

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, October 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, Eric Walsh, Jason Quirk, John Mrozinski, Jeff Roseboom, Dave Doll, Jill Doll, Mary Ann Swope, Josh Schweizer, Kathy Aurenz, Pat Cummings, Mike Shilts, Ron Colpitts, Dan Vermillion, Bob Middlebrook and Carol Middlebrook.

Minutes

Council Member Carter moved to accept the minutes of the August 25, 2015 General Meeting as written. The motion was seconded by Council Member Gelow and passed unanimously.

Council Member Carter moved to accept the minutes of the September 3, 2015 Work Session as written. The motion was seconded by Council Member Gelow and passed unanimously.

Council Member Gelow moved to accept the minutes of the September 22, 2015 General Meeting as written. The motion was seconded by Council Member Rypma and passed 3-0. Vice President Vojtko and Council Member Carter abstained.

Vice President Vojtko requested a correction to line one of the minutes of the September 22, 2015 Public Hearing minutes to state Vice President Vojtko was absent. Council Member Gelow moved to approve the minutes of the September 22, 2015 Public Hearing as corrected. The motion was seconded by Council Member Rypma and passed 3-0. Vice President Vojtko and Council Member Carter abstained.

Vice President Vojtko moved to accept the minutes of the September 29, 2015 Work Session as written. The motion was seconded by Council Member Carter and passed 4-0. Council Member Gelow abstained.

Vice President Vojtko moved to accept the minutes of the October 8, 2015 Work Session as written. The motion was seconded by Council Member Carter and passed 4-0. Council Member Rypma abstained.

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

Employee Reports

Electric Superintendent Jason Quirk

- Park electric work is complete.
- Two scheduled capital projects, the mobile home park and Front Street apartments, are complete.
- The annual bucket truck inspection is scheduled for Thursday.
- Decorative lighting waivers have been distributed with several already signed and returned.

Dave Doll, Cemetery Board

- The Cemetery Board met this afternoon. Dave reports that an ordinance to establish costs for the new cremation plots will be required.

Attorney Andrea Halpin

- Waivers for release of liability and indemnification for both business and property owners have been prepared and given to Jason for distribution.
- Working with Chief and his department on a new records request policy for the police department which tracks the statute.
- They continue working with Jared regarding the new SJEC.

Engineer Jared Huss

- The 2015 Pavement project is substantially complete adding the area near the school and library and an additional portion of Filbert adjacent to the intersection. He feels there were some issues with Walsh and Kelly and that has been communicated to them. A change order will be coming as well as pay application following a final walk through.
- Continue review of school zone speed limit information and ordinance preparation with Chief and Andrea.
- They will be adding the west end of Dunn Road to no parking areas by ordinance.
- The Terms and Conditions presented for consideration tonight has gone through extensive review by Jared's office and our attorneys.
- The ordinance establishing the rate and indexing for the water to be provided to SJEC will be read at the public hearing on November 10th.
- He is reviewing a proposal from Donohue and Associates for a review of our water plant and including recommendation of necessary upgrades. This will be paid for by St. Joseph County.

President Higgins requested that traffic during the construction phase of St. Joseph Energy Center be carefully reviewed and that SR2 be used. Jared agrees and has already communicated this to the developers. He expects further information and additional conversation regarding the traffic plan soon.

- Still working on possible retirement of asbestos water line on East Michigan Street.
- Looking further at placement of a speed bump near Bourissa Hills Park.
- Wants to keep the IDEM report response on the radar and review any return correspondence.
- In speaking with Bill Schallioli, he has identified two possible grants including a Brownfield Grant for phase 1 assessments and a Place Based Investment Fund.
- Jared, John and Jason have reviewed items for the Main Street Grant with Dana.
- We need to identify needs for paving projects in 2016 to be able to work with St. Joseph County for a significant savings for the Town.

- Would like to set a work session to introduce Bill Schalliol, the new Economic Director for St. Joseph County. Jared asks that the Council email Sue with availability during the last two weeks of November so that this can be scheduled.
- Discussion for inclusion of drainage in the INDOT paving project is not going well as it was not included in their budget for the project. He would like to schedule an additional meeting with the Troyer Group for further discussion.

New Business

- Waiver, Release of Liability and Indemnification Agreement

Jason made contact with 41 business and property owners with signed copies returned from 15 to date. Materials have been ordered and work is to begin on Thursday.

