**North Liberty Town Council Minutes – September 20, 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.

Will Groves, Jr. (departed 6:50 PM), Gerry Brown, and Tom England Council Members, Town Attorney Marcel Lebbin, Town Marshal Matt Wilber, Utilities Manager Skip Davidson, and Vicki Kitchen Clerk-Treasurer were in attendance. Teresa Mago and Sara Williams of the Zac Mago Foundation and two representatives from Abonmarche were in attendance. There was no representation from the press.

Gerry Brown made a motion to approve the consent agenda including the September 7, 2021 Town Council Minutes Resolution #2021-13 Establish New Fund for Potato Creek & Lions Strawberry Festival, Resolution #2021-14 Establish New Fund for Community Events to Accept Donations, Ordinance #2021-08 Amend Clerk-Treasurer’s Office Salary Ordinance for COVID Incentive of $500, Ordinance #2021-09 Amend Street & Utility Employees Salary Ordinance for COVID Incentive $500, Ordinance #2021-10 Amend NLPD Salary Ordinance for COVID Incentive $500, Park Board Minutes August 9, 2021, and the vouchers as presented. Will Groves, Jr. seconded the motion. All voted to approve.

Teresa Mago and Sara Williams want to donate AEDs to North Liberty Police Department and assist in maintenance. Discussion followed. Town Attorney Marcel Lebbin talked to the Town’s insurance company’s attorney, and this is not an option at this time due to the current lawsuit. The Zac Mago Foundation can put AEDs around Town on private property but not on Town property.

Town Marshal Matt Wilber reported on some of the proposed changes in St. Joseph County programs. He is attending a meeting later this week.

Skip Davidson reported the new water meter installation project has currently 390 new meters installed.

Skip Davidson stated the Town of North Liberty belongs to Alliance of Rural Water and the grants we will be working on for utility certification for a new employee. The ServeLine Insurance Program for leaks was emailed prior to the meeting.

Skip Davidson distributed his August Report to the town council. A copy is filed with the minutes.

Skip is still trying to get a contract template from the DNR. The Town has interviewed for employees to help with the additional work for doing the wastewater work at Potato Creek State Park.

The water leak at 105 S. State Street was discussed in regard to the liability for the leak repair along with another property. Tom England made a motion for the water leak repair to be done by the homeowner with the reimbursing property owner or paying the bill. Will Groves, Jr. seconded the motion. All voted to approve.

The North Liberty Stellar Trail railroad grand opening was a success. Randy Lemert thanked Skip Davidson for the work the Town employees did on the cleanup of railroad property and the remainder of the trails.

Vicki Kitchen met with Rodney Jackson, Controller for Hydro North Liberty regarding the outlot at the North Liberty Community Building. The information provided by Abonmarche was given to him so he could send it to Hydro Legal Department. A side discussion was about the leased parking lot on the water plant parcel. Mike Huber said the North Liberty Community Building parking lot is on the BZA docket. He also reported that the soil borings were needed instead of topographic for the drainage for the new parking lot. St. Joseph County Area Plan Commission says ten additional trees are needed for the preliminary plan. Also discussed were moving the fitness stations, removing sidewalks, remove outlet pedestals, lighting, and ADA motionless doors. A copy of the preliminary plan is filed with the Abonmarche submitted a work order for the soil borings for $3,795.00. Gerry Brown made a motion to approve the Abonmarche change order for $3,795.00. Tom England seconded the motion. All voted to approve.

Abonmarche gave an update on the utilities for Potato Creek State Park. A copy of what they provided to the Town is filed with the minutes.

DLZ submitted a workorder revising trail engineering provisions for St. Joseph County for Next levels Trails Application, after a meeting between Town Attorney Marcel Lebbin, Vicki Kitchen, and MACOG. Tom England made a motion to approve the DLZ Workorder for $2,500.00. Ben Webb seconded the motion. All voted to approve.

The 2022 Budget is under review by Baker Tilly for the Town to receive its maximum levy based on property tax credits.

Abonmarche reported the NLPD Structural Assessment Report is being completed.

Liberty Tire debris along the highway was again discussed. The tire debris gets cleaned up for a month

or two then it becomes a problem again. Town Marshal Matt Wilber stated there has been a lot of management changeover at Liberty Tire. He will follow up again.

Mike Huber gave an update on the Comprehensive Plan Steering Powerpoint. He left a copy for the North Liberty Town Council. A copy is filed with the minutes. The website [www.plannorthliberty.com](http://www.plannorthliberty.com) is up and running for informational purposes and community surveys to be completed.

Problem properties were not discussed.

The 2022 Budget Public Hearing will be October 4, 2021 at 6:00 PM.

With no further business before the North Liberty Town Council, Tom England made a motion to adjourn at 7:30. Ben Webb seconded the motion. The vote was unanimous.

Signed:

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Attest:

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Vicki L. Kitchen, Clerk-Treasurer