**North Liberty Town Council Minutes – December 13, 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.

Town Council Members Tom England, Will Groves, Jr., and Gerry Brown, Utilities Manager Skip Davidson, Town Attorney Marcel Lebbin, Town Marshal Matt Wilber, and Vicki Kitchen Clerk-Treasurer were in attendance. Mike Huber from Abonmarche was in attendance. There was one citizen in attendance. There was no representation from the press.

The consent agenda was presented for approval. Will Groves, Jr. made a motion to approve the consent agenda which included the Town Council Minutes for November 15, 2021, Park Board Minutes October 11, 2021, Fund Transfer Resolution #2021-18, Resolution #2021-20 Temporary Loan to 612 Stormwater, Resolution #2021-21 Temporary Loan to 603, Resolution #2021-22 Temporary Loan to 444 CEDIT, Resolution #2021-23 Permanent Transfer to #267 Donation for the 4th of July, and the vouchers as presented. Ben Webb seconded the motion. All voted to approve.

There was no public comment.

The Community Building Bids were opened and read aloud by Will Groves, Jr.

* Rieth Riley $494,931.07 alternate bid $26,500.42
* HRP Construction $632,946.00 $27,000.00
* Milestone Contractors North, Inc. $614,676.62 $28,600.00
* Indiana Earth $586,659.88 $ 6,500.00
* Haskins Underground $573,430.00 $26,500.00

Will Groves, Jr. made a motion to take the bids under advisement. Tom England seconded the motion. Mike Huber from Abonmarche took the bids for consultant review. Bid tabs and letter of recommendation will be available for the next meeting.

Town Marshal Matt Wilber reported he has been working with St. Joseph County Police for an agreement regarding homicide investigations and officer involved shootings. The Town is waiting for the agreement to come from the county.

Tom England, North Liberty Town Council Liaison, commended Town Marshal Matt Wilber on his 2021 budget. He has room in the wage appropriation to offer bonuses for the three full time officers. Tom England recommended a $4,000.00 bonus for the full-time officers. Gerry Brown made a motion to approve Salary Ordinance amendment #2021-19 for $4,000.00 per full-time officer. Ben Webb seconded the motion. All voted to approve.

Skip Davidson reported the DNR has a temporary solution for the previously discussed wastewater services with the Town.

The resident at 208 N. Main Street reported the continuation of the documented water leak between meter readings. Skip has a video regarding the outside faucet leaking. The documentation was sent to the town council in the council meeting packet. Ben Webb made a motion to approve the sewer credit based on the last three months consumption prior to the leak. Tom England seconded the motion. All voted to approve.

Skip Davidson reported the Town has installed all the water meters, except the vacant or problem, or abandoned properties.

Skip Davidson reported on the dump truck issues and the options. The immediate concern is a salt and sand spreader for a pickup truck. He has received a quote on the only one he could finD in stock from W A Jones for $6633.00.

Skip Davidson and Vicki Kitchen explained the Alliance of Rural Water Grant to have a utility apprentice work through certification. The grant will reimburse for 100% of the wages, taxes, laptop, classes, and books for two years. There were 11 grants given around the state. The Town will be responsible for insurance and PERF. Braxton Jones will become full time on December 25, 2021. His schedule will be flexible until the end of the school year when he gives up his bus route.

Skip Davidson gave an update on lead and galvanized piping reporting in Town. In 2023 the Town will have to follow the federal guidelines and replace water lines into residence. He explained basically anything built prior to 1975 could contain lead or galvanized pipes or fittings. Updates to follow.

The Shamrock Run Bids and DLZ recommendations were discussed. Cost savings measures such as only base coat, holding off on the topcoat until after housing construction, speed bumps, and other items were mentioned. Randy Lemert and Vicki Kitchen will be discussing with Baker Tilly in early January.

The Nepotism forms were distributed to the elected officials for signature.

The 2022 Salary Ordinances were drafted after the preliminary discussion of 2022 wages at the November 15, 2021, town council meeting. A brief discussion followed. Tom England made a motion to approve a 5% increase for all employees in 2022 for Salary Ordinances No. 2021-14 North Liberty Town Council, Ordinance No. 2021-15 North Liberty Police Department, Ordinance No. 2021-16 North Liberty Park Board, Ordinance No. 2021-17 North Liberty Utilities, and Ordinance No. 2021-18 North Liberty Clerk’s Office. Will Groves, Jr. seconded the motion. All voted to approve.

There is no update on the trail or utilities for Potato Creek State Park. Mike Huber will have Jeff Schaffer send a written report to the Town of North Liberty.

Town Attorney Marcel Lebbin provided a resolution to the Town for the BZA Variance Approval for the North Liberty Community Building. Ben Webb made a motion to approve Resolution #2021-19 A RESOLUTION OF THE COUNCIL OF THE TOWN OF NORTH LIBERTY, INDIANA, APPROVING A SPECIAL EXCEPTION FOR AN ACTIVE PARK AND CIVIC FACILITY IN R1: SINGLE FAMILY RESIDENTIAL DISTRICT IN THE R1: SINGLE FAMILY DISTRICT (NORTH LIBERTY) FOR PROPERTY LOCATED AT UNADDRESSED PARCELS OF TWO (2) ACRES (APPROXIMATELY) TO THE NORTH AND ABUTTING 300 SOUTH MAIN STREET, TOWN OF NORTH LIBERTY.

The Hydro lot lease was discussed. The Town will not respond at this time. The information is filed with the minutes.

Michael Huber, Abonmarche, gave an update on the next steps based on the Community Workshops and steering committee meeting.

Problem properties were not discussed.

The year end meeting will be December 30, 2021, at 5:00 P.M.

With no further business before the North Liberty Town Council, Tom England made a motion to adjourn at 6:43 P.M. Gerry Brown seconded the motion. The vote was unanimous.

Signed:

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Attest:

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Vicki L. Kitchen, Clerk-Treasurer