

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, August 6, 2019, 6:30 PM

The meeting was opened with the Pledge of Allegiance

President Carter called the General Meeting to order with Vice President Vermillion, Council Member Kauffman, Council Member Rush and Clerk-Treasurer Susan Moffitt present. Council Member Budreau entered the meeting later.

Also in attendance were Jared Huss, Andrea Halpin, Shannon McLeod Jill Doll, Larry Merkner, Betty Elkins, Sandy Raabe, Dave Millar, Dave Doll, Jason Quirk, Cal Dittmar, Dan Caruso and Debbie Miller.

Bid Openings

President Carter opened bids received for the 2019 Sidewalk project as follows:

Reith Riley	\$192,306.52
Walsh & Kelley	\$155,755.72

Bids were taken under advisement to be awarded at the next meeting.

Approval of Minutes

Vice President Vermillion moved to accept the minutes of the July 16, 2019 General Meeting and July 31, 2019 Public Safety Board Hearing as written. The motion was seconded by Council Member Kauffman and passed 4-0

Visitor Comments

- Dave Millar

Mr. Millar informed the Council that he lives at the corner of Race and Compton and they would like to push forward with whatever it takes to do so regarding the Field Gate Subdivision. He stated that Kevin Warren is going to contact the title company to see if existing plot plans can be used to make the necessary legal changes required by the town so that it doesn't require a plot survey of each property. When they finally know what is needed, they will be back. He stated that if the title company feels doing this meets their requirements it should meet the town's requirements. He wasn't at other meetings in the past and doesn't know what is needed besides lot owners to deed the property. Jared explained that it is important to, from the town's perspective, meet and coordinate all of the pieces. Concern about utilities and the condition of those is of concern as acceptance of the utilities by the Town is required. The primary piece is the curb ramps which must meet ADA requirements and before accepting them from private ownership would be required at each crossing which would be the curb ramps at the two corners for the street off of the cul-de-sac.

Debbie Miller stated that she was appointed to be in charge to make sure the roads get plowed so that they can receive services but will be gone for 2-3 months in the winter so someone else would need to take that over so she would like to get this done.

- Dan Caruso

Dan read the statement of the Town Council regarding development prepared in January of 2019. He stated that the Office of Economic Development, headed by William Schalliol, has given zero transparency so we can't determine if what he wants to put in the IEC fits in with this statement. Dan stated that he feels the Council needs to issue a new statement that includes the County's zero transparency gets zero cooperation as we are being played like marionettes. The property assessed at SR2 and Strawberry for the purpose of building a new fire station and as in Field of Dreams, if you build it they will come. He said that we need to stop it from coming. Tell them to take their developments to the brownfields in South Bend, Studebaker and Bendix., all the areas that they say are contaminated. We don't want New Carlisle to become Gary East. There will be a demonstration on Tuesday, August 13th in front of the County-City Building at 5 PM and then they will go up to the County Council meeting because they believe very few people out here care.

Employee Reports

- Attorney Andrea Halpin

Andrea has prepared a draft ordinance for review by the Council regarding conflict of interest for our building inspector under the new statute. Because it involves building inspection, it touches a lot of ordinances. The draft as prepared includes everything in one ordinance which would be reflected in the code book. She feels that we will also need to change the manner of compensation for building inspector to avoid conflict with the statute as well. The draft was given to Sue to circulate to members of the Council.

Review of the current bee ordinance seems to indicate that only small changes may be necessary.

We have received no response from the request for repayment of training fees per the signed agreement by a former employee and we are moving forward with that because the extension of time is up and it has not been paid. Due to the amount of money involved this will have to go to either circuit or superior court as a formal complaint as opposed to going through small claims court. As pending litigation, this can be discussed in executive session at a later date. She is also working on repayment of another type of loan that is also an issue.

Council Member Budreau entered the meeting.

Regarding discussion at the previous meeting about the Michigan Street house that neighbors felt to be an unsafe property, her understanding from Cal is that work has been done that addressed some of the issues and it is not a structural issue. Chief Dittmar stated that was correct, there has been work done that addressed some of the issues and it is not a structural issue now but possibly a garage door needs to be secured. Andrea stated that she doesn't feel we should try to condemn since there are no structural deficiencies and only an open door.

