

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, June 23, 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, Mary Ann Swope, Mike Shilts, Tim Kaminski, Dave Doll, Josh Schweizer, Jill Doll, John Mrozinski, Jason Quirk, Brian Countryman, Jeff Roseboom, Bob Middlebrook, Carol Middlebrook and Jack Mell.

Minutes

Vice President Vojtko moved to accept the minutes of the June 11, 2015 General Meeting as written. The motion was seconded by Council Member Carter and passed 4-0. President Higgins abstained.

Employee Reports

Public Safety Director Jeff Roseboom

- Briefly updated the Council on the public safety building improvements that were included as part of the general obligation bond. To date the ADA compliant entry doors have been installed and the new filing system is in place in the police department records room. He has obtained quotes for both the interior work and the security system and the committee will be reviewing proposals from H&G and CCP for a new phone system as well. He hopes to bring the committee recommendations for Council approval at the July 14th meeting.

Team Leader John Mrozinski

- They found an Osage orange tree that was leaning and dangerous at Bourissa Hills Park and have removed it.
- The crew has been working at Memorial Park and will have it ready in time for Taste of New Carlisle on Saturday.
- The grates at the downtown crosswalks were painted today.

Chief Brian Countryman

- Truck maintenance is complete.

Attorney Andrea Halpin

- Most recent work has been focused on employment related issues.

Engineer Jared Huss

- The sidewalk project contracts will need Council signatures.
- Signatures on the Notice to Proceed are needed so that work may begin tomorrow
- Meeting for residents affected by the sidewalk project tonight at 6 PM.

- A contract for construction inspection of the sidewalk and paving projects has been prepared and was presented for Council approval.
- The Pavement Project cover sheet was presented for Council signatures. The project will be advertised on June 25 and July 2 with bid openings on July 14th. The Bourissa Hills water line extension will be included
- He would like to have a conversation related to wastewater opportunities with our situation with South Bend and also the proposed system for Hudson Lake.
- All quotes for benches, way finding signs and trash cans have been received and he will meet with Dana next week to solidify.
- The Cherry Street project was completed last week.
- The County is paving and burning Dunn Road. The County Engineer wanted to complete the project and then discuss cost sharing with the Town. This will need to be discussed with the Council.
- Bray Street is substantially complete as of today but he will need to speak with the property owners to be certain they are satisfied.
- He and John Mrozinski will be meeting with H&G next week regarding the Bellevue water pressure situation.
- He continues to work with Bob Middlebrook on a number of issues.
 - He has spoken with the homeowner regarding the sanitary issue again and the St. Joseph County Health Department has been notified. He will need to meet with Andrea again to review.
 - Bob has spoken with the property owners at Front and Filbert Streets and they have been issued a letter. The response has been less than cooperative and he recommends we proceed with established enforcement. This may require additional discussion with possible abatement.
- The property owner at the SE corner of Arch and Front Streets has asked for relief from damage done from curbing placed. Jared has recommended that he come before the Council.

President Higgins inquired about the post office parking lot paving. Jared believes that they intend to repave the parking lot. Bob Middlebrook reports that he spoke with the contractors today regarding an asphalt pile left at Chestnut Corners and they will be taking care of it.

New Business

- 2015 Sidewalk Notice to Proceed

This was presented and signed by the Council President.

- 2015 Sidewalk Contracts

Four copies were presented to be signed by all Council Members and the Clerk-Treasurer.

- 2015 Sidewalk & Pavement Project Inspection Proposal

A proposal for 2015 Sidewalk and Paving Project Inspection was presented with a do-not-exceed of \$39,500.

Vice President Vojtko moved to accept the 2015 Sidewalk and Paving Project Inspection Proposal with Lawson Fisher Associates as presented. The motion was seconded by Council Member Carter and passed unanimously.

- Wells Fargo Bank lockbox update

Wells Fargo Bank has requested an updated authorization of persons allowed access to the Town's lockbox located at Wells Fargo. Vice President Vojtko moved that the Clerk and Deputy Clerk be authorized to access the Wells Fargo Bank Lockbox. The motion was seconded by Council Member Carter and passed unanimously.

Ordinances and Resolutions

- Ordinance #1314 – An Ordinance Enacting and Adopting A Supplement to the Code of Ordinances

President Higgins read Ordinance #1314 by caption only for the first reading.

Council Reports

The Council has received a request from Henry Timm for a variance to the noise ordinance for his annual Unofficial Beer Garden Event to be held on the Friday and Saturday of Home Town Days. Live music will end at 1 AM with DJ music until 2 AM.

Council Member Carter moved to accept Henry's proposal for a noise variance for the Unofficial Beer Garden Event on July 24th and 25th. The motion was seconded by Council Member Rypma and passed unanimously.

Council Member Carter

- Taste of New Carlisle will be held at Memorial Park Saturday from 1-6 PM.

Council Member Rypma

- The park board is moving forward with plans for a "slip-n-slide" at Bourissa Hills during Home Town Days with assistance from the fire department.

President Higgins

- President Higgins thanked Council Member Carter for all of his work on Taste of New Carlisle, a wonderful community event highlighting area businesses that has continued to grow these last four years.
- Thanked Jared for his excellent work and acknowledged his consistent support of the town and employees.

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Vice President Vojtko

- The library is beginning the annual budget process.

The Council set an Executive Session to be held immediately following the next board meeting.

Bills to be Paid

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

Adjournment

Upon a motion by Council Member Carter and second by Council Member Gelow the meeting was adjourned at 5:28 PM

Carolyn Higgins, President

Attest:

Susan I. Moffitt, Clerk-Treasurer