

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, February 9, 2016 5:00 PM

The meeting was opened with the Pledge of Allegiance.

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

Also in attendance were Chuck Leone, Jared Huss, Josh Schweizer, Jason Quirk, Cal Dittmar, John Gelow, John Mrozinski, Tonya McKee, Perry Hinton, John Gelow, Tim Kaminski, Dana Groves and Marcy Kauffman.

Minutes

Vice President Vojtko moved to accept the minutes of the January 26, 2016 General Meeting and Work Session and the February 2, 2016 Work Session as written. The motion was seconded by Council Member Rypma and passed 3-0.

Minutes of the January 28, 2016 meeting were tabled.

Public Comments

- Dana Groves

Dana reported that the Indiana Bicentennial Committee is planning several events to celebrate the state's bicentennial. On October 8th the Torch Relay will come down SR 2 and end at Bendix Woods where a bicentennial birthday celebration will be held and the torch will be handed off to LaPorte County. The birthday celebration will be a free event at Bendix Woods. Dana reports that she has nominated Bob Middlebrook as a torch bearer for the relay and that most participants will be riding in old Studebaker cars.

There are also some other smaller projects being discussed including the purchase of bicentennial banners by Discover New Carlisle for the light posts and planting yellow and blue flowers in the downtown planters.

Employee Reports

Fire Chief Josh Schweizer

- Josh had submitted copies of the Emergency Response proposal that was discussed at the January 26th work session for Council review.

Vice President Vojtko questioned liability should they find a piece of equipment that is overweight. Josh reports that Engine 191 is 1000 pounds overweight and to get that off is nearly impossible and he is unsure of whether or not he will be able to fix it. With the purchase of the new fire apparatus we have an engine scheduled to be removed but Engine 191 will now be the one that will be taken out of service when the new truck is ready on the 28th.

Council Member Rypma moved to accept the Emergency Response proposal for the fire apparatus fleet evaluation at a cost of \$15,800. The motion was seconded by Vice President Vojtko and passed 3-0.

Water Treatment Plant Supervisor Tim Kaminski

- Celeste Wordinger, the new WTP employee began work on Monday.
- He met with Pat today regarding some of the improvement needs at the WTP.

Attorney Chuck Leone

- Will need to speak with Council Member Rypma prior to completing the EMS training cost reimbursement agreement.
- Working on revisions to the unsafe building ordinance regarding code enforcement process. This hasn't been revised since 1981 so there is quite a bit of updating to make our ordinance current with Indiana building law.
- He has been in touch with the local attorneys, Faegre, Baker and Daniels, for the St. Joe Energy Project and is waiting to get a draft agreement that tracks the Agreement of Intent.

Engineer Jared Huss

- Work at the SJEC has Kiewit Construction in full blown construction to set up their trailer city.
- Working with John Mrozinski for supply of water service for them at the same domestic rate everyone else pays
- Working on Brownfield Site Assessment.
- Chief Roseboom contacted Ancon for estimates for upgrade of the ramp in the council room for ADA compliance. Chief Roseboom and the Ancon representative did a building walk through to identify any other needs and Ancon has provided two proposals for Council consideration.

Vice President Vojtko asked about having an extra handrail installed in addition to the one included in the proposal with the rebuilding of the ramp recommended by Ancon. He would like there to be one on the wall as well as one along the outside of the ramp.

Jared stated that the one Ancon proposes is ADA compliant but we can add another handrail if the Council so chooses and we can get another quote from Ancon.

Vice President Vojtko wants to speak with Ancon to be certain that if we chose not to do the additional rail at this time that they can install one at a later date.

President Carter stated that he feels that the bar on the wall is sufficient with the rebuilding of the ramp.

Council Member Rypma questioned whether having just one rail on the outside of the ramp as opposed to the one proposed for the wall would be possible. Jared stated that the wall mounted rail is much easier to weight and there would be additional costs to make the outside rail stable.

The second quote presented was for the adjustment of the stairway door, maintenance on the handrails at the building entrance, replacement of downstairs restroom door handles to make them ADA compliant.

The Council will take action when the additional rail quote is obtained.

- Presented proposals for engineering of the 2016 Sidewalk Project and Ben and Bray Intersection Upgrade.
- We are beginning preparation for the water plant assessment which continues to move forward
- Would like to schedule a work session in March for Jennifer Vandeburg of OCRA to come back.
- Contacted Kathleen Weisenburger who is a former OCRA staff member currently working in grant administration. He has asked her to be here February 23rd and would like a work session scheduled following the meeting.
- Pavement project for 2016 will be separate from the other project so that everything else is complete prior to beginning it.
- Made contact with Norfolk Southern owners of the viaduct structure and was told that they may or may not have plans.
- Would like another work session for discussion of TIF, potential annexation, and potential new TIF District.
- We will also need a work session when we receive the SJEC final agreement.
- The Town will need to consider whether we will want additional inspection on SJEC
- We will need to discuss the working structure of the water department with the addition of the new plant.
- Feels there are holes that exist in town structure and discussion on a town manager, public works director or similar position should continue.

President Carter would like to have a 30-45 minute work session following each meeting.

Vice President Vojtko moved to set up a standing work session after each meeting for the next three to four months. Council Member Rypma seconded the motion. Motion passed 3-0.

