

**New Carlisle Town Council**  
**124 E. Michigan Street, New Carlisle, Indiana**  
**General Meeting, January 14, 2016 5:00 PM**

The meeting was opened with the Pledge of Allegiance.

Clerk-Treasurer Susan Moffitt called the meeting to order with Council Member Vojtko, Council Member Carter, Council Member Rypma and Council Member Vermillion present. Council Member Budreau was absent.

Also in attendance were Chuck Leone, Jared Huss, John Mrozinski, Jeff Roseboom, Jason Quirk, John Gelow, Jill Doll, Josh Schweizer, Kregg Keigley, Dave Doll, Bob Middlebrook, Brian Countryman, Gary Lawson, Sandy Raabe, Mary Ann Swope, Carol Middlebrook, John Alvey, Kathy Aurenz, Marcy Kauffman, Tim Kaminski and Johnny Wyatt.

**Election of Officers**

The Clerk-Treasurer opened the floor to nominations for 2016 council president.

Council Member Vojtko nominated Council Member Carter to serve as president of the council for 2016. The motion was seconded by Council Member Vermillion and passed 4-0.

The Clerk-Treasurer turned the meeting over to President Carter.

President Carter opened the floor to nominations for council vice president for 2016.

Council Member Vermillion nominated Council Member Vojtko to serve as 2016 vice president. The motion was seconded by Council Member Rypma and passed 4-0.

**Appointment of Commissions**

President Carter appointed the following commissions for 2016:

Utilities	Dan Vermillion
Streets	Steve Vojtko
Parks & Cemetery	Jordon Budreau (to be filled by Ken Carter until Council Member Budreau returns from deployment)
Police, Fire & EMS	Aaron Rypma

**Minutes**

A motion to accept the minutes of the December 28, 2015 General Meeting as written was made by Vice President Vojtko and seconded by President Carter. The motion passed 2-0. Council Member Vermillion and Council Member Rypma abstained.

Vice President Vojtko suggested the addition of a liaison to the Business Association. President Carter and Council Member Vermillion will work together to attend these meetings.

**Public Comments**

- Kathy Aurenz

Kathy was in attendance representing Discover New Carlisle and reports that they have finally received their 501(c)3 designation. Kathy also suggested possibly creating a community development position and reports that DNC still has a balance of \$10,959.04 with some receivables outstanding.

- Kregg Keigley

He is one of the owners of 102 E. Front Street and became involved in the property because the Nagy family was in a pinch. He wants the lot finished as much as everyone else. There was a point when he received notice that he had 72 hours and he has been trying. There is a lot of preparation work that is not visible with all the digging and putting in pea gravel, fabric, etc. He has cracked concrete sidewalks that he will fix. He has a lot of money in barrels, barricades etc. that were required. Everything is time consuming and the weather hasn't helped. Leveling the ground is simple but he has had to move a lot of ground and dirt out of the way. He is receiving \$200 a day fines and stated that he is throwing himself at the mercy of the court. If he had a couple months he knows it will be done as winter being his slow time for work.

### **Employee Reports**

#### Electric Superintendent Jason Quirk

- They continue working on storm damage with replacement of 6 of 8 poles complete.

#### EMS Chief Brian Countryman

- He currently has three employees in Advanced EMT school.
- He is putting together an ad to fill the last full-time position
- Brian would like to move Capt. Nally to Assistant Chief.

President Carter stated that there was to be a contract between the employee and town for reimbursement of the full cost of the school should they leave employment. Brian stated that he did get an agreement from each employee verbally.

The Council requested that Chuck prepare a contract for employee signatures and council approval at the next meeting.

Vice President Vojtko moved to pay \$1500 for each employee to attend Advanced EMT School for a total of \$4500 upon execution of the contract.

Following further discussion, Vice President Vojtko withdrew his motion until contracts are signed.

#### Attorney Chuck Leone

- They have completed work on annual contracts and interlocal agreements

#### Engineer Jared Huss

- The School Zone layout is prepared. Signs will be ordered and he expects completion of this project within the next 2 months.

- RFP for new water treatment plant design has gone out. Jared will be meeting with SJEC Group on January 20<sup>th</sup> on the responses.
- We are waiting for the contract to be released for the existing WTP assessment.
- Brownfield Grant was approved. Jared has made confirmation with the American Legion and is awaiting confirmation from the Borkowski's.
- Enbridge pipeline work is on-going. They will be crossing our force main by a significant distance but Jared would like assurances and a warranty bond depending on standard procedure.
- He will be meeting with Bill Schalliol and Norfolk Southern Railroad on January 20<sup>th</sup>.
- He would like to have further discussion on retiring the 4" water main on East Michigan Street soon.
- We held a meeting with Jennifer Vandeburg of OCRA at the end of last year regarding the many opportunities that are available. Jennifer will be in our area again on February 2<sup>nd</sup> and Jared would like the new council as well as Discover and NCBCA to meet with her again.
- In addition to the ADA Coordinator appointment, we will also need to designate an ERC.
- Would like to set a meeting to discuss drainage issues on US 20.