- Public Records Request for the Police Department

Chief Jeff Roseboom explains that the public records request has been rewritten to coincide with State Statute and will need to be adopted by the Council.

A motion to adopt the revised Public Information Request Policy as written was made by Vice President Vojtko and seconded by Council Member Carter. The motion passed unanimously.

- Used Plow Truck Purchase

Team Leader John Mrozinski recommends the purchase of a used plow truck from R.L. Pickett at a cost of \$30,000 plus trade-in of our oldest truck that is in very poor condition. The truck was used by the City of New Buffalo and has approximately 66,000 miles. John would remove the good tires from our current truck and trade with the truck he recommends we purchase.

Vice President Vojtko feels that it is a very good deal for us.

Council Member Gelow moved to purchase the truck at a cost of \$30,000 plus trade in. The motion was seconded by Council Member Rypma and passed unanimously.

Ordinances and Resolutions

- Resolution #15-10-27-01 – A Resolution approving the St. Joseph Energy Center Principle Terms and Conditions.

President Higgins read Resolution #15-09-22-01 in entirety.

Vice President Vojtko moved to approve Resolution #15-10-27-01 as read. The motion was seconded by Council Member Carter. President Higgins called for a roll call vote as follows:

Council Member Carter	Aye	Council Member Gelow	Aye
Vice President Vojtko	Aye	Council Member Rypma	Aye
President Higgins	Aye		

The motion passed unanimously.

- Ordinances #1317 – A ordinance regarding water rates and charges for St. Joseph Energy Center

President Higgins read Ordinance #1317 by caption only for the first reading.

Council Reports

Council Member Carter

- A Candidate Meet and Greet hosted by Discover New Carlisle will be held at the NC Library this Thursday, Oct 29 from 7 to 8 PM.
- Council Member Carter recently attended the National Fallen Firefighter Memorial in Emmitsburg, Maryland. He reports that he was very taken by the tribute to Jamie Middlebrook and 86 other fallen firefighters and felt the highlight of the ceremony was a speech by President Obama who also greeted each family.

Council Member Gelow

- Would like to see that the town continues pursuing the seasonal speed bump on College Street as he sees much more speeding since the repaving project. Jared will pursue and reports that these areas have also been included in the new school zone ordinance which should also help with traffic.
- Jack Mell is currently at Miller's Merry Manor for rehab but may be coming home soon.

President Higgins

- President Higgins reminded everyone in Town to vote next Tuesday, November 3rd.
- Cautions people about an IRS scam call she received today. In calling the BBB and her accountant she learned that several calls have been received in the area claiming to be from the IRS. The IRS will not call to request information via phone and they recommend that you do not respond in any way to those calls.

Vice President Vojtko

- Expressed thanks to Jared and John Mrozinski for their work on the street project which experienced many less problems than in past years and he feels that overall the project went very well.
- The recent seminar on planning held by Area Plan was very good and relative to everything currently going on.
- He has been invited by MACOG to participate in a discussion on trails and roadways with the first meeting in the middle of November. Because this is more related to parks he felt that perhaps Council Member Rypma would like to participate. Vice President Vojtko will forward the information to both Council Member Rypma and Jared.

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Council Member Rypma

- Expressed his thanks to John for assuring that the roof on the shelter at Memorial Park was replaced. The project was done by the Building Trades Class at NPHS.
- Thanked Jason for the outstanding job on the power panel at Memorial Park.
- Parks continues to look at funding for new park equipment.

- Special Event Permit Application for Christmas in New Carlisle

Christmas in New Carlisle will be held on Sunday, November 29th and will include the closing of Michigan Street to allow for the Lighted Christmas Parade.

Council Member Gelow moved to approve the Christmas in New Carlisle Special Event Permit Application. The motion was seconded by Council Member Rypma and passed unanimously.

Clerk-Treasurer's Report

Sue reports that the employees of the Clerk's Office will be attending annual software training in Wabash on Thursday Nov. 5th so the office will be closed on that day.

Bills to be Paid

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

Adjournment

Upon a motion by Council Member Carter and second by Council Member Gelow the meeting was adjourned at 5:46 PM.

Carolyn Higgins, President

Attest:

Susan I. Moffitt, Clerk-Treasurer