

**New Carlisle Town Council**  
**124 E. Michigan Street, New Carlisle, Indiana**  
**General Meeting, August 8, 2017 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, Council Member Vermillion, Council Member Budreau and Clerk-Treasurer Susan Moffitt present.

Also in attendance were Andrea Halpin, Jared Huss, Josh Schweizer, Jill Doll, Jeff Roseboom, John Mrozinski, Jason Quirk, Bob Middlebrook, Carol Middlebrook, Sandy Raabe, Marcy Kauffman, Chris Moffitt, Amy Moffitt, Larry Hooten, Willett Hooten, Ryan Mann, Linda Moss and Joe Kafka.

**Approval of Minutes**

Council Member Budreau moved to accept the minutes of the July 25, 2017 general meeting and work session as written. The motion was seconded by Vice President Vojtko and passed 4-0.

A memorandum of the August 1st work session was tabled.

**Public Comments**

- Chris Moffitt and Larry Hooten – West Front Street

Mr. Moffitt and Mr. Hooten presented a petition requesting that the Town consider a semi-annual inspection of rental properties that they feel would add value to the Town. They expressed concern about the lack of maintenance on rental properties with issues that include gutters falling down, sleeping bags used for doors, broken windows, porch railings falling off and yards that are not mowed and/or weeds that are overgrown in the 100 block of West Front Street. They also presented pictures taken on 7/17 when Code Enforcement submitted warnings and it was cleaned up and pictures from last Saturday that represent the same properties.

Mr. Moffitt stated that he feels oversight of tenants is needed as well because they spend a lot of time calling the police and he knows that other towns not only inspect the properties but they also hold landlords responsible for tenants in their homes. Mr. Hooten stated that he recently found needles behind his property. They both have spoken with Council Member Budreau who is behind them and suggested forming a small committee to research various options.

President Carter stated that in speaking with Mrs. Hooten previously, he stressed the importance in calling either the town hall or police department, depending on the situation, so that these issues can be documented. Mr. Hooten stated that they have made many, many calls regarding these residences.

Mr. Moffitt offered to share examples of regulations from other communities that he had found.

Sue stated that the Council had initially investigated options regarding rental property registration and inspections several years ago. Unfortunately at that time there was a bill that would prevent new rental property inspections from being instituted by municipalities and it could not move forward. During that time we obtained quite a few registration and inspection examples and have those as well as the one recently adopted by Muncie for review.

Council Member Budreau suggested establishing a small independent committee to work on this if possible.

President Carter thanked Mr. Moffitt and Mr. Hooten.

## **Employee Reports**

### Attorney Andrea Halpin

Andrea reports that she has been advised by attorneys for SJEC that they would like to include Phase 2 with the current agreement which will result in a cleaner, neater contract. Changes will be sent as soon as possible. President Carter questioned whether these changes will delay turnover of the water treatment plant. Jared replied that this should not involve any change in the timeline.

Andrea has also worked on research of promotional funds, assistance with the oxygen contract for the fire department and numerous public records requests.

### Chief Josh Schweizer- ambulance here on or around October 31<sup>st</sup>

Josh reports that the new ambulance will be ready sooner than expected and should arrive October 31<sup>st</sup>.

### Engineer Jared Huss

Jared reports that the planning session with Lehman and Lehman went well. Mr. Lehman will provide two higher level options for master plan updates.

Jared also reported the following:

- Community Crossings Grants should be awarded soon.
- The HVAC evaluation is complete and will need to be finalized.
- 2017 Sidewalk inspection proposal is on the agenda for tonight
- We need to determine estimates for shelf ready projects for Community Crossings 2018
- Training is complete for the new water treatment plant.
- We are awaiting a response from Mr. Colins regarding the Prairie Ridge Apartment proposal.
- Awarding of the 2017 Sidewalk project is tonight with a NTP to be issued August 22<sup>nd</sup>.
- The county is performing a TIF water study in advance of existing water treatment plant upgrades. The existing water treatment plant assessment report is expected by the end of August.
- The county and SBN are performing a joint sanitary sewer study for the TIF and surrounding areas.

Vice President Vojtko questioned whether there was discussion with Norfolk Southern about falling debris from the overpass when the tree fell and needed to be removed. President Carter sent a message to NS and reports that it was INDOT that removed the tree.

## **Old Business**

- Awarding of 2017 Sidewalk Contract

Following review, Lawson Fisher recommends that Northern Construction Service Corp. be awarded the 2017 Sidewalk Project for the bid amount of \$109,985.90.

Council Member Rypma stated, for those in attendance that may be unaware, Northern Construction has done projects for the Town in the past and has done outstanding work. He

stressed that the Town doesn't always take the lowest bid, but the most responsive and responsible.

Council Member Vermillion moved to accept the Northern Construction Service bid of \$109,985.90 for the 2017 Sidewalk Project. The motion was seconded by Vice President Vojtko and passed unanimously.

- Proposal for 2017 Construction Observation Services

A proposal from Lawson Fisher for 2017 Construction Observation Services for an amount not to exceed \$18,600 was presented.

