

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, May 8, 2018, 5:00 PM

The meeting was opened with the Pledge of Allegiance.

President Carter called the meeting to order with Member Rypma, Council Member Budreau and Clerk-Treasurer Susan Moffitt present. Vice President Vojtko entered the meeting later. Council Member Vermillion was absent.

Also in attendance were Jared Huss, Andrea Halpin, John Mrozinski, Marcy Kauffman, Sandy Raabe, Josh Schweizer, Cal Dittmar and Jim Niedbalski.

Minutes

Council Member Rypma moved to approve the minutes of the April 24, 2018 General Meeting and April 26, 2018 Executive Session as written. The motion was seconded by Council Member Budreau and passed 3-0.

Employee Reports

- Attorney Andrea Halpin

Andrea reports preparation of two public records requests, one of which was extremely large and required quite a bit of time. She completed review of the ADA Resolution on the agenda for approval this evening and held discussion with Sue regarding the salary ordinance which includes an employee currently under contract. The additional pay included is for additional duties of crew supervisor and will be noted with the contract. Council Member Rypma questioned where these records requests were from and Andrea responded that one was from the SB Tribune and the other, DCS.

- Engineer Jared Huss

Jared reports having an interesting conversation with the City of South Bend as related to system development charges. SJEC was going to pay this fee should there be one.

He and John met with MACOG on Monday morning to discuss the 2018 Community Crossings Grant Application. He has forwarded the info and he and Sue will work on the financial commitment letter.

They will set a field check date to go over the sidewalk project soon. Survey and geo-tech work on the 2017 Community Crossings Project will progress with plans. The pavement preservation project is anticipated to start the end of May or beginning of June and asphalt plants are now open so that should not be an obstacle.

We received the updated Peerless Report which has been forwarded and Jared will await Council direction.

Jared and John will put together options on lift stations to look at what we can do to get a better set up without having to go back under railroad tracks .

As part of the overall County Master Plan, Umbaugh was paid to see where we stand in the state in regards to the water and sewer utilities and we are below average on our water utility and slightly above on our sewer. Also on a positive note, both increases proposed by the City of South Bend are for customers inside the city.

- Fire Chief Bob Middlebrook

Bob reports that they have obtained three bids on the fire station roof with the lowest being approximately \$52,000. The bids were given to Council Member Vermillion.

- Public Works Director John Mrozinski

John reports that we are ahead of the game on street sweeping as they were able to do the entire town last week.

John reports that he feels things are going in the right direction with the transferring and hiring in the last two weeks. Aaron Keehn will be transferring to the new water treatment plant and a replacement has been hired to fill his vacancy at the old water treatment plant. A new Utility 1 person has been hired and will start this Friday. In addition, Perry has been promoted to crew supervisor. They are not doing anything with the vacancy in the electric department at this point and want to hold out until Perry has finished his apprenticeship.

There have been some changes in the park that included removal of two trees in the front which made the new sign much more visible. Two new bushes were also planted.

Pick up of bagged yard waste continues each Monday with Tuesday as an alternate day.

John reports that he received info from Council Member Budreau on painting the grates at the crosswalks and he will get that done very soon.

Ordinances, Resolutions

- Resolution #18-05-08-01 – A Resolution Adopting the ADA Coordinator and Procedures

President Carter read Resolution #18-05-08-01 in entirety.

Council Member Budreau moved to adopt Resolution #18-05-08-01 and the attachments as written. The motion was seconded by Council Member Rypma and passed 3-0.

Council Member Rypma asked if there is a timeframe requirement for this to be added to the website. Sue responded that it will be forwarded to Abby for addition to the website tomorrow.

- Ordinance #1360 – A Salary Ordinance for Town Employees

President Carter read Ordinance #1360 by caption only for the first reading.

Vice President Vojtko moved to waive the rules to allow for adoption on the day of introduction. The motion was seconded by Council Member Budreau and passed 4-0.

President Carter read Ordinance #1360 in entirety for the second reading.

President Carter read Ordinance #1360 by caption only for the third and final reading.

Council Member Budreau moved to adopt Ordinance #1360 as written. The motion was seconded by Council Member Rypma and passed 4-0.

Council Reports

President Carter

President Carter requested input and some direction on the Peerless Report from everyone.

President Carter received an email from Hudson Twp. Trustee, Joyce Forbes regarding the 2018 Fire Contract. She does not feel that she can sign the contract because of the change from the previous charge of \$85,000 to the \$106,000 that was included in this new contract. Josh Schweizer stated that, per Gateway, she is currently levying \$85,000 for fire and an additional \$20,000 for Cumulative Fire so she is receiving \$105,000 for fire protection this year.

President Carter will respond but asked what the recourse will be if they choose not to sign the agreement. Andrea responded that we may need to negotiate or determine if service will be provided without an agreement for payment.

President Carter wished a Happy Mother's Day to all.

Clerk-Treasurer's Report

The Clerk's Office will be closed on May 16 and 17 for attendance at the Annual C-T Training and State Board of Accounts called school in Noblesville.

Sue reports that she was contacted by a field representative at the State Board of Accounts in reference to an inquiry their office received regarding a payroll for one of our employees. All of the requested information was forwarded to the SBoA that same day and also forwarded to Andrea's office for review.

Bills to be Paid

Council Member Budreau moved to pay all bills as presented. The motion was seconded by Council Member Rypma and passed 4-0.

Adjournment

Upon a motion by Council Member Budreau and second by Vice President Vojtko the meeting was adjourned at 5:34 PM.

Ken Carter, President

Attest:

Susan I. Moffitt, Clerk-Treasurer