

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, June 7, 2022, 6:30PM

The meeting was opened with the Pledge of Allegiance

Council President Rush called the meeting to order at 6:37 PM with Council Vice President Kauffman, Council Member Doll, Council Member Colanese and Deputy Clerk Doll present. Council Member Budreau and Clerk-Treasurer Moffitt were absent.

Also in attendance: Andrea Halpin, Jared Huss, Perry Hinton, Jason Quirk, Tom Baker, Brent Crewman, Carol Middlebrook, Bob Middlebrook, Allison Abbott and Randall Figg.

Approval of Minutes

Vice President Kauffman moved to accept the minutes of the May 3rd General Meeting, May 6th Special Meeting, May 6th Executive Session, May 27th Public Hearing, May 27th Executive Session and the May 27th Special Meeting as written. The motion was seconded by Council Member Colanese. Council Member Doll abstained from the May 3rd General Meeting and from all three May 27th meetings. Motion carried.

Employee Reports

- Perry Hinton

Advised that the Spray Pad was delivered this afternoon and we have fiber!

- Jason Quirk

Still working on Capitol projects

- Attorney Andrea Halpin

Advised she has been working with Code Enforcement on an old shed in the right of way & house that needs to be condemned.

Been having meetings with the Council, the Marshal Dept. and with Surveyors, and also drafting hiring policy revisions. Lastly working on a Resolution with New Prairie Schools for the land transfer, but waiting on their attorney to respond to finish the process.

- Engineer Jared Huss

Meridian St & Bray St. project—we have material procurement issues- the ductile steel pipe is 40 weeks out- that will delay our start & then that would have us torn up through winter and we don't want to do that.

Grant funding requires us to have a contractor under contract within the 4 months of receipt of acknowledgement of the grant. We received ours on April 19 so we have till August 19 to have this done and have everything turned in to INDOT

So I see three choices on how we can move on this

1) Pull our bid and forgo the grant this round and then reapply in July and then hope we get funded again-I would not recommend this

2) Change the time on the bid and change the time set date on contract- both Bray & Meridian would then start next year and the contractor would have time to get the materials for the projects.

3) Split the project- keep the same contract with a Bray St. end by the end of this year-as the materials are not an issue for this part of the project-and then have them start Meridian St. next year-only issue with this would be the increase in costs, mobilization & demobilizations costs.

We did delay the bid openings from tonight to the next meeting so we could discuss as a group to decide what would be our best outcome. Also Jared would like to talk to Perry and Sue for their input on this decision. After much discussion Jared advised he would like to do an alternate contract with time set date on the contract and mobilization & demobilization costs would be the alternate.

The SRF for the Water Treatment Plant grant has been updated and he will send out the update. Andrea has given County the update , then they will pass along to Cliffs and when we get it back from them we should also be getting the a design releases from Donahue.

The Spray Pad state design was sent down State and when the design release is set the Town will be having a ground breaking to start the project. We should be getting a date soon. The Town will also be issuing a building permit to correspond with the design release from down State.

Lastly DLZ has asked Chisel Chest about doing the sign for the Splash Pad and a he will be doing the sign in granite and at a cost saving from the original design material choice.

New Business

Approval of Hiring Revision- Council Member Doll made a motion to accept the revisions on the hiring policy as written. Vice President Kauffman seconded the motion and the motion passed.

Ordinances and Resolutions

- Ordinance#1428- A salary ordinance for the employees of the Town of New Carlisle

A motion to waive the rules to allow for adoption on the day of introduction was made by Council Member Doll and seconded by Vice President Kauffman. Motion passed 4-0.

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President Rush read ordinance #1428 by caption only for the first reading.

President Rush read ordinance #1428 in entirety for the second reading.

President Rush read ordinance #1428 by caption only for the third and final reading

Council Member Doll moved to adopt Ordinance #1428 as written. The motion was seconded by Vice President Kauffman and carried unanimously.

- Resolution #22-06-07-01- A resolution for the transfer of property for NPUJC to the Town of New Carlisle.