Old Business

- Park Playground Funding

Sue explained that the Council had approved an encumbrance of \$44,968.76 from the Park Budget at the end of 2015 that must be used for park playground equipment from Parkreation. At the last meeting the Council approved using \$33,000 of Park Budget funds and \$33,000 from CCD. If the remaining \$11,968.76 of the encumbrance is not used for park equipment cannot be used for any other purchase.

Council Member Rypma would like the decision to continue with sharing of the \$66,000 cost for the playground equipment to stand and use the amount remaining from the encumbrance to purchase additional equipment.

- Audio Video Equipment for Council Room

Josh Schweizer has added the ADA headset units and some additional equipment that would be required and submitted a revised proposal as requested.

Vice President Vojtko inquired whether the ADA equipment would be mandatory. Jared replied that as discussed previously, anytime that you update a system that needs updated you must do the entire thing. He feels that if the Council were to put in an AV system that did not previously exist, the ADA headset units would be required.

There was discussion of doing comparison to other entities and Josh offered to assist with this process.

Jared stated that he and Chief made the determination that this must be reviewed thoroughly to be certain we are doing the right thing. Josh will report back to Jared and Chief.

- Water Treatment Plant Truck

President Carter reports that we need to vote on the requested new truck and also that there is a list of vehicles to be declared as surplus and sold.

Tim questioned whether the 1990 WTP truck was on the list and stated that it will not solve the problem at the water plant. He stated that if we have to have the current truck worked on they will have to use a personal vehicle in an emergency.

There was much discussion on options available including use of another truck or the Durango for a day in the case of an issue with the truck at the water plant.

Council Member Rypma moved to declare the following equipment as surplus and move forward with selling them and to retain the 1999 Ambulance to transfer for use in another department.

2001 Chevy Pick-Up
1999 Chevy Pick-Up
2009 Dodge Charger
2007 Dodge Charger
2002 Ford Crown Vic

The motion was seconded by Vice President Vojtko and passed 3-0.

New Business

- 2016 Sidewalk Project Engineering Proposal

The proposal for engineering for the 2016 Sidewalk Project that will include Ben Street and a portion of Bray Street was presented. This is hourly with a not to exceed of \$13,000.

Jared explained that they have never used the full not to exceed amount in the past and these are hourly not to exceed.

Council Member Rypma moved to accept the Lawson Fisher engineering proposal for the 2016 Sidewalk Project with a not to exceed amount of \$13,000. The motion was seconded by Vice President Vojtko and passed 3-0.

- Ben and Bray Street Intersection Proposal

The proposal for Engineering for the Ben and Bray Street Intersection Proposal was presented. This is hourly with a not to exceed amount of \$18,900 which includes necessary permitting.

Council Member Rypma moved to accept the Lawson Fisher engineering proposal for the Ben and Bray Street Intersection project with a not to exceed amount of \$18,000. The motion was seconded by Vice President Vojtko and passed 3-0.

Ordinances and Resolutions

- Ordinance #1323 – An ordinance amend the 2016 salary ordinance

Vice President Vojtko moved to table Ordinance #1323 because it can't be adopted this evening and hold a Special Meeting on Thursday the 18th. The motion was seconded by Council Member Rypma and passed.

A Special Meeting was set for Thursday, February 18th at 5 PM with a work session to follow.

Council Reports

Vice President Vojtko

- A couple months ago the board was going to set up meetings with I/N Tek to re-establish a relationship and he would like to set a date to do so.

Council Member Rypma

- Over the last week or so he met with Josh Schweizer, Jeff Roseboom and Brian Countryman to get an idea of where we are at and where we want to go. Everything went well and he will continue working with them
- Stated that several meetings ago we tabled the parking situation at the end of Dunn and he recently saw signs have been placed there

Vice President Vojtko stated that we took it off the table and that the sign down there is for odd even parking and he asked the guys to put it there.

Council Member Rypma questioned whether we need to revisit the parking situation as installation of these signs may make it worse. He asked that Chuck check with Andrea on the ordinance previously discussed that would address parking on all dead end streets.

Jared stated that from his point of view it is poor practice to control domestic issues with the installation of signs. He does like the ordinance standpoint as it would clearly define all areas that would be covered.

Vice President Vojtko requested that the attorneys bring something for the next meeting and that John leave the signs.

President Carter

- There is a regional OCRA meeting on March 16th at the LaPorte Civic Auditorium from 9-3 with a \$40 per person fee.
- Attended the monthly Business Association meeting with a program by Dr. Paul White on proposed school upgrades. President Carter would like to meet with him in the future to discuss parking, drainage issues and land possibly.
- He is not going to require department heads to attend regular council meetings unless there is something pertinent that would need their participation. All information can be passed to their respective liaisons who can report it. All are welcome to personally attend on their own time but it is not a requirement.

Clerk-Treasurer's Report

Sue reports that the property owner of 205 E. Michigan Street reported a pipe break on January 5th and had pictures of the resulting flooded floor. Because the water did not go into the sewer system, they have requested an adjustment to their February bill.

The average water usage for the last 12 months is 0 gallons with a minimum sewer charge of \$18.50.

The January water usage was 57,350 gallons with a sewer charge of \$538.12

Vice President Vojtko moved to adjust the sewer account for 205 E. Michigan Street to the 12 month average of \$18.50. The motion was seconded by Council Member Rypma and passed 3-0.

Bills to be Paid

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

Adjournment

Upon a motion by Council Member Rypma and second by Vice President Vojtko the meeting was adjourned at 6:25 PM.

Ken Carter, Council President

Attest:

Susan I. Moffitt, Clerk-Treasurer