



Important Phone Numbers

Police	911 or 884-0080
Billing Questions	583-4944
Clerk's Office	583-0089
Waste Management	866-797-9018
Streets	583-3430
Water Emergencies	765-761-7594

Councilmen

Jackey Apache	491-4594
Doyle Allison	307-8505
Amy Brown	376-0366
Rick Hadley	418-5742
Linda Brummet	404-2115

Last Leaf Pickup for 2022

Saturday, December 10th

Leaves must be bagged at the curbside by 6:00 am

Town Hall's Holiday Hours

We'll be closed on Monday, December 26th and, Monday, January 2nd due to the Holidays. Also, the Town Hall is closed on the Tuesday, January 3rd for our End of the Year Process. Remember, the Farmer's & Merchant bank takes water payments with your account number. Online through Invoice Cloud. As well, at our facility 111 South Main Street, the drop box is out front of the building.

**Calendar
December 2022**

- 1st Town Council Meeting 6:00 PM
- 10th **Last Leaf Pickup**
- 15th Town Council Meeting 6:00 PM
- 26th **Closed due to Holiday**
- January 2nd **Closed due to Holiday**
- January 3rd **Closed due to End Year Process**



Pay your bill online or by text

Go to: Otterbein.in.gov and click the link or

Invoicecloud.com/Otterbein IN

Six Great Tips to Keep Pipes from Freezing

By: Erin Eberlin

(<http://www.thebalance.com/stop-freezing-pipes-2124982>)

- #1 Keep the Heat On
- #2 Allow Faucet to Drip
- #3 Keep Interior Doors Open
- #4 Seal up Cracks & Holes
- #5 Apply Heating Tape
- #6 Add Extra Insulation

Helpful Tip during Winter

Due to winter being upon us, and the possibility of winter storms approaching. Please be aware that East and West Oxford Street has the ability to drift significantly; hindering the ability for safe travels. A much safer route to travel is North Main Street or North Meadow Street to US 52.



Otterbein Rotary Club will be holding their 17th annual, Christmas Decorating Contest!

Saturday, December 17, 2022

Judging begins at 6:00 pm

Cash Prizes for 1st, 2nd, and 3rd place

Make sure your Christmas lights are on that Saturday night!



**EXECUTIVE SESSION OF THE TOWN COUNCIL
THURSDAY, NOVEMBER 3, 2022, 5:00 PM**

Council President Amy Brown called the meeting to order at 5:04 PM with all members present.

The purpose of this executive session is to discuss the performance of an employee. That is the only topic discussed.

Richard (Rick) Hadley made the motion to adjourn 5:54 PM. Jackey Apache seconded the motion, and all were in favor.

**TOWN COUNCIL MEETING
THURSDAY, NOVEMBER 3, 2022, 6:00 PM**

Council President Amy Brown called the meeting to order at 6:01 PM with all members present.

Amy Brown introduced the new Council member Linda Brummet. The Republican Party chose her to replace Daniel Klumpe.

The Council held the hearing on disconnection of utilities for non-payment. No one was present to discuss their situation. Jackey Apache made the motion to approve those listed on the disconnection list be disconnected. Richard (Rick) Hadley seconded the motion, and all were in favor.

Mr. Kult with Kult Enterprises was present to discuss with Council his apartments on South Main Street. Currently, his apartments are all on one meter. He has prepped the apartments to be able to be on their own meter. Town Administrator has gathered the information of the cost to install meters to each apartment using the meters that would be installed inside. The supplies will cost \$2,684. This does not include the cost of town labor to install them. This would benefit the town financially as well as Kult Enterprises. Since Mr. Kult has already prepared the apartments for the installation; Rick Hadley made the motion for the Town to cover the cost of the supplies to install the new meters. Doyle Allison seconded the motion, and all were in favor.

Jim Schoen with Hoosier Associates was present and reviewed the towns insurance with the Council.

Tim Clark with INTAC Management LLC reviewed the Emergency Procedure Manual he has prepared for the Town. He will add the NIMS requirements, Computer Disaster Recovery, the Mutual Aid agreement with the Counties. He will investigate if volunteers working in a natural disaster need to have a disclaimer signed. He will have this finished and ready to adopt at the next meeting.

Jackey Apache made the motion to approve the October 2022 Minutes as written. Rick Hadley seconded the motion, and all were in favor. Amy Brown read the summary of Claims presented for a total of \$305,592.91. Jackey made the motion to approve the claims as presented. Doyle Allison seconded the motion, and all were in favor.

Clerk-Treasurer Treeva Sarles presented Resolution 2022-1103 Adopting the Town of Otterbein's American Rescue Plan Act of 2021 Grant Distribution Plan. Amy Brown made the motion to adopt Resolution 2022-1103. Rick Hadley seconded the motion, and all were in favor.

With nothing else to come before the Council, Doyle Allison made the motion to adjourn at 6:54 PM. Jackey Apache seconded the motion, and all were in favor.

**TOWN COUNCIL MEETING
THURSDAY, NOVEMBER 17, 2022, 6:00 PM**

Council President Amy Brown called the meeting to order at 6:00 PM with all members present.

Amy Brown read the summary of Claims presented for a total of \$125,484.04. Jackey Apache made the motion to approve the Claims as presented. Rick Hadley seconded the motion, and all were in favor.

David Hittle with Tippecanoe County Area Plan Commission presented details of how they could take over Area Plan for Otterbein. The Council thanked him for his time.

Town Attorney Jud Barce discussed the need for a fiscal plan for the annexation the town is wanting to pursue. Rick Hadley made the motion to have financial consultants with O.W. Krohn proceed in doing the required fiscal plan. Linda Brummet seconded the motion, and all were in favor.

BF&S Engineers Dave Buck & Chris Limiac presented the Agreement between Infrastructure Systems Inc and the Town of Otterbein for the Water Project for \$1,007,777.00. The question was asked how far the new water line is going on First Street. Chris informed Council from Hancock Street to Brown Street. Rick Hadley made the motion to enter into the agreement. Amy Brown seconded the motion, and all were in favor. They presented the Notice to Proceed to Infrastructure Systems Inc. It states substantial completion must be done by June 19, 2023, and final payment made by July 19, 2023. Jackey Apache made the motion to proceed with the Notice to proceed. Rick Hadley seconded the motion, and all were in favor.

Deputy Town Administrator Lukas Darling presented quotes for the leaning of the aeration tank. Snow White \$3,500 a day and estimates 2-3 days. FJF Services Inc. a total of \$2,500. Jackey Apache made the motion to have FJF Services clean the aeration tank. Doyle Allison seconded the motion, and all were in favor.

Clerk-Treasurer Treeva Sarles discussed an adjustment request from Ms. Niccum. Ms. Niccum would like both the water and sewage adjusted down to the zero-consumption bill because she had requested the town shut off her water and then water still leaked through. The town's valve was faulty. Amy Brown made the motion to grant the adjustment request. Jackey Apache seconded the motion, and all were in favor.

With nothing else to come before the Council, Jackey Apache made the motion to adjourn at 7:13 PM. Doyle Allison seconded the motion, and all were in favor.