### **Old Business**

- Amended Fire Contract

This amendment corrects the additional compensation amount being given to the Chief and Asst. Chief from \$2,500 from Olive Twp. and \$2,500 from the Town to be \$3,750.00 from each entity.

Council Member Rypma moved to accept the Interlocal Fire Service Agreement with the amendment to additional compensation of \$3750 from Olive Twp and \$3750 from the Town. The motion was seconded by Vice President Vojtko and passed 4-0.

### **Council Reports**

#### Council Member Rypma

- Dana Groves has resigned her position on the Park Board effective January 4<sup>th</sup>. Council Member Rypma stated that for the record she has been very beneficial.
- The Park Board recommends that Malarie Pierce be appointed to fill Dana's position on the Park Board.

Council Member Rypma moved to appoint Malarie Pierce to the Park Board. The motion was seconded by Vice President Vojtko and passed 4-0.

- Work on the new Memorial Park playground equipment is going well. He has been working on this project all along and would like to follow through its completion.

#### Vice President Vojtko

- Vice President Vojtko stated that the Council has let a lot of things slide through the years that he would like to get back on track. He stated that audio and video for the council room has been discussed a number of times so he asked that Josh Schweizer put together some numbers.

Josh gave a brief description of what they discussed. Vice President Vojtko requested this be placed on the agenda for the next meeting.

Jared stated that he and Chief had discussion on some ADA requirements that include a TTY system and suggests checking with him on requirements while preparing cost estimates for other audio and video equipment.

- Stated that we have discussed having a rail installed on the ramp in the council room for years and it needs to be fixed. He assigned the task to Chief Roseboom. Jeff began to reply but Vice President Vojtko stated that he just wants it fixed.

Jared apologized for interrupting and asked to speak on this issue. He explained that he and Jeff have had discussion on this and it is much bigger than just installing a rail as installation may leave the ramp not in ADA compliance. The material the ramp is made of also poses further issues.

Vice President Vojtko stated that he wants something preliminary for the next meeting.

- He would like to hire part-time help for the town website. He, Ken and Dan met a young lady at the NCBCA that he stated sounds like might fit the bill. She has a BA in professional writing and Vice President Vojtko has emailed her information to the board. He requests everyone read her resume and that we have a work session and bring her in.

Council Member Rypma questioned whether there is a job description and if this position needs to be opened to employees and the public.

- He wants something done about the house at end of Zigler Street that is in disrepair and been discussed in the past

Chuck will review the Unsafe Building Code.

- Stated that Jeff was asked to do an Emergency Plan last year in January and he would like what is done to be given to the Council at the next meeting.
- Feels we need to hire a grant writer.

Jared suggested utilizing grant writer experienced in various areas that we may choose to apply for grants in.

- Vice President Vojtko stated that he feels we need a Town Manager/Utilities Director and wants to bring this up again and discuss it further so that we make a decision.
- Would like to discuss sewer hook- up with Hudson Lake to be discussed further at a work session.
- Requested an executive session to discuss land acquisition and employee issues.
- Reports that Dave Doll and Lori Sczpiorski were recently appointed to fill positions on the Library Board. He thanked Val Seemiller and Rob Elkins for her service on the board for a number of years. Renee Millar will serve as president this year with Vice President Vojtko serving as vice president. Lisa Mills will serve as secretary with Marv Larue as treasurer.
- The project going on by Carris Reels was discussed by Vice President Vojtko and members of the Area Plan staff. Vice President Vojtko questioned whether rezoning was needed for a solar field but found that because it is a utility it can be placed anywhere.

- He was reappointed chair of the Solid Waste District at their meeting on Monday. They discussed the purchase of additional land.

President Carter

- He received a request from the Jamie Middlebrook Scholarship Committee that he has asked Sue to look into.
- Set a work session for January 26<sup>th</sup> following the general meeting for updates for the fire department and ambulance.

**Bills to be Paid**

Vice President Vojtko moved to pay all bills as presented. The motion was seconded by Council Member Vermillion and passed 4-0.

**Adjournment**

Upon a motion by Vice President Vojtko and second by Council Member Rypma the meeting was adjourned at 6:01PM.

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Ken Carter, Council President

Attest:

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Susan I. Moffitt, Clerk-Treasurer