**North Liberty Town Council Minutes – September 6, 2017**

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

 Will Groves, Jr. Tom England, and Joe Combes Council Members, Town Attorney Marcel Lebbin, Town Marshal James Andrews, Utilities Manager Skip Davidson and Vicki Kitchen Clerk-Treasurer were in attendance. There were eleven citizens present and no representation from the press.

 Matt Peterson made a motion to approve the consent agenda including approval of August 16, 2017 Minutes, Resolution #2017-15 Authorize Vicki Kitchen to Sign Closing Paperwork for 951 Industrial Parkway and Resolution #2017-16 Authorize Vicki Kitchen to Sign Paperwork for the Closing of 122 S. State Street, and the vouchers. Joe Combes seconded the motion. All voted to approve except Gerry Brown abstained from the August 16, 2017 Minutes as he was not in attendance.

Six residents from Tamarack Knolls expressed their concerns regarding the RV parked in the street at 201 Taylors Way with a registered offender living in the RV. The Town is reviewing its zoning ordinance and RV parking is part of the updated ordinance. Discussion followed. The Town has and will continue additional police patrols in the subdivision.

Gerry Brown requested the Town update the e-mail address so they have .gov addresses. The Town had looked into this before and it was quite costly. Vicki Kitchen will contact KineticsIT.

 Bob Feitz spoke on behalf of Walter Feitz requesting additional time for the clean up of the property. They have been working diligently on the property. The Feitz family asked about using permanent storage containers to store equipment and personal property in the storage units. Currently it is against the Town’s Zoning Ordinance. It was pointed out other properties in Town currently use storage units. The Zoning Ordinance is being updated. The Feitz family is putting up a fence along the north property line.

 Town Marshal Jim Andrews met with Walkerton Town Court Judge Dan Chamberlin regarding running ordinance violations through the Walkerton Court. The admin fees are $135.50 plus 25% of the violation fee. Judge Chamberlin thought there was a maximum that could be run through the court. Additional discussion will follow.

 Marbach Palm has recommended Shamrock Estates Expansion of street and utilities be awarded to Walsh and Kelly for $259,895.00. Will Groves made a motion to award the Shamrock Estates Expansion to Walsh and Kelly for $259,895.00. Matt Peterson seconded the motion. All voted to approve.

Ordinance #2017-06 Private Street Maintenance is on hold. John Glenn School Corporation tabled this item at the meeting on June 6, 2017.

 Abonmarche surveyed Washington Street expansion. The survey was discussed. Jrayl’s north south fence is on the Town’s property. Attorney Marcel Lebbin will send a letter Jrayl regarding the fence. The Washington Street Expansion will allow the water trucks to fill behind the water plant and head one way north. A fill station would have to be purchased so the trucks can fill outside the water plant. Skip Davidson will get an itemized quote from Walsh and Kelly for tree removal, excavation, and asphalt. Skip Davidson has been using asphalt millings and other fill to build up behind the water plant for the proposed water fill station.

 Skip Davidson and Vicki Kitchen met with Dave Talbooms and the replacement trees will be planted in September/October.

 The visibility of the trees at 210 N. Main Street was discussed.

 RV Parking Ordinance #2017-08 was tabled.

 Town projects were discussed. The School Trail signage was discussed. Two No Motor Vehicles signs will be needed instead of one.

 Tamarack Trail was discussed. Offer was made to SAPA. The company had 30 days to respond. The 30 days have passed. DLZ wants to know from the Town whether to proceed or move forward with the condemnation. The Town Council stated they want to treat everyone the same and to move forward.

 Consultant Procurement and Grant Administration Procurement RFQ’s have been advertised and sent certified mail for the OCRA Downtown Construction. The presentations need to be rated by September 25, 2017. Gerry Brown, Skip Davidson, and Vicki Kitchen will be reviewing the proposals and qualifications.

 Downtown Facades preliminary approval list of buildings was presented for Town Council approval. A detailed memo provided by DLZ regarding the process is included with the minutes. Will Groves, Jr. made a motion to accept the list as presented. Joe Combes seconded the motion. All voted to approve except Tom England and Gerry Brown abstained.

 Spray pad update. The project will be bidding in October. Will Groves, Jr. wants the fence to be removed to get that step out of the way and show progress. A certificate of insurance would be required before fence is removed.

 North Liberty Senior Housing Phase II has now moved into the framing stage on the first unit. Concrete work is still moving forward.

 Problem properties 107 W. Market Street, Bowling Alley, and 110 E. Rupel all need outisde area cleaned up. Town Marshal Jim Andrews will take pictures at 110 E. Rupel and the bowling alley.

 Liberty Tire is doing a fair job of tire cleanup. The Town Council wants them to come farther towards Town for tire shreds cleanup.

 50/50 Sidewalk Program was discussed. Quotes were solicited from Walsh and Kelly, Ryan Taylor Excavating, and Allsop Excavating. Vicki Kitchen prepared a spreadsheet for the 2017 30/30 Sidewalk Program. 208 N Main St submitted a quote for their property. The Town Council requested another quote for 208 N. Main Street. Skip Davidson will get a quote from Walsh and Kelly when they are in Town quoting Washington Street. The south alley should be included. ADA specifications will apply to the sidewalk projects.

 Joe Combes made a motion to award the South State Street to Maple Street sidewalk at the Liberty Township Emergency Facility for $4,815.00. This will satisfy the outstanding action item to the Indiana Brownsfield for railroad parcel a.

 Vicki Kitchen is requesting a shorter time for utility turn around time effective January 2018. The time frame was provided and approved by the town council and the town attorney. The September utility bills had a note referring to payment changing. An insert will be included in the October utility billing. Will Groves, Jr. asked about debiting customers accounts for utility bills. Vicki Kitchen responded she would look into it once the Keystone conversion is complete.

 Will Groves, Jr. wants to receive pricing on fill station and Washington Street extension.

 Gerry Brown reported he had been approached by the North Liberty Area Chamber of Commerce and downtown businesses regarding the two hour parking downton. One downtown business has an employee parked there all day. He suggested two hour parking signs similar to Goshen’s downtown parking signs “Two Hour Visiting Parking”. Town Marshal Jim Andrews will talk with the business owner.

 Zoning Ordinance informal Open House 9/14/2017 from 5:30 – 7:00 in the Stellar Room.

 Quarterly Stellar meeting September 26, 2017 in at 11 in the Stellar Room.

With no further business before the North Liberty Town Council, Matt Peterson made a motion to adjourn at 8:55 P.M. Tom England seconded the motion. The vote was unanimous.

 Vicki L. Kitchen, Clerk-Treasurer