

**New Carlisle Town Council**  
**124 E. Michigan Street, New Carlisle, Indiana**  
**General Meeting, November 11, 2014**

The meeting was opened with the Pledge of Allegiance.

President Colpitts called the meeting to order with Vice President Higgins, Council Member Vojtko, Council Member Gelow, Council Member Carter and Clerk-Treasurer Sue Moffitt present. . Also in attendance were Jared Huss, Tim Conley, Chuck Leone, Mary Ann Swope, Josh Schweizer, Chris Antonucci, Jeff Roseboom, Brian Countryman, Jill Doll, Cal Dittmar, Aaron Rypma and Nick Zarate.

President Colpitts welcomed everyone and thanked all of those who have served and those currently serving our country.

**Minutes**

Council Member Gelow moved to approve the minutes of the October 28, 2014 General Meeting as written. The motion was seconded by Council Member Carter and passed unanimously.

**Employee Reports**

Chief Jeff Roseboom

Reports that the ADA compliant automatic entry doors for the town hall are being installed with completion expected this week.

Attorney Chuck Leone

They have been working on employee issues, capitalization ordinance and fire truck specs.

Engineer Jared Huss

The drainage improvements on both Bray Street and the town parking lot will begin this week. Tim is handling the resident notifications.

He is working on drainage issues at Ben and Bray and also conceptual cost estimates for Zigler Street.

Jared reports that he has prepared information for possible street paving projects in 2015 and provided the info to the town manager. He feels that a work session to go over these options with the council would be beneficial. President Colpitts requested that newly elected council member, Aaron Rypma, be included on pertinent information regarding upcoming street and sidewalk projects as he will be making decisions on many of them. Tim will forward the information prepared to all.

Thunderbird and Potawatomi are targeted for the sidewalk project next year.

Vice President Higgins questioned why we will again deviate from the 25 year plan that was established. Jared stated that he did not take part in the creation of the sidewalk plan but feels that addressing all issues involved when doing each phase of the sidewalk project is best. The plan

designates the 100 block of E. Front Street as the next phase but this area will include many issues including existing infrastructure as well as the street and will require much additional planning.

Council Member Vojtko asked Jared about the sidewalk area near the fire department where the concrete has failed. Jared advised that it will not cause any problems for the winter so will be added to the sidewalk project year as it would be much more expensive to have it spot done.

Town Manager Tim Conley

Has scheduled four interviews this week for in-house candidates interested in the utility position.

The drainage projects will be beginning by Thursday afternoon.

Has asked that Lawson Fisher give a cost estimate for any project they design so that we know a capped amount for each project.

Tim has asked for an estimate for water infrastructure improvements on Bellevue and has also asked John Mrozinski about interim improvements that can be done to address this issue to get thru the winter.

Recently rode around with John and Jared to develop a list of projects going forward.

Tim reports that John Mrozinski has obtained a quote for work on the force main sewer, including boring under Cherry Street, to intercept with an existing sanitary main to alleviate issues with freezing experienced last winter. He would like approval of the quote from H & G for the sewer work. He will be meeting with another company tomorrow and if the price of their quote is better he would move forward with them.

Jared has some experience working with H & G on projects such as this and they are a viable firm that is currently doing some work for Mishawaka.

Council Member Gelow feels that although this does need to be done it is the wrong time of year to be doing this kind of work.

Council Member Vojtko motioned to move forward with the boring project on Cherry Street at a cost not to exceed \$14,995. Seconded by Vice President Higgins the motion passed unanimously.

Electric bucket truck has been recertified.

Water plant successfully switched operation to the other side on Nov. 3<sup>rd</sup>.

WA Jones held training on the new dump truck for the town crew.

40 tons of salt ordered earlier in the year is scheduled to be delivered this week.

Leaf pick up continues

The Cemetery Board has asked Tim to bring their recommendation for cemetery improvements that consist of the addition of cremation plots and construction of corresponding burial monuments to the Council for approval to begin the project.

Carolyn motioned to approve the contract for cemetery improvements with Gary Lawson in 2015 at a cost not to exceed \$12,400. The motion was seconded by Council Member Vojtko and approved unanimously.

Reports that holiday decorating has begun including checking lights on the buildings and receiving the decorations from Christmas in New Carlisle.

Participating with Sue in a phone conference with Umbaugh this Thursday on Capital Assets.

Attended the New Carlisle Business Association meeting last week.

### **Old Business**

- Bldg Permit Fees

Building Inspector Bob Middlebrook met with the town manager recently to discuss the permit and contractor registration fees. Bob has gone to other area building departments to get their fee schedules for comparison and Tim hopes to have a revision to our fee schedule by the end of the year. President Colpitts reminded Tim that he will need to rewrite the ordinance for this.

- Annual Contracts

All 2015 contracts should be ready for the next meeting with approval at the first meeting in December.

### **New Business**

- New Fire Truck

Last year the Fire Department informed the governing bodies of necessary fire apparatus replacements in the next two years. A committee was formed and following many months of research and analysis, Fire Chief Josh Schweizer and the committee have determined that a Squad truck, which would combine two trucks, an engine and a rescue truck, would better equip the department to handle emergency responses as well as be more cost effective.

The committee has prepared detailed specs for a squad truck that would replace both Engine 91 and Rescue 91.

President Colpitts thanked Josh and the committee for their hard work and dedication.

Council Member Carter moved to approve the Squad bid specs as written following review by the attorney. The motion was seconded by Council Member Gelow and approved unanimously.

Council Member Vojtko questioned the effect that moving from two to one truck might have on our ISO rating. Josh advises that it will not have any negative impact.

### **Council Reports**

#### President Colpitts

The Council has received a special event permit application from Christmas in New Carlisle Special. The parade will require the closing of Michigan Street from Bray St. to Arch St. from 6 to 6:30 PM.

Council Member Gelow moved to approve the closing of Michigan Street on November 30, 2014 for the Christmas in New Carlisle Parade. The motion was seconded by Council Member Vojtko and passed unanimously.

#### Vice President Higgins

Vice President Higgins congratulated the two winners of the election and wishes them the best. She feels that President Colpitts has been a very strong leader and the town has made much progress under his leadership.

### **Clerk-Treasurer Report**

New Prairie Middle School students and teachers, as part of their celebration of “Make a Difference Day” raked leaves for approximately 35 of our town residents on November 7<sup>th</sup>. Project coordinator Kelle Cartwright and the students have been participating in this great project for fifteen years.

### **Bills to be Paid**

Council Member Gelow moved to pay all bills as presented. The motion was seconded by Council Member Vojtko and passed unanimously.

### **Adjournment**

Upon a motion by Council Member Carter and second by Vice President Higgins, the meeting was adjourned at 5:43 PM.

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Ronald Colpitts, Council President

Attest:

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Susan I. Moffitt, Clerk-Treasurer