

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, December 12, 2017, 5:00 PM

The meeting was opened with the Pledge of Allegiance.

President Carter called the general meeting to order at 5:00 PM 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, John Mrozinski, Josh Schweizer, Jill Doll, Jim Hardy, Jim Trotter, Dave Doll, Ryan Beale, Carol Middlebrook, Marcy Kauffman and Bob Middlebrook

Approval of Minutes

A motion to approve the minutes of the November 28, 2017 Public Hearing and General Meeting and the December 5, 2017 Special Meeting as written was made by Council Member Vermillion and seconded by Council Member Rypma. The motion passed with Council Member Budreau abstaining from the November Public Hearing and General Meeting and Vice President Vojtko abstaining from the December 5 Special Meeting.

Employee Reports

Public Works Director John Mrozinski

John reports that he met with Donahue and Associates on Wednesday, December 6th regarding water testing as part of the St. Joseph County Master Plan.

John also reports the following:

- The town completed leaf pickup on December 5th
- Utility pole replacement continues on poles that have been red tagged.
- He continues working on the Bray Street left station quotes
- Work on the water plant assessment with Donohue and Associates continues
- He is awaiting a response from Surf Air Wireless.
- Stop signs will be installed soon, weather permitting.

Vice President Vojtko questioned the length of time given to Surf Air to complete the agreement and John replied that he gave him three to four days.

Attorney Andrea Halpin

Andrea reports that they are working with SJEC counsel on the contract. They have decided it would be best to have a title report to make sure the title is clean before transfer. There was a little confusion but Meridian Title will handle the closing. The town has completed everything required of us at this time.

Engineer Jared Huss

2017 Community Crossings project will be advertised on Thursday. Two roads were removed because of their status. January 9th will be the bid opening and we will also award it that day in order to allow ample time for Sue to get the contract from INDOT. This will be a different type of

treatment than we have used before, a type 2 slurry seal, which is used in neighborhoods throughout the county. Inlets will be protected, and they will coordinate with the public including town hall, utilities, both chiefs and the school. Someone will be on site to inspect.

2018 community Crossings will require better identified projects so that we are ready.

The existing water treatment plant was evaluated by Donohue and we have received a draft report that John is reviewing. Jared would like to finalize the HVAC with Donohue and get our internal report finalized and to the county as well.

Lawson Fisher will have a contract for annual engineering services prepared for the next meeting.

Jared reports that both President Carter and Council Member Vermillion met with Chuck Lehman regarding updating of the Town Master Plan and it is moving forward.

Old Business

- Jim Hardy – A/V Equipment

Jim Hardy, president of Converged Communication Partners was in attendance to discuss what he feels is a discrepancy of what was approved in the minutes for the A/V equipment that was installed.

Mr. Hardy stated that the project was quoted in three different quotes with the first being \$7,500; a second quote for \$10,500, which added 8 wireless microphones, mixer and digital interface for recording. The third quote was given due to a request for ADA compliant headsets. Mr. Hardy stated that each quote built off of the original quote. He stated that he was told by Sue that the Council never approved the \$3,000 for recording equipment but his review of minutes did not show any amount was approved outside of the ADA compliant headphones. He stated that he met with the treasurer and later the safety person who never told him this wasn't approved and that he was never told that the recording portion was not approved. He stated that there is an outstanding balance of \$4,286.36, which is the cost of the recording equipment and additional electrical work that they performed that was not completed by the town.

Council Member Rypma stated that no one disputes anything except that the Council clearly voted to not include the recording equipment.

Mr. Hardy stated that the ADA equipment will not work without the full previously quoted invoices.

Andrea stated that we are not prepared to discuss legally whether Mr. Hardy is in the right or wrong, but if necessary we will hold a special meeting to further discuss this issue.

Council Member Rypma stated that the first paragraph of the quote states that all material, labor and equipment for installation are included.

President Carter stated that there is nothing included in the quotes about the need for all parts of the quote in order for the ADA equipment. Council Member Vermillion expressed agreement with President Carter in that no one knows that ADA headsets require recording equipment because we are not A/V equipment experts.

Sue read from the minutes of the March 8, 2016 meeting that include approval of the quote less the \$3,000 recording equipment for a total of \$7,500. She said that Josh Schweizer emailed her the morning following the approval to report that the quote used at the meeting did not include the \$1,500 for the ADA headsets. Sue reports that she then sent an email to the Council explaining that the headsets were not included and she was asked to add this to the agenda for the following meeting. At the next meeting, the Council approved the additional \$1,500 for a total of \$9,000. Sue stated that she did not inform Mr. Hardy that any portion of the quotes were approved.

Mr. Hardy stated that there were no March 8, 2016 minutes on the Town's website. Andrea stated that we will gladly supply a copy of those minutes from the records for Mr. Hardy.

President Carter asked Mr. Hardy who told him the quote was accepted and Mr. Hardy replied that Josh did. President Carter suggested that he speak with Josh about the confusion.

Andrea requested that no one do anything further until a work session for discussion can be held and stated that Sue would email notice of the work session to Mr. Hardy when a date is set.

New Business

- Fire and Ambulance Equipment to be Declared Surplus

Chief Josh stated that he would like to add one power load cot to the list of items to be declared surplus.

Andrea explained that any entity in the county has first right of refusal and then the surplus equipment can be sold to anyone in the state. Chief Josh estimates the cot is worth approximately \$3,000.

Chief Josh will send out first right of refusal documentation.

President Carter stated that at the last meeting we discussed possibly looking into scrap value for #943 and the old ladder truck. Chief Josh cautions that the tanker will need to be fixed and that he wants to hold onto the old #943 tanker while repairs to it are made.

Council Member Rypma moved to declare the power load cot and the 1987 Wolverine Tanker as surplus. The motion was seconded by Vice President Vojtko and passed unanimously.

Ordinances and Resolutions

- Ordinance #1354 –2018 Salary Ordinance for Elected Officials

President Carter read Ordinance #1354 in entirety for the second reading.

Council Reports

Vice President Vojtko

Vice President Vojtko reports that the Solid Waste District has moved to west side of South Bend. The Board placed ads on the paper and were surprised by the good response they have received.

Council Member Budreau

Council Member Budreau said that he saw John Mrozinski out working this weekend and feels that it speaks volumes of a leader. He said that others continue to look at us compared to other cities and towns and he feels we set the standard.

Council Member Vermillion

He and President Carter are working with Lehman and Lehman right now on updating the master plan and they will be collecting addresses, emails and phone numbers to begin conducting interviews soon.

Council Member Rypma

Council Member Rypma congratulated Bob Middlebrook on his recent election as chief of the fire department and said that he looks forward to working with him.

President Carter

President Carter acknowledged receipt of the signed Annual Certifications of Elected Officials for Compliance with Municipal Nepotism Policy Involving Direct Line Supervision and Certifications on Compliance with Municipal Contracting Policy forms presented by council members and the clerk-treasurer.

President Carter wished everyone a happy and joyous new year.

Clerk-Treasurer

Sue asked that the Council set the date for the final meeting of the year. The date was set for December 28th at 5 PM.

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 Vermillion and second by Council Member Budreau the meeting was adjourned at 5:40 PM.

Ken Carter, President

Attest:

Susan I. Moffitt, Clerk-Treasurer