

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
Special Meeting, December 28, 2021, 11:05 AM

President Rush called the meeting to order at 11:08 AM with Vice President Kauffman, Council Member Budreau, Council Member Doll and the Clerk-Treasurer present. Council Member Colanese was absent.

- 2022 Contracts

2022 Contract with Baker Tilly

Council Member Budreau moved to accept the Baker Tilly contract as presented. The motion was seconded by Council Member Doll and carried 4-0.

2022 Humane Society Contract

The contract contained the change to include Juneteenth as a holiday.

Vice President Kauffman moved to accept the Humane Society Contract as presented. Seconded by Council Member Budreau the motion carried 4-0.

2022 Halpin Slagh Contract

The contract contains a change in the flat monthly fee to \$1,600. Council Member Budreau moved to accept the Halpin Slagh contract as presented. Seconded by Council Member Doll the motion carried 4-0.

2022 Lawson Fisher Associates Contract

The contract reflects a 5% increase but also no mark-up for subconsultant contracts. Council Member Budreau moved to accept the LFA contract as presented. Seconded by Council Member Doll the motion carried 4-0.

Council Member Budreau expressed that he believes it is very good for the Town to have the excellent on-going working relationships with both Lawson Fisher Associates and Halpin Slagh and the continuity that brings.

2022 Cleaning Contract

The Council received two quotes for town hall cleaning. Both quotes were for cleaning of the town hall, clerk's office and council room. One quote included carpet cleaning and tile floor cleaning in addition to town hall cleaning.

Council Member Budreau moved to accept the quote from Pam's Cleaning Service with the additional options of carpet and tile cleaning. The motion was seconded by Council Member Doll and passed 4-0.

- Change Order Approval - Ada Street Project

A change order for the Ada Street Restoration Project was received in the amount of \$15,937.80. Jared reported that the final project cost came in under the bid with change orders.

A motion to approve the change order in the amount of \$15,937.80 was made by Council Member Budreau and seconded by Council Member Doll. Motion carried 4-0.

Final Pay App, Release of Retainage and the 3 Year Maintenance Bond for the Ada Street Reconstruction Project were presented. Final Pay App for the Front Street Sidewalk Project was also presented.

- Employee Certification

President Rush reported that Tristen Drake received his water and wastewater licenses earlier this year and received a raise of \$1.00 per hour for each certification last month. Tristen has requested that he be paid retroactively to the date he received each those licenses.

Council Member Budreau stated that he feels once the vote is taken on the salary ordinance for all employees, the Council should sit down with each department head to be certain that everyone is aware of any additional pay outside normal pay, such as for certifications, etc., that is available, how that works, that it must be included in the job descriptions and must be brought before the Council for approval. President Rush stated that she did have a basic discussion with the department heads when they met to go over proposed raises for the 2022 salary ordinance, but agrees that we need to determine what certifications are needed for each department, the number required for each department and any other pertinent information so that it can be included in job descriptions and future salary ordinances.

Following brief discussion, a motion to pay Tristen Drake, retroactively to the date of each certification, \$1.00 per hour for the Water Certification and \$1.00 per hour for the Wastewater Certification, with his final payroll of the year, was made by Council Member Budreau. Vice President Kauffman seconded the motion which carried 4-0.

- Resolution #21-12-28-01

President Rush read Resolution #21-12-28-01, a Resolution for the Transfer of Appropriations, in entirety.

A motion to adopt Resolution #21-12-28-01 was made by Council Member Budreau and seconded by Council Member Doll. Motion carried 4-0

- Resolution #21-12-28-02

President Rush read Resolution #21-12-28-02, a Resolution for the Transfer of Appropriations from the MVH Fund and MVH Restricted Fund to the Local Road and Bridge Matching Fund, in entirety.

A motion to adopt Resolution #21-12-28-02 was made by Council Member Budreau and seconded by Council Member Doll. Motion carried 4-0

- Ordinance#1420- A salary ordinance for employees of the town

President Rush read Ordinance #1420 by caption only for the third and final reading.

A motion to adopt Ordinance #1420 was made by Council Member Budreau and seconded by Vice President Kauffman. Motion carried 3-0. Council Member Doll abstained.

- Bills to be Paid

Council Member Budreau moved to pay all bills as presented on the Claim Docket. Motion seconded by Council Member Doll and carried 4-0.

Signed copies of the Annual Nepotism Policy and Annual Contracting Policy were presented to President Rush by each Council Member. The Clerk-Treasurer presented her signed Annual Nepotism Policy as well.

President Rush reported that she received an email from Abby Wiles of APC asking for the Town Council's support for the reappointment of Joe Veleman of Osceola to the BZA. There was brief discussion and the Council expressed support of this continued appointment. President Rush will inform Abby Wiles.

Andrea reported that the liens on the Zigler Street property have been paid in full and the Town has received payment.

Jared reminded everyone of the January 6th Holiday Celebration at Moser's.

Upon a motion by Council Member Budreau and second by Vice President Kauffman the meeting was adjourned at 11:37 AM.

Samantha Rush, President

Attest:

Susan I. Moffitt, Clerk-Treasurer