In regards to the tree issue that was brought to the Council at the previous meeting, after giving it consideration, the only obligation of the Town is if the tree is on Town property unless it is in violation of our code/law and it is her legal opinion that we have no business going onto private property if it does not violate the law. Vice President Vermillion stated that he spoke with the property owner who was very apologetic and explained that he did not want his dad to come before the Council. Vice President Vermillion stated that Mike informed him that he intends to contact an adjoining property owner and work with them to remove the tree so the Town doesn't need to worry about it.

Vice President Vermillion asked for an update on review of the Marshal's Department SOP. Andrea responded that her understanding was that Andrea Beachkofsky was going to do the review. President Carter stated that either she or the attorney who represented Cal would be doing it. Andrea stated that she believes that Tony Rose reviewed another previous version of the SOP and Sue confirmed that he did do so.

Numerous public records requests have been processed.

- Engineer Jared Huss

Contracts for Walsh and Kelley for the previously approved Arch Street projects are here for Council signature this evening so that we can get those submitted to INDOT for the Community Crossings Grant.

We opened bids for the 2019 Sidewalk Project this evening and following review, recommendation will be given at the next meeting.

Jared would like to hold a public meeting to notify residents impacted by the upcoming projects following the preconstruction meeting so that Walsh and Kelley can begin work asap.

Jared, Pat and John met with Donohue on the water plan. They are reviewing options and will then set a meeting with I/N Tek and I/N Kote for discussion.

The Town Comprehensive Plan is moving forward with the next meeting scheduled for later this month. Jared stressed the importance of everyone giving their input to obtain the level of detail in the plan that we want for our Community.

Work on the Wastewater Planning Grant is nearly complete.

Old Business

- Approval of solar lights for 'Welcome to New Carlisle' signs

Jason briefly explained the choices of going with a cheaper, smaller unit at approximately \$50 vs the nicer, larger solar light at approximately \$600-650 per light. Permitting through the state will be required and he feels that the lights will be approved with whichever light is chosen. He

recommends that we not attach the lights to the structure of the sign itself and instead pour a pad in front similar to what the state does for their signage. He estimates \$1300 to \$1400 total for installation. Council Member Budreau suggested that we install lighting on only one of the signs to see how well the chosen model works before installing on the other sign.

New Business

- **Wastewater Planning Grant**

Shannon McLeod informed the Council that she is working on preparation of the application for sanitary sewer preliminary engineering report which is due on August 15th. Electronic submission is required by 4 PM on that day and she is currently pulling together the bits and pieces. When complete she will send a full copy of the app to Sue and send it electronically as well. She stated that there are a few things that need to be done this evening that are required legally because there are many requirements in the application. She went through the application in detail with Ken and Sue earlier because they will have to sign but everyone will get a fully executed copy when complete as well. The total project cost \$71,600 of which the town will be providing \$35,600 in local match and \$35,000 will come from the grant. The asset management plan will be done under an addendum as we are submitting the base work with the alternative work to follow.

The first piece for approval tonight is Resolution #19-08-06-01 authorizing the Town Council president to sign the application documents and committing local funds in the amount of \$35,600.

President Carter read Resolution #19-08-06-01 in entirety.

A motion to adopt Resolution #19-08-06-01 as presented was made by Council Member Kauffman and seconded by Vice President Vermillion. The motion passed unanimously.

The second piece for approval this evening is the Four Factor Analysis and Language Access Plan.

Vice President Vermillion moved to adopt the Language Access Plan as presented. The motion was seconded by Council Member Budreau and passed unanimously.

Shannon summarized the remainder of the application that she will submit on August 15th and explained that following approval of the application we can begin in October.

- **Approval of Wolverine Purchased Power Extension**

Jason Quirk informed the Council that we have been offered the opportunity to extend our purchased power rate with Wolverine through 2030. This is confidential at this time and further details cannot be discussed. He and John have reviewed and discussed the proposed extension and feel that it is the right thing to do and he recommends that we move forward with this.

President Carter stated that there are savings because we belong to the IMMUDA group. Jason stated that the report came back that we are the only utility that is lowering our rate this year because of the moves that have been made. Jason expressed that he is very confident that parties involved are working towards the best interest of the Town. He stated that the average customer will save approximately \$3 per month with the newest tracker that will be passed soon.

