

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, July 24, 2018, 5:00 PM

The meeting was opened with the Pledge of Allegiance.

President Carter called the meeting to order with Council Member Rypma, Council Member Vermillion, Council Member Budreau, Council Member Kauffman and Clerk-Treasurer Susan Moffitt present.

Also in attendance were Jared Huss, Andrea Halpin, John Mrozinski, Jill Doll, Cal Dittmar, John Gelow, Bob Middlebrook, Carol Middlebrook and Stephanie Murphy.

Surplus Auction Bid Openings

A total of six bids for surplus items were received as follows:

1988 Tanker - \$5,429.00 – Ed Hines
1988 Tanker - \$1,500.00 – John Mrozinski
2000 Ford Excursion - \$1,000 – John Mrozinski
2000 Ford Excursion - \$508.00 – Stephen Paepflow
2010 Chevy Impala - \$555.00 – Chris Deak
2010 Dodge Charger - \$3,777 – Richard McCormick

Josh Schweizer entered the meeting.

Minutes

A motion to accept the minutes of the July 10, 2018 General Meeting and Executive Session as written was made by Council Member Budreau and seconded by Council Member Vermillion. Motion passed 4-0. Council Member Kauffman abstained.

Employee Reports

- EMS Chief Josh Schweizer

Chief Schweizer requested a work session to discuss moving forward with becoming a paramedic unit. The work session was scheduled for Tuesday, August 7 at 5:00 PM. Andrea and Sue are both unable to attend.

- Police Chief Cal Dittmar

Chief Dittmar reported that the new hire starts the academy August 5th and will be back mid-November. He reminded everyone that Home Town Days is this weekend that will cause road closures and there will be fireworks on Friday night.

Sgt. Ron Whitt was nominated by American Legion Post 297 as Law Officer of the Year. He went to Indianapolis two weeks ago for the awards luncheon and received the 3rd District Law Officer of the Year Award.

The Business Association has asked that Officer Niedbalski attend their August 1st meeting to tell them about the upcoming Night Out Against Crime.

- Attorney Andrea Halpin

Andrea reports that she has completed the Council's request to modify the agreement with Mr. Keigley. She has also assisted several department heads who have emailed with questions and worked with John on the purchased power agreement changes. She will need the Council's input on the cemetery land purchase as we have received the title work containing two issues. One is that there is \$94 in taxes owed and also a pipeline easement which will need to be looked into further. The purchase agreement was amended per discussion with John as the seller is not willing to pay any closing costs. The seller will not be purchasing title insurance so Andrea suggests that we do that once we have a signed purchase agreement. Jared will look at the pipeline easement when he receives the paperwork. President Carter questioned the balance due in taxes and Andrea responded that her feeling is that the seller will not pay anything and expects the exact amount of the appraisals.

- Public Works Director John Mrozinski

John reported that the new highway banners were put up and look good. Curb painting continues and it lights everything up and cleans up the intersections. He has striped the parking lot at Memorial Park so that is ready for the festival. Unfortunately, the grates on Michigan Street will not be done and back in time for the weekend. John has ordered the new street signs for the decorative poles that have been up since 2014 at Arch, Filbert, Jon and Michigan Street. Perry left for lineman school this afternoon and Jerry is attending Hazmat school tomorrow.

- Engineer Jared Huss

2018 Sidewalk Project Cover Sheet is ready to be signed tonight with advertising for bids to be in the South Bend Tribune on Thursday. We budget \$150,000 for the project annually but are above that amount this year as it will contain some work for next year's project to alleviate having to do any tear up.

The 2017 Community Crossings grant project is moving along. Crack sealing is complete and slurry seal is scheduled for the end of August. Jared, John and Sue will be attending the 2018 Community Crossings Project meeting at INDOT in LaPorte tomorrow afternoon.

Chief Dittmar left the meeting.

New Business

- 2017 Accounts to be Charged/Written Off

The Council was presented with a list of accounts outstanding for six months totaling \$3,066.33 to be taken off the books and forwarded to the collection agency for collection.

Council Member Kauffman moved that we write off uncollectable debts totaling \$3,066.33 and forward them to the collection agency. The motion was seconded by Council Member Rypma and passed unanimously.

- Reach Alert Program

Sue presented the Council with additional information on the Reach Alert System that she and John discussed at the previous meeting. The system would be used to notify residents of utility issues including power outages and water main breaks as well as street closures, etc. Letters would be sent to all homeowners and information added to our website that will describe the program and give information on how to sign up. Residents may elect to receive the information by text, phone call or email. The system would be used in addition to our website and would allow us to share information that is more time sensitive quicker and directly to our residents. Council Member Vermillion moved to approve the use of the Reach Alert System and to allow Sue to determine budgets to use for the \$1.00 per home cost. The motion was seconded by Council Member Budreau and passed unanimously.