Vice President Vojtko moved to accept the Lawson Fisher Construction Observation Services proposal, not to exceed \$18,600, as presented. The motion was seconded by Council Member Vermillion and passed 4-0. Council Member Budreau abstained.

### **New Business**

- Harris Street Right of Way

Jared prepared a letter concerning the sidewalk requirements for 204 Harris Street. After some research, review of the site and discussion, Jared reports that there is no right-of-way to install sidewalks in on the east side of Dunn Road between Ada Street and Compton Street.

Because sidewalks are required in the Town Code, a motion to waive the sidewalk escrow and sidewalk installation for 204 Harris Street was requested by the Clerk's office.

Council Member Vermillion moved that, due to there being no room in the right-of-way to install sidewalks, the requirements for sidewalk escrow and sidewalk installation at 204 Harris Street, be waived. The motion was seconded by Council Member Rypma and passed unanimously.

### **Ordinances and Resolutions**

- Ordinance #1347 – An ordinance establishing the annual electric tracking factor adjustment (decrease) - 1<sup>st</sup> reading

President Carter noted that the electric tracker will result in a decrease for customers this year. Sue noted that the decrease will be \$16.05 for 1000 kw or \$11.24 for the average home usage of 700 kw.

President Carter read Ordinance #1347 by caption only for the first reading.

- Ordinance #1348 – an ordinance adopting the 2017 supplement for the Town Code – 1<sup>st</sup> Reading

President Carter read Ordinance #1348 by caption only for the first reading.

### **Council Reports**

Council Member Rypma

Council Member Rypma thanked the police, fire and emergency medical services for assistance with a situation yesterday just outside of town.

Council Member Rypma questioned whether Jason knew about the increase in rates that AEP has proposed for its customers. Jason stated that his understanding is that they are proposing a 20% increase which has not yet been approved.

The issue that Council Member Rypma had previously mentioned regarding carbon monoxide levels in the Ford SUVs is being checked into and he reports that the town vehicles checked to date have had acceptable levels.

Vice President Vojtko

Vice President Vojtko reports that the NCPL is seeking a new library director to fill the vacancy left by Lisa's move to California.

August Concerts in the Park will be held on Thursday this week and then Wednesdays for the remainder of the month. Vice President Vojtko invited everyone to attend with music starting at 6:30. The United Methodist Church is again providing popcorn and bottled water during the concerts.

Council Member Budreau

Council Member Budreau asked for approval to look at forming a committee for rental properties in town. President Carter stated that he and Bob Middlebrook are currently looking at several ordinances including one adopted by Muncie, Indiana, this year. President Carter stated that further research and review by the attorney of what they have prepared to date will be required. President Carter would like to get property owners to do something proactively rather than reactively.

Council Member Vermillion

They held a utility supervisor meeting this morning.

Council Member Vermillion stated that, in reference to the discussion at the last meeting, he feels that 25 miles per hour is fast for the area which is near the school and library and feels that a four way stop at Bray and Dunn would be appropriate.

President Carter

President Carter read a letter from Malarie Pierce of the Park Board regarding tree replacement. They suggest a one to one replacement for removal of trees from tree lawns whether the trees are removed due to the health of the tree or to infrastructure improvements. They have also prepared a draft addendum to the existing tree lawn regulations for consideration. Their recommendation was taken under advisement.

Jared stated that trees in tree lawns can be an issue especially concerning utilities but feels tree replacement is also critical in appropriate places.

President Carter stated that the Town received a letter from Richard Geiger of US 20 in Rolling Prairie requesting information to hook up his property on 900 East in New Carlisle, which is the parcel north of CVS, to the Town sewer system. The Council gave permission to Jared to look into cost estimates, etc.

President Carter stated that a "Grand Re-Opening" with a ribbon cutting is being planned for August 26<sup>th</sup> which is also the day of the DNC Beer and Wine Walk. Senator Donnelly has been invited and there will be a band and refreshments in front of the town hall. The previously discussed idea of coupons will not be possible but Discover New Carlisle has asked that the Town share in the cost of advertising the "Grand Re-Opening" and Beer and Wine Walk. They are receiving a drastically reduced rate for the ads that will invite people back to town and will run on WSBT throughout the day time hours as well as during prime time for a total cost of \$1875.

Jared said that Lawson Fisher is willing to contribute to either advertising or refreshments and also feels that we should invite INDOT and Norfolk Southern as an opportunity to build relationships.

A motion to use \$1,500 of Council promotional funds for the WSBT advertisements was made by Council Member Rypma and seconded by Council Member Vermillion. The motion passed unanimously. Lawson Fisher will donate the remaining \$375 for the cost of advertising.

#### **Bills to be Paid**

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

#### **Adjournment**

Upon a motion by Council Member Rypma and second by Council Member Vermillion the meeting was adjourned at 6:10 PM.

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Ken Carter, President

Attest:

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Susan I. Moffitt, Clerk-Treasurer