**North Liberty Town Council Minutes – July 6, 2016**

 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 Matthew Peterson gave the Invocation.

Will Groves, Jr., Joe Combes, and Thomas England Council Members, Town Marshal Michael Sawdon, Town Attorney Marcel Lebbin, Skip Davidson, Utilities Manager, Craig Hudson DLZ, Donna and Kent Anderson and Vicki Kitchen Clerk-Treasurer were in attendance. There were seven citizens present and no representation from the press.

Will Groves made a motion to approve the consent agenda including June 15, 2016 Minutes, Fund Transfer Resolution #2016-12, and claim vouchers. Joe Combes seconded the motion. All voted to approve.

Gerry Brown opened the public hearing for the Stellar Planning Grant. Grant Administrator Donna Anderson, Kenna Consulting, explained that this was the first of public hearings for the Stellar Planning Grant submittal. She said the planning grant submittal would require 5-7 letters of support. Craig Hudson explained the revitalization study that was in the planning grant and provided a timeline. The floor was opened for public comment. Several elected officials and citizens spoke in favor of the Stellar Planning Grant. Donna Anderson submitted a packet of documents to be submitted with the planning grant. Even though there is not a local match for the grant, the Town was required to pass a resolution. Will Groves, Jr. made a motion to approve Resolution #2016-13 AUTHORIZING SUBMISSION AND LOCAL MATCH COMMITMENT. Joe Combes seconded the motion. All voted to approve. The public hearing was closed.

Donna Anderson also reported the OCRA Wastewater time extension request has been submitted but not yet approved by OCRA.

Larry Lemert at 108 N. Lafayette inquired about dead limbs in trees between the house and the sidewalk. Joe Combes will go down and check out the trees along North Lafayette Street.

Mary Klinedinst and Larry Lemert inquired about the status of the Liberty Township Emergency Facility. Town Attorney Marcel Lebbin reported he checked with St. Joseph County Building Department Commissioner Charles Bulot and there are several building violations and zoning issues. Also until the building is up to date and internal document issues between the Town and Township are resolved, there is no occupancy permit. Everything is in the attorneys’ hands.

Mary Klinedinst asked about the Christmas tree donation plaque for Joe Long. Vicki Kitchen will follow up with Reese Trophy.

Peter Seal reported that he purchased the Morris Precision south building (602/604) for a 24/7 fitness center. Possibilities also include a part-time physical therapist and a massage therapist.

Jeff and Tracy O’Connor announced that they purchased the north building (600) for O’Connor Delivery. They thanked Town Attorney Marcel Lebbin and the Town Council for working with them to find a permanent location for O’Connor Delivery in the Town.

Gerry Brown opened the public hearing on the Alley Vacation for 305-307 S. State Street. A brief discussion followed. Will Groves, Jr. made a Motion to approve Ordinance #2016-03 Alley Vacation for 305-307 S. State Street. Matt Peterson seconded the motion. All voted to approve except for Gerry Brown who abstained.

Town Marshal Michael Sawdon provided the June police report. A copy is filed with the minutes. Town Marshal Sawdon ordered red tags for vehicles. He requested to purchase an inventory asset program for $399.00. This was tabled until the next regular meeting. Town Marshal Sawdon has talked with Tim Davis about becoming the Chaplain for the NLPD for situations such as the tragic accident for Dustin Annis. Sara Williams thought that was a great idea so he would also be available for all emergency personnel. The Town Council concurred.

Skip Davidson gave an update on the wastewater improvement project. All mechanicals at the wastewater plant are in operation. Skip Davidson asked to increase the previous quote from Schuell Fence from $11,200.00 for 684 feet of fencing to $16,150.00 for 940 feet of fencing due to the triangle property the Town received from the Howell Estate. Tom England made a motion to accept the Schuell Fence quote for $16,150.00. Joe Combes seconded the motion. All voted to approve.

Skip Davidson addressed the storm water complaints from a week ago, with two inches of rain in an hour storm drains do get backed up. There was discussion regarding grass clippings being mowed into the street. Vicki Kitchen will send a letter out to IACT’s and ILMCT’s list all serves.

Skip Davidson recommended the north/south alley on the west side of the Community Building was discussed. Will Groves, Jr. requested the scab trees be removed before we give to the property owners. Town Attorney Marcel Lebbin to prepare the documents.

M. E. Simpson detected 3 or 4 leaks at curb stops and hydrants. They have been fixed to help with the water loss percentage.

Matt Peterson made a motion to accept the amended personnel policy and the evaluation form. Joe Combes seconded the motion. All voted to approve.

In the development of the personnel policy a PTO bank was discussed. The Town Council requested a quote on long term disability. The cost would be $243.09 for the nine full time employees and the short term disability premium would decrease from $202.40 to $184.25 monthly. Discussion followed. Matt Peterson made a motion to approve the long term disability for the full time employees. Tom England seconded the motion. All voted to approve.

There was discussion regarding the Town of North Liberty purchasing the Medlin Industrial Park lots for $62,500.00. Will Groves, Jr. made a motion to purchase the three Industrial Park lots for $62,500.00 if the appraisals are within the statute requirements. Matt Peterson seconded the motion. All voted to approve.

409 S. State Street Demolition is on hold until NIPSCO caps off the gas lines underground. NIPSCO engineering is to notify the Town when the work is complete.

The Town needs to research options on the current Town owned fire station. DLZ presented an architectural proposal for $3,500.00 to determine the status of the building. Joe Combes made a motion to approve DLZ to do the architectural work at the Town owned fire station building. Matt Peterson seconded the motion. All voted to approve.

With no further business before the North Liberty Town Council, Matt Peterson made a motion to adjourn at 8:22 p.m. Will Groves, Jr. seconded the motion. The vote was unanimous.

 Vicki L. Kitchen, Clerk-Treasurer