

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, January 27, 2015, 5:00 PM

The meeting was opened with the Pledge of Allegiance

President Higgins called the meeting to order with Vice President Vojtko, Council Member Gelow, Council Member Carter, Council Member Rypma and Clerk-Treasurer Sue Moffitt present. Also in attendance were Andrea Halpin, Jared Huss, Tim Conley, Tonya McKee, Jeff Roseboom, Nadine Kaminski, Oleta Kaminski, Carol Middlebrook, Jason Quirk, Leslie Quirk, Mike Shilts, Tim Kaminski, Brian Countryman, Amanda Nally and Todd Kaminski.

Minutes

Council Member Gelow moved to accept the minutes of the January 13, 2015 General Meeting as written. The motion was seconded by Council Member Carter and passed unanimously.

Employee Reports

Water Treatment Plant Supervisor Tim Kaminski

They have begun membrane replacement at the water plant and it has gone very well.

Tim reports that he has filled the operator position in-house, hiring Kenny Davis for the open position.

They are cleaning clarifiers.

EMS Chief Brian Countryman

Brian reports that he is working on getting things going in the right direction. He currently has two members attending advance class and is also reviewing all certifications to be certain they are up to date.

President Higgins expressed her confidence in Brian in this new position.

Attorney Andrea Halpin

Andrea reports that she is working with the Chief on several issues including a public records request and also working with Tim Conley and Jared Huss regarding several issues.

She and Chuck have been coordinating research of utilities questions.

President Higgins questioned the necessity of all public records request being reviewed by legal counsel.

Andrea explained that some things are obvious and would not need to be sent but that the policy adopted by the Council requires all requests be sent to them. She feels that Sue is very cognizant and could handle many requests herself but that would require a policy change. The Council expressed the desire to prepare and adopt a new policy.

Council Member Rypma stated that he understands that there is very little that has to be released from a police department and a simple form could be used. Andrea briefly explained that they are currently working with Jeff on the policy and release form for the police department.

Engineer Jared Huss

Jared presented the 2015 sidewalk and pavement project proposals to the Council.

He has crafted a draft letter to INDOT regarding their upcoming paving project and our expectations regarding approaches, crosswalks, etc., in addition to drainage issues at the viaduct that we need to keep in front of them with continuing dialogue.

Todd Kaminski entered the meeting at this time.

He has had conversation with the town manager regarding a pavement plan.

He and Tim will be attending an OCRA webinar on Thursday with Jared's time being his own.

Vice President Vojtko read proposals for the 2015 Sidewalk Project and Paving Project

The Clerk-Treasurer was asked about funding for these projects. Sue reported that she has not seen either proposal so would be unable to answer funding questions.

Vice President Vojtko moved to table the two proposals to allow for review of projected costs and available funding options. The motion was seconded by Council Member Gelow and passed unanimously.

Town Manager Tim Conley

He has worked with supervisors to develop capital project listings for all three utilities as part of budgeting process with Umbaugh

Tim reports that in speaking with the attorney that represents IMDA, he was informed that there is a change to AEP Master Agreement that will change the duration of time from 7 to 4 years for the town to opt out of the agreement. He has forwarded 8 items he has questions on to her and will then forward this to the Council for approval.

Snow removal continues as needed with 98.5 tons of salt used to date.

Received notice from Troyer Group requesting utilities information for design on INDOT's US 20 project with 30 days to respond.

There was a Parks work session held on January 22nd to begin the process of updating the 5 year parks plan.

The Cemetery Board is currently advertising for two new board members to replace current members John Michalski and Norbert Graves.

Attended LTAP session on the 22nd to gain credentials to deal with highway projects in the future.

He is working with the crew supervisor to obtain additional pick-up truck quotes.

He has corresponded with the Area Plan director to ask for assistance in crafting a new sidewalk ordinance.

Vice President Vojtko asked Tim if has met with St. Joe County regarding Dunn Road. Tim reports he had a phone conversation with the area supervisor. Vice President Vojtko reports that he has called County Engineer Jessica Clark three times regarding Dunn Road without response and is getting frustrated. Tim suggested that Lawson Fisher could maybe help with this as he hasn't spoken with or met with the County Engineer.

Ordinances and Resolutions

- Ordinance #1305 – An Ordinance Adopting Certain Policies for Town Utilities Including Delinquent Account Procedures and Rental Property Policies

This ordinance was tabled at the 1-13-2015 General Meeting and will be discussed at the work session immediately following tonight's general meeting.

Council Reports

Council Member Gelow

The town crew has done a very good job with snow removal this year.

Vice President Vojtko

Vice President Vojtko would like to set up a meeting to discuss the railroad situation with powers that be who will be in charge of US 20 paving project as he would like to see some sort of passageway for pedestrian traffic under the viaduct.

Jared acknowledged that this issue will be included in the letter he is drafting to INDOT but they are simply doing an overlay project. He feels that addressing the pedestrian issue and options available should be looked at. The viaduct belongs to the railroad and we will need some political assistance in addressing this issue. This would include the INDOT level, local business association, main street group and the political level up to Rep. Walorski and/or Sen. Donnelly.

Jared stated that, from an engineering standpoint, the town must decide what they would like to see done. A complete redo of the viaduct probably will not happen but the pedestrian issue and various options should be evaluated. Organization will be absolutely essential,

Vice President Vojtko reports that he had the privilege recently of attending the Fireman's Appreciation Dinner where Bob Middlebrook was given an award for 41 years of service on the Fire Department. .

Bills to be Paid

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

Adjournment

Upon a motion by Council Member Gelow and second by Vice President Vojtko the meeting was adjourned at 5:32 PM.

Carolyn Higgins, President

Attest:

Susan I. Moffitt, Clerk-Treasurer