

**New Carlisle Town Council**  
**124 E. Michigan Street, New Carlisle, Indiana**  
**General Meeting, July 20, 2021 , 6:30 PM**

The meeting was opened with the Pledge of Allegiance

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

Also in attendance: Andrea Halpin, Jared Huss, Perry Hinton, Tom Baker, Jill Doll, Jason Quirk, Carol Middlebrook, Dan Caruso, Will Miller.

**Approval of Minutes**

Council Member Doll moved to approve the minutes of the July 7, 2021 Executive Session, Special Meeting and General Meeting as written. The motion was seconded by Vice President Kauffman and carried 4-0.

**Ordinances and Resolutions**

- Ordinance #1415 – An Ordinance Amending Ordinance #1403 and approving increased spending for a project for the benefit of the Fire Territory.

Olive Township Trustee, Will Miller, explained that basically the cost of the station renovation has gone up and so the resolution passed by the Town before was to allow spending of \$750,000 and the territory now needs the approval to increase that to \$1.3 million but actually that needs to be changed to \$1.4 million. He reported that they did receive funding from the RDC for \$650,000 for the additional cost. Council Member Doll questioned how to assure that these funds can be spent on only the station renovation and also that they won't go back and ask the RDC for more like what happened with the ladder truck. Will responded that this is a one-time deal and we can't do that. President Rush asked who would be responsible for any overage if the project does go over and Will responded that it would be the Town and Township. He said that he has spoken with Core and they are comfortable and there is a small contingency of approximately \$20,000. Will added that we could pull the funding from Hudson if they renew for 2022 and delegate some of those funds if they have to, but unless they get into something way outside then it should be fine. President Rush asked if we have info on what could be cut from the project if needed. Will responded the lighting but it doesn't really make sense so now is the time to do it. President Rush expressed her concern that if the project goes over the \$1.4 million, the territory, which essentially means the town and township, are responsible. She said that she would like some sort of official list of items totaling \$100-\$200K that could be cut from the project if needed. Will said that there is an executive meeting tomorrow and representatives of Core will be there and he can ask if the architect can work with him to see what that would be. President Rush explained she would like to see a list of items that could be cut, not just because of what happened with the fire truck, but also because of shortages, etc. Will replied that the contract locks in the price for everything and it would be on the contractor then. He said that the biggest thing would be plumbing such as clay pipe that isn't repairable but the rest is basically new, including HVAC and electrical with no major structural items, so there aren't a lot of unknowns. President Rush stated that it would be great to know those things. Jared asked if there was a value engineering process so that if there is something top-

end, it could be substituted if necessary to reduce costs. Will stated that everything is pretty basic, even the appliances, but those could be paid for from another fund and the flooring could be concrete instead of hard surface floors. Council Member Doll asked if moving doors included in the original plan was removed and Will said they were taken out but then put back in. Council Member Colanese said that the stairway switched direction and that wasn't originally included and Will said they are framing around it to be able to have an air lock.

President Rush read Ordinance #1415, an ordinance amending Ordinance #1403 and approving increased spending for the benefit of the fire territory, by caption only for the first reading.

Will Miller explained that he needs this ordinance signed tonight as Olive Township is voting tomorrow and then they have to have the paperwork complete by Friday. President Rush stated that if we can get the list of \$150-\$200K worth of projects, the Council could hold a special meeting forty-eight hours after. Will replied that that won't work because it needs to be done by Friday during the day or it goes back to bid. He said that if the project were to go over, the township would be able to figure out where to pull those funds from and we are basically signing the contract for \$1.3 million and some change. Andrea suggested a change could be made to the ordinance to say that a change order must be approved by the Town Council for any overages.

Council Member Doll asked if the bids expire on Friday and Will responded that they do. Jared suggested that we post a meeting tomorrow morning to be held on Friday morning and get the requested list from Core so that the Council could consider it to be added to the ordinance and also include the requirement of Town Council approval. Will stated that they are expecting the signed documents tomorrow evening if it is a go and asked if the project goes over \$1.4 million would the town not be responsible because of what they are passing? Andrea explained that we originally said not over \$750K and receiving this change to \$1.3 million at the last minute feels rushed to everyone. Will responded that if it goes to \$1.5 million for some reason and they don't get Town approval then what happens? Andrea explained that we aren't the provider unit and are counting on Will to provide all of the information so that the Council is fully informed. Council Members Doll and Colanese commented that the door changing was out and now it is back in. Council Member Colanese said that doesn't feel very transparent. Council Member Doll questioned why it was added back in if we were trying to be careful with the project cost. President Rush also questioned why changes to the plan were made after agreement. Council Member Colanese explained that Core had prepared a drawing that wasn't to scale or even drawn properly and so he drafted an accurate rendition of the plan that they had decided on. Will responded that these folks (Council Members Doll and Colanese) are on the territory executive board. Council Member Colanese said he is totally on board and no one is to blame for this and said that we got bids but they are too high and we have been bailed out and now have to act by Friday. President Rush stated that none of this was talked about at our meetings when she asked for updates on the project and fire territory and so she doesn't know why moving the doors got put back into the project. She stated that we did only the first reading of the ordinance tonight but if someone feels she is wrong to do this, they can make a motion and she will move forward. Council Member Doll stated he wants a guarantee because he feels that we shouldn't be going over the \$1.3 million and need to be sure that nothing additional comes up in the future. Council Member Colanese said that we accepted the bid and that is the cost.

