**North Liberty Town Council Minutes – November 1, 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. (departed 6:25 P.M.) and Gerry Brown, Utilities Manager Skip Davidson, Town Attorney Marcel Lebbin, Town Marshal Matt Wilber, and Vicki Kitchen Clerk-Treasurer were in attendance. Jeffrey Schaffer from Abonmarche and Brian Smith from DLZ were in attendance. There was one citizen in attendance. There was no representation from the press.

The consent agenda was presented for approval. Gerry Brown stated the October 18, 2021, Minutes needed a correction for problem properties to be Jefferson and Market not Mill Street. Will Groves, Jr. made a motion to approve the consent agenda with the Amended Town Council Minutes for October 18, 2021, Fund Transfer Resolution #2021-16, Permanent Fund Transfer Resolution #2021-16, and the vouchers as presented. Ben Webb seconded the motion. All voted to approve.

There was no public comment.

North Liberty Police Department hosted a meet and greet for the Town Council and police employees to meet between the police training and Trick or Treat. Skip will plan a similar event.

Town Marshal Matt Wilber reported that NLPD will hold additional training on November 10, 2021, from 6-10 P.M. Town Marshal Wilber presented his written October Police Report. A copy is filed with the minutes.

The DNR contract for current wastewater services was discussed. Skip Davidson is not comfortable signing the DNR report with violations and submitting it to IDEM, without the responsibility of taking the samples. An email was sent to the DNR stating the Town of North Liberty is still interested in negotiating with the DNR. Town Attorney Marcel Lebbin and Skip Davidson will contact DNR for a follow up conference call.

A resident called and stated she would like Two Way Stop Signs or Cross Traffic Does Not Stop signs at

Maple and Elm Street. Discussion followed. The town council approved the signs.

The leak at 105 S. State Street (that is leaking on S. Jefferson St.) will be fixed by Ryan Taylor on November 5, 2021.

Skip Davidson reported Advanced Utility Service has left Town and the remainder of the meters will be installed by the Town. The meter pits for The Meadows have been ordered.

Randy Lemert inquired about the No Parking signs for Mill Street. Skip Davidson replied the locates have been sent in.

Town Attorney Marcel Lebbin revised the water rate ordinance to set out the property interest required for service. Will Groves, Jr. made a motion to approve ORDINANCE NO. 2-21-13 AN ORDINANCE TO AMEND TITLE 30 (UTILITIES), ARTICLE 2 (WATER SYSTEM), SECTION30-40 (RATES AND CHARGES), OF THE NORTH LIBERTY TOWN CODE BY AMENDING SAID SECTION TO SET OUT THE PROPERTY INTEREST REQUIRED FOR SERVICE. Ben Webb seconded the motion. All voted to approve.

DLZ workorder for services for electrical and streetlights be added to the Shamrock Run bids and work related to the potential of selling excess railroad property in the future was included in the town council packets. Gerry Brown made a motion to approve the DLZ workorder not to exceed $4,400.00. Ben Webb seconded the motion. All voted to approve.

The 2022 Humane Society of St. Joseph County contract was presented for approval. The contract is the same except for an additional holiday added. Will Groves, Jr. made a motion to approve. Gerry Brown seconded the motion. All voted to approve.

Vicki Kitchen met with MACOG and they are interested in doing a PEL (Planning Environmental Linkage) assessment regarding the options for a trail to Potato Creek State Park. INDOT confirmed to MACOG that a 28 ft offset minimum right of way would be required for State Road 4. Abonmarche said they would be doing a survey along State Road 4 with their contract with Department of Natural Resources.

The North Liberty Community Building parking lot variances were approved at the BZA on October 13, 2021. The Town is waiting on paperwork from St. Joseph County Area Plan Commission.

The Community Workshops for public input for the Comprehensive Plan and the Five-Year Park Plan, will be held on Tuesday, November 9, 2021, at the North Liberty Community Building from 6-8 P.M. A virtual Community Workshop will be November 11, 2021, from 6-8 P.M.

The Town will be opening bids for Shamrock Run on November 15, 2021, and North Liberty Community Building Parking Lot on December 6, 2021.

Problem properties were not discussed.

Tree removal quotes were not discussed.

Hydro street parcel at the North Liberty Community Building and their parking lot (owned by the Town) was discussed. Hydro would like to exchange the lots with price comparison. Hydro’s local controller and the clerk-treasurer have been talking about surveys, appraisals, and legal descriptions. Discussion followed. The Town is not interested in selling/swapping the Hydro parking lot to them, at this time until the Comprehensive Plan is complete. Hydro proposed splitting 50% of the surveys. There certified professional service is DLZ. The Town would be interested in purchasing their street parcel at the North Liberty Community Building.

Community Building office rental was discussed. The clerk-treasurer received at 4:03 today an offer to rent the larger office space for $100.00 per month for a minimum of six months. The town council and the clerk-treasurer concurred going into winter this would not cover utility costs.

With no further business before the North Liberty Town Council, Tom England made a motion to adjourn at 6:56 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