**North Liberty Town Council Minutes – August 16, 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 Will Groves, Jr. gave the Invocation. President Randy Lemert called the meeting to order at 6:00 P.M.

Ben Webb, 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. Mike Huber from Abonmarche was in attendance. There were two citizens in attendance. There was no representation from the press.

Gerry Brown made a motion to approve the consent agenda including the August 2, 2021 Town Council Minutes, Fund Transfer Resolution #2021-12, Park Board Minutes July 12, 2021, and the vouchers as presented. Will Groves, Jr. seconded the motion. All voted to approve.

There was no comment or petitions from citizens.

Town Marshal Matt Wilber gave an update on the plumbing in the police station. The Abonmarche Structural Assessment of the NLPD was $1,800 and DLZ Structural Assessment was $4,200. The proposals were sent to the town council in their meeting packets. A copy is filed with the minutes. Tome England made a motion to approve the Abonmarche NLPD Structural Proposal of $1,800. Gerry Brown seconded the motion. All voted to approve.

Skip Davidson reported the new water meter installation project is scheduled to begin after the August 18, 2021 meter reading.

The Tamarack Knolls construction bond was discussed. John Boettcher’s office contacted the Town about reducing the bond to complete the infrastructure in the subdivision. Town Attorney Marcel Lebbin stated two proposals for the asphalt and curbs, taking the higher plus ten percent would be his recommendation on every renewal of the bond. Discussion followed. Will Groves, Jr. made a motion to make the higher of the two proposals plus ten percent for the completion of the infrastructure for the bond renewal. Tom England seconded the motion. All voted to approve.

The Town has advertised for a certified utility operator and a part time maintenance person.

Carol Becker dropped off a copy of an invoice from July 8, 2019 to the clerk’s office seeking reimbursement for the curb cut. Discussion followed including previous town council minutes and recalling the fire station alley closing, and the dwelling located on the alley. The reimbursement was never approved. So no motion was needed.

Halloween Trick or Treat hours were discussed. Ben Webb made a motion to set the Trick or Treat hours be October 31, 2021 from 4:00 – 6:00 P.M. Gerry Brown seconded the motion. All voted to approve.

The North Liberty Area Chamber of Commerce intends to donate the stage to the Town of North Liberty. Discussion followed. No paperwork has been provided to date.

The North Liberty Stellar Trail Opening celebration will be September 18, 2021.

The 2022 budget preparation has begun. Clerk-Treasurer Vicki Kitchen stated the 911 Center votes by the City of Mishawaka and St. Joseph County could have an impact on the 2022 budget if approved.

Mike Huber, Abonmarche, stated they are working on a revised parking lot concept.

Town Attorney Marcel Lebbin explained about the change in the law regarding electronic meetings. An ordinance is required if the Town wants to conduct electronic meetings in the future. The town council is not interested in drafting an Electronic Meetings Ordinance at this time. The internet speed and reliability were discussed for part of the reason this is not an option at this time.

Social Media Archiving was discussed. The North Liberty Town Council was not interested in paying for this service at this time.

The Town of North Liberty will have a physical inventory on October 11, 2021.

Comprehensive Plan by Mike Huber stated they are working on scheduling stakeholder interviews. The website [www.plannorthliberty.com](http://www.plannorthliberty.com) will be up and running in a few days.

Problem properties were not discussed.

The next meeting will be Tuesday, September 7, 2021 at 6:00 P.M.

With no further business before the North Liberty Town Council, Tom England made a motion to adjourn at 6:50. Will Groves, Jr. The vote was unanimous.

Signed:

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Attest:

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Vicki L. Kitchen, Clerk-Treasurer