**North Liberty Town Council Minutes – November 4, 2019**

The regular meeting of the North Liberty Town Council was held at the North Liberty Community Building. Gerry Brown, President led the Pledge of Allegiance and Matt Peterson gave the Invocation. The meeting was called to order at 7:00 P.M.

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

Will Groves, Jr. made a motion to approve the consent agenda including the October 21, 2019 Minutes, Fund Transfer Resolution #2019-13, and the vouchers as presented. Randy Lemert seconded the motion. All voted to approve.

Mary Klinedinst and the Holiday Stroll Committee gave an update on the December 7, 2019 event from 3-7 P.M. Discussion included holiday wreath, decorating the Town Park, INDOT road closure permit, nativity parade, and Shamrock Alley for a possible event. The nativity parade must be further researched with the Town’s insurance agent and company. Vicki Kitchen will contact them tomorrow.

Bonnie Luczyk thanked Town Marshal Jim Andrews for doing a safety class at the North Liberty Area Chamber of Commerce Lunch and Learn at the library. The annual dinner will be January 11, 2020. St. Joseph County Economic Director Bill Schalliol will be the guest speaker.

Ross Hagen, Baker Tilly discussed the flat water rate for the Town Park Spray Pad. The town council concurred to further research before the flat rate is established.

Ross Hagen briefly gave a brief overview of the 17% rate increase that will be implemented in three phases. The public hearing was opened. There were no public comments. The public hearing was closed. Randy Lemert made a motion to approve Ordinance #2019-12 AN ORDINANCE ESTABLISHING RATES AND CHARGES FOR THE USE OF AND SERVICES RENDERED BY THE SEWER UTILITY OF THE TOWN OF NORTH LIBERTY. Matt Peterson seconded the motion. All voted to approve.

The lease bonds were also discussed. The Town will need to determine a property or properties for collateral. The utility plants both have debt and the Town Park has DNR covenants.

Town Marshal Jim Andrews presented his written monthly report. A copy is filed with the minutes. The NLPD Duty Manual was approved by a motion from Tom England. Matt Peterson seconded the motion. All voted to approve.

Town Marshal Andrews stated to the council that the police department had received two donations. The money will be used to purchase new laptops for the police department.

Town Marshal Andrews stated he had a discussion with the trustee regarding Liberty Township Volunteer Fire Department and Ambulance.

Skip Davidson gave an update on the fill station and water loss. Skip Davidson will follow up with his contact for the Itron Meter reading contract.

Skip Davidson stated the INDOT project next year on State Road 4 has 11 inlets and rings that should be upgraded at the Town’s expense of $23,496.00. (11 inlets @ $1,361 and 11 rings @ $775 each).

Skip Davidson reported that an individual on South State Street has been inadvertanly been turning on his well water and the municipal water. The utility department has turned off the water and the billing will be converted to the sewer only.

The leaf truck is down but should be back in service by the end of the week.

The P-Cards have been received and activated. The training has been given except for the police department.

North Liberty will have a vacancy on St. Joseph County Area Plan Commission. The town council suggested Stan Szymkowiak. Skip Davidson has not discussed with his employees yet. He will have an answer at the November work session.

Problem properties were not discussed.

Tamarack Trail annexation is in process.

Walsh and Kelly completing the Stellar Downtown Improvements project nearly ninety days late was discussed. Town Attorney Marcel Lebbin will review and proceed the liquidated damages. NIPSCO has not run the electric to the new services and street lights yet. Skip Davidson has been in contact with Larry Fritz of NIPSCO. NIPSCO may be placing a new utility pole in the new paved parking lot.

Vicki Kitchen has forwarded the saying from Dawn Combes to the town council for the stone in memory of Joe Combes. Quotes will now be obtained.

Shamrock Alley as a revenue source for rentals was discussed.

The town council requested a Stellar Trail school right of way timeline.

With no further business before the North Liberty Town Council, Randy Lemert made a motion to adjourn at 8:07 P.M. Tom England seconded the motion. The vote was unanimous.

Signed:

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Attest:

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Vicki L. Kitchen, Clerk-Treasurer