Andrea asked, in a worst case scenario, what is the safety valve for the Town so that taxes don't need to be raised again? Will replied that this is a bid and not an estimate, so the project has to be what it says. Jared said that we are in a difficult situation and trying to decide how to move forward judiciously, but in a similar process with the fire truck, the costs escalated during the project and the Town is trying to protect itself. It is good to consider that the County has stepped up to cover this additional cost but agrees that going back to bid is not a good idea in this climate. He said that we do know that the design team involved is also involved in the Penn Fire renovation and they have seen cost increases as well which is why the Council is being cautious. The RDC has made it very clear this isn't an open checkbook and so if there is a way to indicate that 'any overages must be covered' included in the contract it would be good. Jared feels that we must protect the Town as much as we can but also not go back to bid. The other path would be to amend the ordinance tonight with a write in so that we can move forward. Will asked if our guarantee wasn't included in the first ordinance?

Following discussion, Andrea stated that we could hold an emergency meeting on Thursday to avoid having the deadline lapse that would require the project to go back out to bid and she can amend the ordinance to include the changes. Jared suggested meeting with Core and obtaining a list as was requested for passage of the ordinance for the emergency meeting. President Rush asked if we can see the project bids that were received. Council Member Colanese responded that he has that at home and can send them to everyone but everyone already got them. Council Member Doll clarified that he did not receive a copy of the plans and that only three copies had been made available. There was discussion regarding sharing of information so that everyone is kept informed about all aspects of the fire territory. Will reported that there were a lot of bidders and so this is a good bid and Core evaluated the project to make sure everything is in there so it isn't like someone could leave a major part out. An emergency special meeting was set for Thursday, July 22 at 2 PM.

### **Visitor Comments**

- Dan Caruso

Dan informed the Council that in reference to his comments from last month, on the 13<sup>th</sup> the APC tabled the property at SR2 and US 20 so they don't have to wait the six months to reintroduce it.

### **Employee Reports**

- Chief Tom Baker

Has received the test results of the four applicants and we will move ahead with interview portion of the hiring process next. For Home Town Days he has both the SJC Reserves and VEST committed to assist with traffic for the parade. He will be staying over and Brent will be working the weekend as well.

- Attorney Andrea Halpin

Has been working on various odds and ends, dealing primarily with employment issues.

- Town Crew Supervisor Perry Hinton

Council Member Colanese asked if Perry will have 'do not cross' tape around the gazebo during the festival? Perry said that the snow fence currently in place will be left to protect the landscaping project the Park Board has in progress but the gazebo will still be usable.

- Engineer Jared Huss

The Ada Street Reconstruction Project preconstruction meeting will be set for the first week of August and he will email everyone tomorrow. We need to break down the bid for submittal to INDOT for the CCMG. He has asked HRP for a quote for the small watermain fix on Filbert Street that needs to be done during the reconstruction.

The South Bend rate hearing Sue sent out information on will impact the Town and he suggests someone from the Town attend, either the Council as a whole or a couple of members. Their ordinance lays out a pretty significant rate increase and we want to better position ourselves and our residents. It is a public hearing so it is wise to ask questions on how it could impact the Town and to continue to work with the Town's partner on sewer rates and what that may look like.

He is meeting tomorrow with Perry and Jerry on water projects in the town. He would like get the Council together with Tek and Kote, our financial consultants and Donohue for discussion as there are a lot of federal dollars out there for projects.

Jared has prepared and sent out a request for professional qualifications for splash pad design and asked that they be submitted by next Friday. The sidewalk project will be advertised on the 5<sup>th</sup> and 22<sup>nd</sup> with bid openings on August 3<sup>rd</sup>. The US 20 water main and pressure reducing station transfer agreement that Perry has been asking for is being prepared by St. Joe County.

### **New Business**

- Approval of Lawn Mower Purchase for the Water Treatment Plant

A quote for the purchase of a new lawn mower for the water treatment plant from K Tool in La Porte for \$11,308.00 was presented. Council Member Doll moved to approve the lawn mower purchase from K Tool of LaPorte for an amount not to exceed \$11,308. The motion was seconded by Council Member Colanese and passed 4-0.

- Accounts to be Written Off and Sent to Collections

A motion to approve the write-offs in the amount of \$5,456.52 as presented and forward those to collections was made by Council Member Doll and seconded by Vice President Kauffman. Motion carried 4-0.

- Request for Adjustment – 508 Elm Street

The owner of 508 Elm Street recently experienced a water leak and submitted a request for an adjustment to the sewer portion of the bill because the water did not go into the sewer. Perry was able to confirm that the water from the leak went down the driveway and into the street and did not go into the sewer system. A motion to approve the adjustment of \$34.40 for 508 W. Elm Street was made by Vice President Kauffman and seconded by Council Member Doll. Motion carried 4-0.

### **Council Reports**

#### **Council Member Doll**

Reported that the Cemetery Board met today and have revised the pamphlets a little to include a space for the lot number and family on the back. Perry has obtained plots for the first section in the new cemetery addition. 15 to 20 grave locations have been marked out for repair and Dave from Chisel Chest feels that by going with a different guy for concrete work he will be able to fix all of those for the \$10,000 dedicated to cemetery repairs.

#### **President Rush**

President Rush was informed earlier today that the trailer park will be mowed tomorrow. Perry responded that if it isn't, it will be mowed by Friday. President Rush asked if there had been any progress on the website and Sue reported that the employee working on it had not had any success and perhaps it is time to look into a new website. Jared said that LFA recently spent approximately \$10K to redo their website and then pay approximately \$1800. The company used for the update also trained someone at LFA to do content update.

### **Bills to be Paid**

Council Member Doll moved to pay all bills as presented on the Claim Docket. The motion was seconded by Vice President Kauffman and passed 4-0.

### **Adjournment**

Upon a motion by Vice President Kauffman and second by Council Member Doll the meeting adjourned at 7:30 PM.

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Samantha Rush, Council President

Attest:

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Susan I. Moffitt, Clerk-Treasurer