**North Liberty Town Council Minutes – December 7, 2016**

The regularly scheduled meeting of the North Liberty Town Council was held at the North Liberty Community Building. President Gerry Brown called the meeting to order at 7:00 P.M. He led the Pledge of Allegiance and Matthew Peterson gave the Invocation.

Will Groves, Jr., and Joe Combes, Council Members, Town Attorney Marcel Lebbin, Town Marshal Michael Sawdon, Skip Davidson Utilities Manager, and Vicki Kitchen Clerk-Treasurer were in attendance. Tom England was not in attendance. There was one citizen present. There was no representation from the press.

Will Groves, Jr. made a motion to approve the consent agenda including approval of November 16, 2016 Minutes and Executive Session, December 5, 2016 Minutes, Fund Transfer Resolution #2016-25, and claim vouchers. Matt Peterson seconded the motion. All voted to approve.

Town Marshal Michael Sawdon provided the November 2016 Police Report. A copy is filed with the minutes. He reported on the code enforcement results. Eight batteries for the handheld radios are needed. Jim Andrews is pricing batteries for the handhelds.

Skip Davidson updated the council on the completion of elevated water tower painting. Lt. Croymans thanked the Town for the antenna radio upgrade on the elevated tower.

Skip Davidson stated there is a problem with a school bus parked on Pine Street with snow plowing and the mud being left on the street. Gerry Brown will look into this matter.

Skip Davidson asked the council to approve additional grating for safety at the wastewater plant a quote was received for $4,106.00. Will Groves, Jr. made a motion to approve purchasing the grating at the wastewater plant not to exceed $4,200.00. Matt Peterson seconded the motion. All voted to approve.

Carol Becker is requesting a curb cut at 307 S. State Street, at the Town’s expense, due to the alley closure and the new Liberty Township Emergency facility. A lenghty discussion followed. The town council concurred that they were not in favor of the Town paying for a curb cut at 307 S. State Street.

A sewage credit was requested by the resident at 601 W. Center Apt 3B for a water broken fitting in his crawl space. The utility employee responding to the service call took pictures. Will Groves, Jr. made a motion to approve the sewer credit since the water did not run through the sewer and pictures were provided. Matt Peterson seconded the motion. All voted to approve.

Skip Davidson stated that the Town has two aerators at the wastewater plant. One aerator has performed with no issues other than standard maintenance. The other aerator has had several costly repairs. Discussion followed. Skip Davidson is going to follow up with S & N Air Flo regarding the purchase of a new aerator and an extended warranty. The Town of North Liberty is currently holding a check for the last service call.

The leaf box is out of the dump truck and is ready for snow plowing season. He stated that a salt spreader will be need for the next plowing season.

2017 wages were discussed. Tom England has inquired about being added to the Town’s health insurance plan in lieu of a salary. The 2017 wages were tabled until the year end meeting. The Town Council will review the employee evaluations at an executive session at 5:30 P.M. on December 29, 2016. The year end meeting will begin at 5:45 P.M. Employee evaluations will be done anually in November.

Vermillion System Security quote was discussed in detail. Will Groves, Jr. and Jim Andrews will meet with Vermillion Systems regarding the areas for the additional cameras. Will Groves, Jr. made a motiton to approve the camera purchase for Town Hall for $3,192.25 and to add a camera at NLPD for $967.25. Joe Combes seconded the motion. All voted to approve.

Town of North Liberty internal controls were discussed. A draft of the Internal Controls Policy was provided for their review. There are three town council members that need to watch the State Board of Accounts Internal Controls video.

DLZ submitted a work order for the former fire station for specifications, asbestos certification, and demolition for $13,900.00. Discussion followed. Will Groves, made a motion to accept the DLZ fire station proposal for $13,900.00. Matt Peterson seconded the motion. All voted to approve.

The options for the North Liberty Community Building were discussed.

The Town of North Liberty is withdrawling their offer to purchase the Medlin Industrial Park lots as the owner can not get clear title to the three lots.

Gerry Brown reported that the John Glenn School Corporation that they do not feel the intermodal in Kingsbury will bring families to Walkerton and North Liberty.

Vicki Kitchen provided projects update. The North Liberty Senior Housing Phase II will be meeting on December 13, 2016 at 11:00 P.M. Safe Routes to School Phase II, School Trail, right of way documents has been submitted to INDOT. The only remaining document that is needed by December 15, 2016, is a permit from the DNR to allow the bridge over Potato Creek. The public comment period deadline is December 10, 2016.

The Town has received a re-plat agreement for Shamrock Estates Lot 26-28 from Marbach-Palm to remove from the floodplain. Discussion followed. Instead of subdividing into two or three lots to remove the town council concurred to divide the lots into four or six lots. This will be frontage lots and creek lots. The frontage lots would be buildable and the rear lots could be sold to the homeowner for $1.00 returning all properties to the lots property tax rolls. Will Groves, Jr. made a motion to have the lots divided into four or six lots (frontage and creek) not to exceed $2,500.00 by Marbach-Palm. Joe Combes seconded the motion. All voted to approve.

The annual Nepotism forms were distributed for signature. All forms were returned to the clerk-treasurer to be filed.

Jim Andrews informed the town council that he has found radio batteries for $33.21 each with free shipping instead of the $100.00 quoted locally. He also reported that he has cut $4,000.00 in lights from the Cops Gear quote for the 2017 Police SUV to be delivered in January. He is reviewing the fleet of police cars for trade in and value.

With no further business before the North Liberty Town Council, Matt Peterson made a motion to adjourn at 8:105 P.M. Joe Combes seconded the motion. The vote was unanimous.

Vicki L. Kitchen, Clerk-Treasurer