

**New Carlisle Town Council**  
**124 E. Michigan Street, New Carlisle, Indiana**  
**General Meeting, August 14, 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 Kauffman and Clerk-Treasurer Susan Moffitt present. Council Member Vermillion and Council Member Budreau were absent.

Also in attendance were Jared Huss, Andrea Halpin, Jill Doll, Josh Schweizer, Cal Dittmar, Carol Middlebrook, Bob Middlebrook, Sandy Raabe, Dave Doll and Brian Thompson.

**2018 Sidewalk Project Bid Openings**

President Carter opened the five bids received for the 2018 Sidewalk Project as follows:

<b><u>Company</u></b>	<b><u>Bid</u></b>
Walsh & Kelley	\$137,301.75
Northern Construction Services Company	\$149,427.00
H&G Underground Utilities	Not totaled and not legible/Incomplete
Reith Riley	\$172,310.75
TGB Unlimited	\$180,762.75

Bids were reviewed and a recommendation made later in the meeting.

**Minutes**

A motion to accept the minutes of the July 24, 2018 General Meeting as written was made by Council Member Rypma and seconded by Council Member Kauffman. The motion passed 3-0.

**Employee Reports**

- Attorney Andrea Halpin

Andrea reports that we have received a Notice of Tort that will require an executive session and recommends that it be held in approximately three weeks. She has also assisted with some employee issues.

- Engineer Jared Huss

A recommendation on the bids received earlier for the 2018 Sidewalk Project will be made tonight with contract ready for signatures next meeting.

The 2018 Community Crossings application is due at the end of September. MACOG has all of our information and will be assisting with the grant process again this year. We learned at the INDOT meeting that there will be two calls for applications in 2019.

The Prairie Ridge apartment construction continues to progress and he is working with Josh on some fire requirements.

**Resolutions and Ordinances**

- Ordinance #1365 – A salary ordinance for employees of the Town of New Carlisle

President Carter read Ordinance #1365 by caption only for the first reading.

**Council Reports**

Council Member Rypma

Council Member Rypma reported that he had something brought to his attention by someone who stopped by his house. In Chapman's addition that encompasses South Bray Street, residents have been charged \$10 per year by St. Joseph County for maintenance of the drainage pond and homeowners have recently been notified that the fee is going to increase to \$20 per year. Council Member Rypma stated that he is trying to determine the reason for the increase as the letter received states that they are currently collecting \$940 per year and are paying \$550 to \$750 for mowing and he doesn't see the need for the increase. Jared explained that the "urban drain" is recorded when the subdivision is platted and then the storm water feature/basin has to be maintained by the county as it impacts their drainage system. They establish a drainage fee per lot to be able to maintain those and should have a contract that would be public record. Council Member Rypma questioned the county maintaining it even though it is in the town. Jared responded that it is possible that the urban drain was legally recorded and ultimately not in the Town's jurisdiction and would be only the property owners in that area who would need to discuss it with the county directly. Council Member Rypma stated that there is a public hearing scheduled for September but he wants to follow up and speak with John Mrozinski about this. President Carter suggested he contact John McNamara of the St. Joe County Drainage Board.

Council Member Kauffman

Council Member Kauffman recently attended the St. Joseph County Redevelopment Commission meeting and reports that it was mainly about the Indiana Enterprise Center. Bill Schalliol updated those in attendance on the project. She also recently attended the County Commissioner's meeting with Council Member Vermillion and reports that everything presented at the RDC meeting regarding the Enterprise Center was approved.

President Carter

President Carter spent Monday morning attending his first Solid Waste District meeting. He reports that, as far as recyclables and cost, they have put out a request for bids and unfortunately received only one response when they were expecting two or three. The attorneys will be reviewing the bid proposal and some future negotiations may be necessary to keep the cost lower.

President Carter asked about the status of the Reach Alert System approved at the last meeting. Sue reports that she forwarded their contract to Andrea for review. Andrea explained that she feels we need a policy regarding use of the system in place.

President Carter congratulated Perry Hinton who recently passed his Journeyman Lineman exam.

President Carter asked Sue if a work session regarding the budget is necessary at this time. Sue reports that the circuit breaker impact has not been determined but all Form 1s prepared by the supervisors were within the recommended guidelines. Depending on the calculation of the circuit breaker impact, it may be necessary to hold a work session at a later date.

**Bills to be Paid**

Council Member Rypma moved to pay all bills as presented. The motion was seconded by Council Member Kauffman and passed 3-0

**Bid Recommendation**

Jared reported that the project total for the H&G Underground Bid that was submitted was determined to be \$221,736.56. The low bid received was from Walsh Kelley and all documentation was correct and in place. Lawson Fisher recommends that they be awarded the bid and that contract documents and the Notice to Proceed be prepared.

Council Member Rypma moved to accept the Walsh & Kelley bid for the 2018 Sidewalk Project in the amount of \$137,301.75. The motion was seconded by Council Member Kauffman and passed 3-0.

**Adjournment**

Upon a motion by Council Member Rypma and second by Council Member Kauffman the meeting was adjourned at 5:25 PM.

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Ken Carter, President

Attest:

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Susan I. Moffitt, Clerk-Treasurer