President Rush read Resolution #22-06-07-01 in its entirety. A motion was then made by Vice President Kauffman to accept the resolution as written. Council Member Doll then seconded the motion and it passed unanimously.

Council Reports

- Council Member Jerry Colanese

Council Member Colanese reported that he had spoken with Water Treatment Supervisor Hollingsworth and that he advised that the water tower was done getting painted. Council Member Colanese then stated that he agreed with the Vice Council Member Kauffman's ideas on several projects and would also like to see them addressed. Attorney Halpin then advised she would look into getting a meeting set for these items.

- Council Member Doll

Wanted to thank Perry with the Crew and Bob in Code Enforcement for getting yards mowed in Town.

- Council President Rush

President has an update with the Wreaths across America and as of today there are 42 already sponsored for our veterans in our cemetery for Christmas. Also she advised how much she likes to look of the new Cemetery.

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Clerk-Treasurer Report

- Deputy Clerk Doll


Deputy Clerk Doll advised that the week of June 13th the Clerk's Office will be closed for three days as the Office staff will be at Clerk-Treasure classes and State Board of Accounts called school.

Bills to be Paid

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

Adjournment

Upon a motion by Council Member Doll and second by Vice President Kauffman the meeting was adjourned at 7:05 PM



Samantha Rush, President

Attest:



Jill A. Doll, Deputy Clerk

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, June 21, 2022, 6:30 PM

The meeting was opened with the Pledge of Allegiance

President Rush called the meeting to order with Vice President Kauffman, Council Member Doll, Council Member Colanese and the Clerk-Treasurer present. Council Member Budreau was absent.

Also in attendance: Andrea Halpin, Jared Huss, Perry Hinton, Jill Doll, Tom Baker, Jason Quirk, Bob Middlebrook, Carol Middlebrook, Gary Lawson, Tara Dome, Carl Baxmeyer, Paula Romig, Lesa Romig, Alison Abbott

OPENING OF BIDS

President Rush opened three bids that were received for the Meridian and Bray Street Projects.

Milestone Contractors North

Base Bid \$1,148,000
 Alt #1 \$256,000
 Total \$1,404,000
 Alt #2 \$256,000
 Total \$1,404,000

HRP Construction

Base Bid \$1,229,745.05
 Alt #1 \$310,545.00
 Total \$1,540,290.05
 Alt# 2 \$310,545
 Total \$1,540,290.05

Selge Construction

Base Bid \$1,206,647.95
 Alt #1 -
 Alt #2 \$278,141.90
 Total \$ 1,484,789.85

Jared reminded everyone that the alternates were added due to supply issues with ductile iron needed for Meridian Street. The lowest total bid considering those alternates is what will be recommended.

Bids will be reviewed by Chris Szalajko of Lawson Fisher and a recommendation made later in the meeting.

Approval of Minutes

Council Member Doll moved to approve the minutes of the June 7, 2022 General Meeting as written. Motion seconded by Vice President Kauffman and carried 4-0.

Visitor Comments

- Tara Dome

Tara was in attendance to request a change to the ordinance regarding chickens and the current requirement to have two or more acres. She shared a power point presentation with pertinent information regarding chickens and had several recommendations including no roosters, a limit on the number of chickens allowed, registration, and inspections, should an ordinance change be approved.

- Carl Baxmeyer

Mr. Baxmeyer is a candidate for County Council and also part of the overlay committee with Marcy. He informed the Council that the current commissioner is retiring early and he has put his name in to replace him at a caucus to be held in August.

Employee Reports

- Attorney Andrea Halpin

Looked at the SurfAir agreement and it seems fine. We have had basically the same contract for multiple years and the other departments have been contacted for their needs and concerns.

Sent a potential condemnation agreement for a house with a tree growing in it. Bob and Perry have prepared sufficient information to move forward with condemnation and a hearing needs to be scheduled. The property is currently up for tax sale. There are several options we have for condemnation that will depend on several things and we will need to determine the process. Because the owner is an out of state LLC, Andrea feels we should post legal notice there as well. The date of August 16th at 6 PM was set for the Hearing.

