**North Liberty Town Council Minutes – January 17, 2018**

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

Will Groves, Jr., Tom England, and Joe Combes Council Members, Town Attorney Pat Primmer, Town Marshal Jim Andrews, Utilities Manager Skip Davidson, and Vicki Kitchen Clerk-Treasurer were in attendance. Deputy Marshal Sean Stuart, Deputy Marshal Dale Bock and Deputy Marshal Matt Wilber were also in attendance. There was one citizen present and no representation from the press.

Gerry Brown introduced and welcomed Town Attorney Pat Primmer.

Matt Peterson made a motion to approve the consent agenda which included January 3, 2018 Minutes, Fund Transfer Resolution #2017-24 and the vouchers. Joe Combes seconded the motion. All voted to approve.

Tom England read a special presentation for Deputy Marshal Sean Stuart for saving a life. He received a life saving pin for his service. Deputy Marshal Sean Stuart received recognition from the police department, town council and clerk treasurer and other meeting attendees.

No public comment.

Town Marshal Jim Andrews reported he was researching nine different grant resources for radios.

The Town Council discussed whether to close stub street Prairie Grass in Tamarack Knolls. The North Liberty Town Council concurred not to close this street.

Skip Davidson reported the aerator in question with S & N Airflo is down again. He presented a quote from Home Industries Incorporated for a new aerator. Discussion followed. Vicki Kitchen inquired if this is the only other vendor available to purchase a wastewater aerator. Skip Davidson confirmed this is the only other supplier. There is a four to six week build time for the aerator. Skip Davidson requested the cover be eliminated for the bid and installation included in the bid. Will Groves, Jr. made a motion to purchase the aerator from Home Industries for $26, 108.37 plus freight. Joe Combes seconded the motion. All voted to approve.

Vicki Kitchen was contacted by a realtor regarding the Tom Fair/JRayl property with the fence located on it. The realtor’s client purchased this parcel in St. Joseph County tax sale and the one year time period to claim the property by paying the taxes has lapsed. Discussion followed. Vicki Kitchen will contact the St. Joseph County Auditor’s office and find the purchaser and the amount paid.

Will Groves, Jr. wants Skip to continue to work on the water fill station design and quotes.

Skip Davidson and Vicki Kitchen requested a quote from DLZ for the bid specifications and environmental documents for the Community Crossings matching grant. The state pays 75% of the cost of the street project and the Town pays 25%. Will Groves, Jr. made a motion to approve DLZ’s work order for $5,700.00 for the Community Crossing grant bid specifications and environmental documents. Matt Peterson seconded the motion. All voted to approve.

The Town has received a response from Heppenheimer & Korpal regarding Liberty Motors property. The Town has a lien against the property for the removal of the unsafe building at 409 S. State Street. The legal fees and title work would be $900.00 for the Town to obtain the property. Discussion followed. Will Groves, Jr. made a motion to move forward with obtaining the property for $900.00. Matt Peterson seconded the motion. All voted to approve.

The Church of the Brethren sign location at Main and Market can be converted to the way finding signs in the Stellar projects. This item can now be removed from the agenda.

St. Joseph County Animal Control Ordinance was discussed in great detail. Will Groves, Jr. made a motion to pass the St. Joseph County Animal Ordinance. Tom England seconded the motion. All voted in favor except Gerry Brown who voted nay. A new ordinance will be drafted with the St. Joseph County Animal Ordinance as an exhibit.

Matt Peterson made a motion to approve the 2017/2018 Encumbrances. Will Groves, Jr. seconded the motion. All voted to approve.

The annual conflict of interest forms was emailed to the town council in their meeting packets. No conflict of interest forms was presented for town council approval.

The 2018-01 North Liberty Police Department Wage Ordinance that was approved at the January 3, 2018 meeting was executed.

The 2018-02 Zoning Ordinance has not yet been completed that was passed at the January 3, 2018 meeting.

The EDC appointment list was tabled.

Tamarack Knolls retention pond was determined to be a civil matter.

DLZ spray pad items were discussed. Town Marshal Jim Andrews provided several examples of signs. The spray pad rule sign was discussed. The spray pad sign will be simplified with the entire list posted on the Town’s website. The sign examples were given to Town Attorney Pat Primmer for her review.

The Shamrock Estates lots were brought up for discussion. Vicki Kitchen will forward information to Town Attorney Pat Primmer for her review.

The Tom Fair property that is currently for sale was discussed. Vicki Kitchen will forward previous appraisals to Tom England for his review.

2018 Town Council Goals were discussed they included:

* Fixing alleys
* Not to table any agenda items
* Allowing citizens to remain to the three minutes comment period
* Hawk lighting on Main Street
* Equipment for a fitness trail
* Solar lighting for trail
* Claw bathtub above police station to be given to Matt Wilber
* Parking options northwest of the five points intersection

With no further business before the North Liberty Town Council, Matt Peterson made a motion to adjourn at 8:38 P.M. Joe Combes seconded the motion. The vote was unanimous.

Vicki L. Kitchen, Clerk-Treasurer