

**New Carlisle Town Council**  
**124 E. Michigan Street, New Carlisle, Indiana**  
**General Meeting, April 14, 2015**

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 Chuck Leone, Jared Huss, Josh Schweizer, Jason Quirk, Jeff Roseboom, John Mrozinski, Jill Doll, Gary Lawson, Carol Middlebrook, Bob Middlebrook, Mary Ann Swope, Mike Shilts, Marcy Kauffman, Eric Walsh and Cal Dittmar.

**Minutes**

Council Member Gelow moved to accept the minutes of the March 24, 2015 Public Hearing and March 24, 2015 General Meeting as written. Motion seconded by Council Member Carter and passed unanimously.

**Visitor Comments**

Marcy Kauffman  
106 N. Bray Street

Marcy was in attendance to discuss what she believes to be a safety issue with the planters in the downtown area. She expressed her concern that the low curbs cause a pedestrian hazard now that the café fencing is up, but doesn't want to see the café seating stopped. She informed the council that one business owner has witnessed a pedestrians tripping over the curbing

Marcy asked that this please be reviewed and suggested one idea would be to cut them in half, keep the electric and build up the remaining half making them long and narrow benches.

President Higgins thanked Marcy.

**Employee Reports**

Electric Superintendent Jason Quirk

SB309 regarding electric utility expansion did pass and would affect any future annexations.

Chuck explained that similar legislation has been discussed for several years and it is, of course, important to have some say with our legislators. Jason reports that our representatives did vote in favor of the bill.

Jared stated that IACT and local municipalities have been very outspoken against this bill but it seems to have fallen on deaf ears.

Team Leader John Mrozinski

John reports that one of our employees is leaving with his final day next Tuesday. This has been posted in-house only at this point and he will move forward with filling the position soon.

Building Inspector Bob Middlebrook

Bob reports that ISO was here for an audit of the building department today and the town rating, as those across Indiana, will be going up. However, when Indiana revises their code books it will go back down.

Attorney Chuck Leone

Chuck continues working with Josh on the fire truck purchase with two items on the agenda tonight including the resolution for the financing agreement and contract for purchase. Josh requested an extension to allow some additional time

Council Member Carter moved to authorize Council President Carolyn Higgins to sign the purchase agreement with Pierce Manufacturing. The motion was seconded by Vice President Vojtko. President Higgins requested a voice vote as follows:

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

Motion passed 4-0.

Chuck has consulted with bond counsel regarding some of the proposed improvements to the public safety building to be certain they are in compliance with the bond as issued and has determined that all are proper per our bond.

Andrea has been working with Jared on some of the drainage issues as well as the parking ordinances.

Engineer Jared Huss

2015 Sidewalk Improvement Project was provided to the Council. Following Council review, he would like approval of the cover sheet at the next meeting so that we can move forward with bidding the project to be awarded in June.

Jared met with Dana today to review the Main Street Grant. They will be working with Sue to move forward beginning with the initial 50% draw.

Dana has asked that he review the park board master plan RFP.

Jared reports that barrels were placed down by the fire station today due to a concrete collapse. This needs to be addressed immediately and he hopes to have it completed by the end of the week. Gary Lawson has been asked to provide a quote.

The Cherry Street sewer project that was approved last year will be moving forward this week with John Mrozinski working with H&G..

We are waiting for a response from the property owners before proceeding with completion of the Bray Street drainage issue.

Work on the Jeri Court pavement collapse has been completed

Jared continues working with Bob Middlebrook on a number of issues including the post office parking lot.

The town crew has isolated the issue causing the wastewater surcharges. Jared feels that we need to review with Umbaugh the charges that we can pass on to the customers who are violating our ordinance and causing the surcharges the town is experiencing.

Council Member Carter questioned working with the companies to eliminate the issue of elevated levels. Jared reports that the surcharge rates the town can currently charge for this aren't currently high enough to give those users a good reason to do pretreatment.

The cameraing of sewer lines on Marvel Lane has been scheduled for Friday as John has noticed an abnormal amount of clear water flowing.

Carolyn expressed how grateful we are that Jared has been working so closely with John and Bob and all of the other employees that needs his assistance.

### **Old Business**

- Hiring Process

Council Member Vojtko reports that we now have a job posting on the Municipal Management website, in the South Bend Tribune as well as on the town website for the town manager position.

Vice President Vojtko stated that with the cost of advertising perhaps we may want to consider other options. President Higgins feels that we may need to consider the use of a headhunter to fill the position.

Council Member Gelow feels that since things are going along so well now, perhaps we need to re-evaluate the need for the position.

President Higgins expressed that her concern is that Jared's company may, at some point, not want him to spend as much time here.

### **New Business**

- Amendment to the Interlocal Fire Agreement

This is an amendment to the agreement signed at the beginning of the year to include the new fire apparatus that will be jointly owned by the Town and Olive Township and establishing both entities' responsibility for its funding.

Vice President Vojtko moved to accept the Amended 2015 Interlocal Agreement as presented. The motion was seconded by Council Member Carter and passed unanimously.

### **Ordinances and Resolutions**

- Ordinance#1306- an ordinance amending the New Carlisle Municipal Electric Utility Rates

President Higgins read Ordinance #1306 by caption only for the third reading.

Council Member Carter moved to adopt Ordinance #1306 as written. The motion was seconded by Council Member Rypma and passed unanimously.

- Ordinance#1307-a salary ordinance for an employee of the Town of New Carlisle

President Higgins read Ordinance #1307 by caption only for the first reading.

Council Member Rypma moved to waive the rules and allow for the adoption of Ordinance #1307 on the day of introduction. The motion was seconded by Council Member Carter and passed unanimously.

President Higgins read Ordinance #1307 in entirety for the second reading.

President Higgins read Ordinance #1307 by caption only for the third reading.

Council Member Gelow moved to adopt Ordinance #1307 as written. The motion was seconded by Council Member Carter and passed unanimously.

- Ordinance#1308-an ordinance to amend parking in the Town Parks (1<sup>st</sup> reading)

President Higgins read Ordinance #1308 by caption only for the first reading.

- Resolution#15-04-14-01- a resolution for a lease/purchase agreement for the new fire apparatus with Oshkosh Financial

President Higgins read Resolution #15-04-14-01 in entirety.

Council Member Carter moved to adopt Resolution #15-04-14-01 as written. The motion was seconded by Council Member Gelow and passed unanimously.

## **Council Reports**

### Council Member Gelow

Expressed his appreciation of Keith Kauffman and all of the work he did picking up the trash caused by the high winds tipping over the recycling bins last week.

### Council Member Rypma

Council Member Rypma has been working with Vice President Vojtko and Jared on the sidewalk plan. They will be meeting soon with representatives of the school board regarding any involvement they may have.

Following the last meeting, Council Member Rypma went to look over the area discussed regarding the proposed parking ordinance revision he has requested. After careful review, he feels the proposed parking ordinance needs to be adopted as originally discussed.

## **Clerk-Treasurer Report**

Sue requested water and sewer adjustments for the months of March and April for those residents that the Town asked to drip water due to a water main issue. The total adjustments requested were \$577.16 in water and \$1,015.75 in sewer.

Vice President Vojtko moved to approve the requested adjustments as presented. The motion was seconded by Council Member Carter and passed unanimously.

**Bills to be Paid**

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

**Adjournment**

Upon a motion by Vice President Vojtko and second by Council Member Carter the meeting was adjourned at 5:38 PM.

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Carolyn Higgins, President

Attest:

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Susan I. Moffitt, Clerk-Treasurer