webb made a motion to approve ORDINANCE No. 2021-04 AN ORDINANCE AMENDING THE ZONING ORDINANCE FOR THE TOWN OF NORTH LIBERTY FOR PROPERTY LOCATED AT 701 SOUTH STATE STREET IN THE TOWN OF NORTH LIBERTY and ORDINANCE NO. 2021-05 AN ORDINANCE AMENDING THE ZONING ORDINANCE FOR THE TOWN OF NORTH LIBERTY FOR PROPERTY LOCATED AT 701 SOUTH STATE STREET IN THE TOWN OF NORTH LIBERTY, INDIANA. Tom England seconded the motion. All voted to approve.

School Traffic at Mill Street and Lafayette Street plan will be discussed after this school year. The property owners are parking RV trailers etc. along Mill Street. There is an ordinance regarding parking of RV trailers on the street. The North Liberty Town council informed the NLPD to tag them.

Problem properties were discussed: 105 S. Lafayette, 811 S. State Street, 900 S. State Street, 108 Harrison Street, 135 N. Main St. and 304 Pepper Ridge Drive. The town council is going to follow through and be more aggressive on the proceedings. Skip Davidson will get pictures of the problem properties.

The North Liberty Community Building was discussed. The town council wants the Community Building parking needs to be included in the Five-Year Plan.

Three proposals have been received for the Five-Year Comp Plan and Five-Year Park Plan. Troyer Group, Abonmarche and DLZ. Discussion followed. Gerry Brown made a motion to approve the Abonmarche Five-Year Plan and Five-Year Park Plan. The motion died to lack of a second. Gerry Brown made a motion to reject all bids to amend the scope to include North Liberty Community Building property, engineering, design, scope, drainage, future trail options and expansion due June 4, 2021. Tom England seconded the motion. All voted to approve.

Gerry Brown asked for a Proclamation for Arbor Day. 2021 Arbor Day has passed. A proclamation will be presented in 2022.

There will be a Memorial Day Ceremony at the War memorial at East Lawn. There will not be a parade.

With no further business before the North Liberty Town Council, Tom England made a motion to adjourn at 7:05 P.M. Will Groves, Jr. seconded the motion. The vote was unanimous.

Signed:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Attest:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Vicki L. Kitchen, Clerk-Treasurer