Vice President Vermillion moved to approve the Master Power Purchase Sale Agreement, extending the delivery period through may 31 of 2030. Second by Jordon and passed unanimously.

Council Reports

Council Member Rush

The park board is working on wording for the Hometown Days Event Form to include a change regarding electric. They board also expressed concern about the new panel that may go up in Memorial Park and they want to have a say on where it will be located because they vetoed they installation last year.

Council Member Kauffman

Council Member Kauffman thanked the Hometown Days Committee and everyone involved for their hard work to make it a great event. She also thanked the Town for the internship opportunit for Carl Brown-Grimm as he had some excellent experiences while here.

Council Member Budreau

Council Member Budreau thanked Koby Keck for a great job again on the Whiffle Ball Tournament and the Hometown Days Committee for the excellent fireworks. He also thanked Sue, Tonya and Jill for preparing the great reception for the Key to the Town Ceremony for the Village Shoppes. He will work with John regarding the changes for the Field Gate Subdivision

Vice President Vermillion

Vice President Vermillion reported that he and President Carter attended a workshop presented by County Commissioner Dr. Deb Fleming that was titled AARP Network of Age Friendly Communities. An interesting statistic from the workshop is that by 2035 there will be more people 65 and older than under 18 and under. AARP is proposing a five year cycle of improvements to adapt our community to the needs of older citizens. SJC is entering into that five year process. We were the only community there and they want our backing and assistance. There are currently two cities, Fishers and Gary, that have completed this process. SJC will be the first county in the state. He is not sure what it entails but they were given pamphlets and he will email the rep from AAPR so that he can share all of the information with the Council. Included were transportation, REAL services, etc to make sure every need is met to help people stay in their homes.

President Carter stated that most people there were people that had an interest in this, housing for seniors, other types of assistance providers, in-home nursing, etc. He feels that they are trying to take every aspect into consideration including bike paths, walking paths, single story homes, smaller yards, smaller sq footage, social participation to get people out of their homes, civic participation, parks and rec, certain types of entertainment, communication. They are looking for people to help lead the initiative. He feels that we do a pretty good job here in New Carlisle but they are looking at a county-wide initiative.

President Carter asked if there is any need for some sort of transportation network for seniors to travel to stores, the pharmacy, etc. Sue replied that people have asked the Clerk's office if there is anything like that available in Town and that many years ago a sorority offered something similar but nothing is currently available. Dave Millar said that he is on the board at Hamilton Grove and they do run a bus into Town weekly. Greencroft members were planning to attend this workshop and he is interested to learn what they took out of it. He stated that we all have assets and perhaps a partnership could be arranged. President Carter stated that possibly something three days a week to allow those without the means to get to those places would be possible.

Clerk-Treasurer Report

Sue thanked Stephanie Murphy and the staff at the Library for including the Clerk's Office in their excellent in-house training this morning on implicit bias and customer service. She also expressed thanks to Carl Brown-Grimm for spending his summer volunteering as an intern with the Town and all of the assistance he offered during his time here.

The Village Shoppes sent a beautiful floral arrangement to the Town with a thank you for the wonderful Key to the Town ceremony and reception that followed.

Pie and coffee was provided this evening by Marie Vojtko as a thank you for the dedication of the Stephen Vojtko Summer Parks Program and ceremony in honor and memory of Steve.

Sue reported that the Town was notified of our very first ever PERF Audit in May and were audited in June. Everything went very well with no issues or problems found.

We recently completed a four-year State Board of Accounts Audit with the Exit Conference held on July 31. Sue reported that the Town had a clean audit for the second time in a row with no deficiencies or audit comments. She explained that, as we are all aware, we do have to continue to work on our internal controls policies as well as update them when necessary.

Bills to be Paid

Council Member Budreau moved to pay all bills as presented on the Claim Docket. The motion was seconded by Vice President Vermillion and passed unanimously.

Adjournment

Upon a motion by Vice President Vermillion and second by Council Member Budreau the meeting was adjourned at 7:32 PM

Ken Carter, President

Attest:

Susan I. Moffitt, Clerk-Treasurer