

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
Special Meeting, April 9, 2020 , 1:00 PM

President Kauffman called the special meeting to order with Vice President Budreau, Council Member Rush, Council Member Doll, Council Member Colanese and Clerk-Treasurer Susan Moffitt present. Also in attendance was Andrea Halpin.

New Business

- Discussion on waiving of penalties during the Public Health Emergency

The Council discussed waiving penalties during the public health emergency.

Council Member Doll moved to waive penalties on all utility bills for the months of April, May and June. The motion was seconded by Council Member Colanese and passed unanimously.

- Grant Administration Service Contract

The contract for Grant Administration Services with Priority Project Resources, Inc. was presented. This contract will cover administration of the OCRA Grant for the Sanitary Sewer Planning Project at a cost of \$4,000.

Council Member Doll moved to accept the Priority Project Resources Contract at a cost not to exceed \$4,000. The motion was seconded by Vice President Budreau and passed unanimously.

- Cemetery Mowing Bid Approval

Council Member Rush reported that the Cemetery Board received and reviewed five bids for mowing service at their March meeting. Following review, the Cemetery Board recommends that the bid by Shear Scapes at \$135 per acre for a total of \$1215 per week, as the most responsible and responsive bid, be accepted. Council Member Rush reports that Shear Scapes provided the best reference recommendations. They will mow the hillside along County Line when needed at a cost of \$125 per week. Mowing will include trimming around all hard surfaces, headstones, fencing and trees. Council Member Doll added that one bid was eliminated as it was for two years instead of the one year quote requested and one bid was too low to be feasible.

Vice President Budreau moved to accept the Shear Scapes Bid for cemetery mowing for the remainder of 2020. The motion was seconded by Council Member Doll and passed unanimously.

New Business

President Kauffman declared an emergency to appoint two members, Carolyn Higgins and Bob Masters, to the Cemetery Board to fill vacant positions to ensure a quorum so that they are able to

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conduct business. Both were recommended by the remaining members of the Cemetery Board. This will be included on the agenda for ratification at the next regular meeting following the lifting of the Public Health Emergency.

Employee termination

President Kauffman reported that there was an issue with an employee and so as an emergency situation, she took action to approve the termination as recommended by the supervisor effective April 1, 2020.

Ordinances and Resolutions

- Resolution #20-04-09-01

Attorney Andrea Halpin briefly reviewed the resolution, which allows the Town to continue to function and conduct essential business during this State of Emergency, with the Council.

Vice President Budreau moved to waive the rules and read Resolution #20-04-09-01 and Resolution #20-04-09-02 by caption only. The motion was seconded by Council Member Doll and passed unanimously.

President Kauffman read Resolution #20-04-09-01 by caption only.

Council Member Rush moved to adopt Resolution #20-04-09-01 as written. The motion was seconded by Council Member Doll and passed unanimously.

President Kauffman read Resolution #20-04-09-02 by caption only.

Vice President Budreau moved to adopt Resolution #20-04-09-02 as written. The motion was seconded by Council Member Rush and passed unanimously.

Council Reports

Council Member Colanese recently spoke with Tim and Perry and, in the absence of a public works director at this time, asked that they write down issues that they run into for review by the Council as they look to fill that position. President Kauffman reports that she spoke with Jared also to help better define what we are looking for when filling that position.

President Kauffman and Vice President Budreau have looked at various options for the website and would like to see an anonymous tip line for reporting problems such as code enforcement issues and illegal activity.

Bills to be Paid

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

Adjournment

Upon a motion by Vice President Budreau and second by Council Member Rush, the meeting was adjourned at 2:30 PM.

Marcy Kauffman, Council President

Attest:

Susan Moffitt, Clerk-Treasurer