- Signing of the 2018 Sidewalk Project Coversheet

The Council signed the project coversheet for the previously approved 2018 Sidewalk Project.

Resolutions and Ordinances

- Ordinance #1362 – An ordinance adopting and enacting a supplement to the Town Code.

President Carter read Ordinance #1362 by caption only for the third and final reading.

Council Member Rypma moved to adopt Ordinance #1362 as written. The motion was seconded by Council Member Vermillion and passed unanimously.

- Ordinance #1364 – A salary ordinance for employees of the Town of New Carlisle

A motion to waive the rules to allow for adoption of Ordinance #1364 on the day of introduction was made by Council Member Vermillion and seconded by Council Member Budreau. Motion passed unanimously.

President Carter read Ordinance #1364 by caption only for the first reading.

President Carter read Ordinance #1364 in entirety for the second reading.

President Carter read Ordinance #1364 by caption only for the third and final reading.

Council Member Vermillion moved to adopt Ordinance #1364 as written. The motion was seconded by Council Member Budreau and passed unanimously.

Council Reports

Council Member Budreau

Council Member Budreau will attend the upcoming Park Board meeting and will prepare a written report for the Council in his absence from the next meeting.

Council Member Kauffman

Council Member Kauffman expressed her appreciation for the appointment to fill the vacancy on the Council although she is very sorry for the circumstances. She stated that she is honored and will do her best.

President Carter

President Carter wished everyone a safe and fun Home Town Days weekend.

Council Member Vermillion

Council Member Vermillion stated that the new police chief has been on the department for 13 years and has informed Council Member Vermillion that the last two chiefs were given four weeks' vacation when they were appointed to the position. Council Member Vermillion moved to give four weeks' vacation to the new chief. Sue stated that the new chief was hired in May of 2007 so he has just completed 11 years on the department and not 13. Council Member Vermillion asked if it was correct that the last two chiefs were given four weeks' vacation upon their appointment. Sue responded that she didn't believe that either of the last two chiefs had four weeks of vacation at any point during their employment and asked Jill for confirmation as she records all PTO information. Jill stated that the last chief had 3 weeks vacation when he left the Town after seven years as the marshal and that the chief before him also did not have four weeks vacation. Council Member Vermillion withdrew his motion.

President Carter

President Carter stated that there are three bills for uniforms and equipment for two part time police officers that need approval as the request for payment of these is outside what we have paid for previously. Sue explained that part-time officers have been issued department shirts in the past but have provided their own weapons, duty belts, holsters, etc. as they all work for other departments and so Council approval is needed.

Chief Dittmar re-entered the meeting.

Council Member Rypma stated that he agreed with the concern about purchasing equipment for part-time officers. He stated that attrition is pretty high for part-time employees and questioned how we will get the equipment back. Chief Dittmar stated that he would file theft charges and go after them legally. Andrea asked if there is a policy in place for use of our equipment off duty for the part-time officers. Chief Dittmar stated that they can't use it off duty. Council Member Vermillion asked if this has been done in the past and Chief Dittmar stated that he assumed it was. Council Member Vermillion stated that with the quartermaster system this is just adding to our inventory. Council Member Rypma questioned why they wouldn't have their own equipment since they are on other departments. Chief Dittmar stated that sometimes they do but it might be brown and not black and he wants everyone to have the same.

Council Member Vermillion moved to approve the three invoices for part-time police equipment and uniforms totaling \$811.75. The motion was seconded by Council Member Rypma and a roll-call vote was taken:

Council Member Vermillion	Aye	Council Member Budreau	Aye
Council Member Kauffman	Aye	Council Member Rypma	Aye
President Carter	Aye		

The motion passed unanimously.

President Carter asked if the department will establish regulations for uniforms and equipment and Chief Dittmar responded that it is the Quartermaster System.

President Carter reminded everyone of the upcoming Beer and Wine Walk on August 25th sponsored by Discover New Carlisle.

Clerk-Treasurer Report

Sue informed the Council that budget forms have been distributed to department heads for preparation of their 2019 spending plans. She explained that although the AVGQ is set by the state at 3.4%, the circuit breaker will effect that and Umbaugh has recommended that we instead use 2.5%. Sue stated that, depending on spending plans that are submitted, it may still be necessary to make cuts when the actual circuit breaker impact is determined for 2019.

Bills to be Paid

Council Member Budreau moved to pay all bills as presented. The motion was seconded by Council Member Vermillion and passed unanimously.

Adjournment

Upon a motion by Council Member Rypma and second by Council Member Budreau the meeting was adjourned at 5:49 PM.

Ken Carter, President

Attest:

Susan I. Moffitt, Clerk-Treasurer