

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, April 12, 2016 5:00 PM

The meeting was opened with the Pledge of Allegiance.

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

Also in attendance were Chuck Leone, Jared Huss, Perry Hinton, John Mrozinski, Jason Quirk, Jill Doll, Tonya McKee, Josh Schweizer, John Gelow, Melinda Antell, Kathy Aurenz, Mary Ann Swope, Carol Middlebrook, Mike Shilts, Dana Groves, Sandy Raabe, Amanda Nally and Marcy Kauffman.

Minutes

Vice President Vojtko moved to accept the minutes of the March 15, 2016 Executive Session as written. Motion seconded by Council Member Vermillion and passed 4-0.

Vice President Vojtko moved to accept the minutes of the March 22, 2016 General Meeting as written. Motion seconded by Council Member Vermillion and passed 4-0..

Vice President Vojtko moved to accept the minutes of the March 22, 2016 Work Session as written. Motion seconded by Council Member Vermillion and passed 4-0.

Vice President Vojtko moved to accept the minutes of the March 31, 2016 Executive Session as written. Motion seconded by Council Member Rypma and passed 4-0.

Visitor Comments

- Melinda Antell of Waste Management

Melinda was in attendance to check in with the Council and residents to see if there are any questions or concerns regarding our service from Waste Management.

The Council had no questions or concerns. Resident John Gelow stated that they should make sure Rusty never leaves the company..

- Dana Groves of Discover New Carlisle

Dana was in attendance to give an update on Discover NC. She reports that Twin Silos will provide flowers for the downtown planters again. Four will contain large planters similar to what was used in front of the Village Shoppes last year.

Several businesses have joined together and will be doing a "Treasure Hunt" this weekend and HNC will host a luncheon at the Old Republic.

DNC is working on promotion of the Beer and Wine Walk and Taste of New Carlisle.

Employee Reports

Fire Chief Josh Schweizer

- Construction in front of the Kelly Building should be complete in the next few weeks.
- The fire department will host a dedication ceremony for the new truck and possibly an open house as well with a date to be announced.

EMS Assistant Chief Amanda Nally

- They have posted a part-time EMT position

Town Crew Supervisor

- Demolition of the house on Walnut Road is scheduled to proceed in the next two weeks
- The old tree in front of town hall has been removed and a new tree is scheduled to be planted Sunday morning. The tree is being donated and planted by Greg Dudeck of Dudeck's Pine Country Christmas Tree Farm.
- Reports that there has been some misinformation on social media regarding the installation of the new park equipment. It has taken some time to be able to schedule as we had to coordinate the installation dates and times with the engineers from Parkreation . Installation is scheduled for April 29th and 30th and volunteers who are interested in helping on one of those days are asked to call the town hall and leave their name and phone number. John will provide information to Abby for posting on the website.

Attorney Chuck Leone

- Working on a variety of things including employee issues, information requests, the SJEC agreement and update of the unsafe building law.

Engineer Jared Huss

- Update of school zone speed limit signs has been added into the intersection project. An ordinance will be necessary to complete the process.
- Downtown street name signs have arrived
- The draft SJEC agreement has been forwarded for review. Necessity of a work session may be possible to go over questions and comments.
- Sue is working with Kewit to finalize set-up of the SJEC water account.
- Has distributed plans for sewer extension and water connection to Council Member Vermillion and John Mrozinski.
- Design for the energy center water treatment plant continues to move forward with schematic design reviewed.
- As a follow up to the ADA railing and ramp requested by the Council, Jared reports that Chief Roseboom has included the requested third proposal from ANCON in their information. Jared stated that selecting someone with ADA construction experience and a professional rendering on the proposed construction should be selected but whomever the Council chooses must sign off on ADA compliance and construction.
- Presented the 2016 Sidewalk Project Cover Sheet for Council signatures.

- The Ben and Bray Street Intersection Project has been advertised with bid openings scheduled for 5 PM on April 26th. Local residents have been notified and a meeting will be held on Monday, April 18th to give details of the project and answer questions.
- John has identified thirteen water services affected by freezing issues. They are currently working on preparation of a letter requesting quotes for service line installation.
- Jared asked Council opinion on an inspection proposal for the projects this year. At Council request, Lawson Fisher will prepare a proposal and make certain we have adequate coverage.
- The 4" watermain on US 20 needs to continue to be on our radar and should be included in next year's budget.
- Asked Kathleen Wiesenberger to be here for the work session tonight.
- Monday, April 18th Bill Schalliol and Chuck Layman will be here for a work session.
- Reminder that we will need an ERC for federal aid projects.
- The Tiger Court easement from cul-de-sac to Bourissa Hills Park needs to remain on the front burner. Jared feels that it is a legal matter at this point as we have identified the easement and issue with adjoining property owners who have encroached on the existing easement with a driveway and things piled up over the easement. He suggests this be turned over to Chuck and Andrea.

Council Member Rypma stated that he previously met with the property owners and feels there are a couple of possible solutions.