- Engineer Jared Huss

He and Perry have a meeting set with MACOG for the Annual PASER rating study.

Larson Danielson starts demo tomorrow on the skate park.

Thanked Bob Middlebrook for working with Larson Danielson on the temporary permit for demolition.

We have the public meeting tonight for the Bray and Meridian Street projects.

He will have a recommendation on bids later in the meeting.

- Jason Quirk, Electric Department

Service started at the park for spray pad

Meetings with IMEA

Working with AEP in regards to the territory rebuild

Had two outages due to heat in the last week. System reliability is a major concern not only for us but the entire IMMUDA group.

Review of contract for water tower attachment agreement is done.

New Business

- SRF Application

The SRF application is something we have discussed for some time related to the WTP. Traditional applications are due in April and we did not meet that goal but have obligations of more immediate need and so we are getting our place in line for the next round should there be additional funding. Submitting the application now may allow us to be able to access SRF funds in advance of the next fiscal year. The SRF application does not mean we have to do the projects or spend this money, just that we have the ability should the funds become available. Jared recommended approval of the SRF application as provided.

Vice President Kauffman moved to approve the SRF application as prepared. The motion was seconded by Council Member Doll and passed 4-0.

Ordinances and Resolutions

- Resolution #22-06-21-01 – A resolution declaring obsolete, surplus property

President Rush read Resolution #22-06-21-01 in entirety. Vice President Kauffman moved to adopt Resolution #22-06-21-01 as written. The motion was seconded by Council Member Doll and carried 4-0.

Council Reports

Council Member Doll

Attended the New Carlisle Library Anniversary open house last week and the remodel is very nice.

The Cemetery Board meeting today and Tom Schweizer was in attendance from the Legion. They had some questions about the flag holders that were damaged in past years. Tom wants to drill the base of the headstones to mount the flag holders. The Cemetery Board suggested that they put it in between the stones there would be less occasion for damage. There are currently 60 they have placed in the cemetery and they are replacing about 1/3 of them every year. If they do decide to drill into the base of each stone, we have to have written consent from the family of whoever is buried. Council Member Colanese asked Gary Lawson if this is a good idea. Gary responded that it would depend as there are a lot of options. Council Member Doll reported that Perry had some concerns about the drilled hole holding water and freezing and cracking in the winter.

Clerk-Treasurer's Report

1st Quarter Financial Reports are complete and in everyone's packets tonight.

Tonya, Jill and Sue recently attended two days of State Board of Accounts called training and one day of Clerk-Treasurer's classes.

She and Jason met with Baker Tilly to review the electric capital plan. Sue will be meeting with them again tomorrow to review the Town Comprehensive Financial Plan and once complete, Baker Tilly will meet with the Council to review everything.

Has a phone conference scheduled with Invoice Cloud tomorrow to discuss their options for online bill payments. Invoice Cloud is one online payment option that has been highly recommended for municipal utilities and their system integrates with our Utility software.

Bills to be Paid


A motion to pay all bills as presented on the claim docket was made by Council Member Doll and seconded by Vice President Kauffman. Motion carried 4-0.

Chris completed review of the bids. Lawson Fisher's recommendation is to accept the Milestone bid of \$1,148,000 with the alternate for a total of \$1,404,000 as the most responsive bid. The Council needs to decide if they want Bray Street done this year or completed with Meridian next year since the cost is the exact same. Jared asked Perry which he would prefer and he responded that since we are able to execute the Bray Street project this year, that is the route we should go.

A motion to accept the bid from Milestone with Alt #1 for a total cost of \$1,404,000.00 was made by Council Member Doll and seconded by Council Member Colanese. Motion carried 4-0.

Adjournment

Upon a motion by Vice President Kauffman and second by Council Member Doll the meeting adjourned at 7:06 PM.


Samantha Rush, Council President

Attest:


Susan I. Moffitt, Clerk-Treasurer