

## **North Liberty Town Council Minutes – January 21, 2015**

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

Will Groves, Jr., Brett Voreis and Thomas England Council Members, Town Marshal Michael Sawdon and Vicki Kitchen Clerk-Treasurer were in attendance. Matthew Peterson Council Member, Utilities Manager Skip Davidson, and Attorney Peddycord were not in attendance. There were six citizens present and no representation from the press.

Gerry Brown opened the floor for election of officers for 2015. Will Groves, Jr. made a motion to nominate Gerry Brown President. Thomas England seconded the motion. There were no other nominates. All voted to approve. Gerry Brown made a motion to nominate Will Groves, Jr. for Vice President. Brett Voreis seconded the nomination. There were no other nominations. All voted to approve.

Will Groves, Jr. made a motion to approve the consent agenda including approval of the December 30, 2014 Minutes, Fund Transfer Resolution #2014-19, 2014 Encumbrances and vouchers. Brett Voreis seconded the motion. All voted to approve.

Eugene Runyan addressed the Town Council regarding the snow plowing on South Washington St. His concern was since there is no parking and his garage is on the east side of Washington Street and there are no houses or parking on the west side why the plow could not be angled to the east side of Washington Street. The Town Council told him they would contact the utilities manger and work on the snow plowing on South Washington Street.

Larry Magliozzi, Executive Director St. Joseph County Area Plan Commission stated the clerk-treasurer wanted him to address the Town Council regarding updating the Town's 1975 Zoning Ordinance based on the new comprehensive plan. Larry Magliozzi explained the process and provided an example of Osceola's new zoning ordinance. There is no cost to the Town. The Town Council concurred the zoning ordinance needs to be updated and told him to get started.

The Town of North Liberty will be requesting an APC recommendation on the Town owned fire station when it becomes vacant.

Gerry Brown opened the public hearing on the adoption of the North Liberty Comprehensive Plan. Christi Pappano, Grant Administrator was in attendance. Sara Rhodes explained the process of the final version of the new North Liberty Comprehensive Plan. The plan will replace the 1995 Comprehenisve Plan. Will Groves, Jr. made a motion to adopt Resolution # 2015-02 RESOLUTION TO THE TOWN COUNCIL OF TOWN OF NORTH LIBERTY, INDIANA APPROVING THE COMPREHENSIVE PLAN. Brett Voreis seconded

the motion. All voted to approve. Gerry Brown executed the semi-annual OCRA Comprehensive Plan report. Christi Pappano will file with OCRA.

Gerry Brown opened the public hearing on vacating North Henry Street. There were no citizen comments. Will Groves, Jr. made a motion to approve Ordinance #2015-01 ORDINANCE TO VACATE A PUBLIC HENRY STREET. Brett Voreis seconded the motion. All voted to approve. The public hearing was closed.

Town Marshal Michael Sawdon previously provided the December police report. A copy is filed with the minutes. Town Marshal Sawdon reported he is working with the manager at Liberty Tire to clean up the tire shreds along the streets and highways. He reported the new bullet proof vests are in for the full time officers and two of the part time deputy marshals that work regularly. Town Marshal Sawson informed the town council how the school resource officer was working at North Liberty Elementary School. The current Take Home Policy is not valid with taking police cars to part time work with working at the school. The old policy that allowed take home police cars to part time jobs with paying cash for miles driven on their days off. Police car is to be filled at the end of last shift of rotation and filled prior to first shift of rotation. Town Marshal Sawdon reported he is implementing new record keeping forms and it has been explained to the officers. Will Groves, Jr. made a motion to adopt the former take Home Car Policy allowing for police cars to be driven to part time jobs and filling up of police car gas policy seconded the motion. All voted to approve.

Code Enforcement of properties located within the Town was discussed. North Liberty Police Department will take pictures of the properties periodically for improvements or if there conditions worsen.

Town Council 2015 assignments were discussed. Will Groves, Jr. made a motion to adopt Resolution 2015-01 with Matt Peterson assigned to streets, sidewalks, and trees, Brett Voreis assigned to zoning, Thomas England assigned to Area Plan Commission, Will Groves, Jr. assigned to liasion to water department and police department and Gerry Brown assigned to liasion to wastewater department and clerk's office. Brett Voreis seconded the motion. All voted to approve.

Attorney Peddycord has reviewed and approve Umbaugh's accounting services contract for the State Revolving Fund (SRF) wastewater project. Will Groves, Jr. made a motion to execute the Umbaugh contract. Thomas England seconded the motion. All voted to approve.

DLZ submitted a timeline for the wastewater project. A copy is filed with the minutes. Gerry Brown executed the OCRA semi-annual report, Rule 5 SRF document and executed the capacity certification for the wastewater project. Will Groves, Jr. made a motion to authorize for the advertising for bids for of wastewater improvements and Tamarack Knolls lift station renovations. Thomas England seconded the motion. All voted to approve. The surveyor has sent the survey of the triangle to be donated to the town by Lefty Howell and family. DLZ is

taking the survey for copies for the Town. The legal description has been ordered for the donation to occur.

Heating, plowing, and shoveling problems at the North Liberty Senior Housing have been reported to the clerk's office. The clerk-treasurer will send a short survey to the residents for their input.

The 2015 Nepotism Compliance forms were distributed for completion to the elected officials. They will be filed in the clerk-treasurer's office.

The Conflict of Interest forms were distributed to Gerry Brown, Brett Voreis, and Thomas England for completion. Will Groves, Jr. made a motion to approve Brett Voreis conflict of interest form. Thomas England seconded the motion. All voted to approve. Will Groves, Jr. made a motion to approve Gerry Brown's conflict of interest form. Brett Voreis seconded the motion. All voted to approve. Will Groves, Jr. made a motion to approve Thomas England's conflict of interest form. Brett Voreis seconded the motion. All voted to approve.

The Town Council and Town Marshal Sawdon discussed no parking on South Street. The town council concurred no parking on the north side of South Street and parking would be permitted on the south side of South Street. Ordinance will be drafted for approval and signs ordered.

The Town Council discussed whether legal counsel would be necessary at the February meetings. The Town Council concurred no legal council would be required at the February meetings.

Vicki Kitchen explained at the February 4<sup>th</sup> meeting the SRF Wastewater Bond Ordinance requirements and attendance. Four members will be needed to pass the ordinance in one reading.

Brett Voreis explained his recommendations for plowing downtown and alley maintenance.

With no further business before the North Liberty Town Council, Will Groves, Jr. made a motion to adjourn at 8:48. Thomas England seconded the motion. The vote was unanimous.

Vicki L. Kitchen, Clerk-Treasurer