- Have been approached by the county regarding work at the viaduct so we will need to set a work session in the future.
- Finalization of the SJEC agreement is on condition of council and legal review.
- Scheduling of US 20 repaving project is dependent on several issues. INDOT reconstruction under the viaduct will include larger drains. They will also be remarking downtown and addressing the traffic light.

Old Business

- Disposal of 1999 Ambulance

President Carter opened floor to further discussion on disposal of the 1999 ambulance.

Assistant EMS Chief Amanda Nally reports that she spoke with Stryker about value of the cot and estimates approximately \$2500. She found that it should be included with the ambulance and sold together to increase the value of the ambulance. She also stated that she feels inclusion of the Stryker cot will help it sell.

Vice President Vojtko questioned if the reason Amanda believes the cot is worth so little is because the design is outdated. Amanda reports that it is not the cot design that is out of date but the electronics and computer system itself as it cannot read off codes from the system as new cots can.

Council Member Rypma asked Amanda how she feels this should be handled. Amanda replied that she feels they should be sold together.

Discussion followed.

John Mrozinski suggested that the Council take into consideration the costs of commission and advertising should the Town use an auction agency.

Council Member Rypma moved to sell the 1999 ambulance, with the Stryker cot included, to be auctioned at a minimum bid of \$5,500, with first right of refusal to local emergency agencies. If the ambulance is not sold to another local emergency agency it should be sold through Wainscott auctions. The motion was seconded by Council Member Vermillion. President Carter called for a roll call vote as follows:

Council Member Vermillion	Aye	Vice President Vojtko	Aye
President Carter	Aye	Council Member Rypma	Aye

Motion carries 4-0.

New Business

- 2016 Sidewalk Project

The 2016 Sidewalk Project Cover Sheet was presented for Council signature.

2016 Pavement Project

The 2016 Pavement Project Cover Sheet was presented for Council signature.

Council Reports

Council Member Vermillion

- Met with Jason today regarding infrastructure issues that need to be addressed. He would like a work session to go over some of these soon.
- The new playground equipment will be installed in Memorial Park on Friday April 29 and Saturday April 30 and that volunteers are welcome.

John Mrozinski added that the installation should be addressed through the town hall as social media has given differing opinions and some misinformation. He asks that any volunteers please call the town hall so that he can schedule accordingly. An engineer from Parkreation will be directing construction and he and Roger will be coordinating the project. He will give information to Abby tomorrow for posting on the website.

Vice President Vojtko

- Met with Matt Lindell of INDOT at the Walnut Road Garage.

- Has given John Mrozinski some improvements that he would like done at the Walnut Road garage.

President Carter

- Requests that the Ancon Proposal be added to the next agenda.
- Reports that he has been informed of an issue with sidewalk cafes that have anchored items into the new concrete sidewalk without permit or notification to the Town. He feels that the Town has worked very hard to facilitate the cafes to allow outdoor seating. He stated that there have been several issues with the cafés and the town has invested a lot of time and money addressing them. Drilling into the concrete must be addressed and if not corrected revisiting of the ordinance may be necessary.

Vice President Vojtko asked Chuck for the best process to follow for these violations. Chuck reports that the Town could issue a notice requesting removal of the anchoring within a period of time.

Council Member Rypma stated that the cafés add curb appeal to the downtown and he is the one who brought up the policy changes to allow them to stay up year round as was requested by Mr. Moser. However, anchoring into the sidewalk goes beyond what has been approved and presents an obvious problem.

Council Member Vermillion stated that he feels the first step should be to speak with the owner, show them the ordinance and allow the opportunity to correct the issue.

The Council was in agreement that Building Inspector Bob Middlebrook be asked to speak with the owners and explain that anchoring items into the concrete is not permitted and request their cooperation in correcting the issue.

Council Member Rypma stated that it is necessary to enforce the ordinances that we have. Council Member Vermillion asked that Bob also inform them that they will need to repair the holes made into the concrete.

- The Annual Taste of New Carlisle will be June 25th from 12 Noon until 5 PM at Memorial Park.
- Reports that he and Council Member Vermillion recently attended the IACT Roundtable in Middlebury. There was discussion from several communities regarding current projects and IACT shared information on several legislative issues that would effect towns and cities.

Clerk-Treasurer's Report

- A letter was received from Bart Bales of Bales Mechanical regarding a leak at his property. The water leak was documented and on the outside of the building so none of the water went into the sewer system. He requests an adjustment to the sewer portion of his bill.

Sue reports that an adjustment to the twelve month average of his sewer bill would be a credit of \$677.18 to the account.

Vice President Vojtko moved to issue the sewer credit of \$677.18 to Mr. Bales account. The motion was seconded by Council Member Vermillion and passed 4-0.

- State Board of Accounts has issued a new Materiality Directive that requires each political subdivision to develop their own policy on materiality.

Bills to be Paid

Dan moved to pay all bills as presented. The motion was seconded by Council Member Rypma and passed 4-0.

Adjournment

Upon a motion by Council Member Rypma and second by Council Member Vermillion the meeting was adjourned at 5:55 PM.

Ken Carter, Council President

Attest:

Susan I. Moffitt, Clerk-Treasurer