

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, January 3, 2023, 6:30 PM

The meeting was opened with the Pledge of Allegiance

The meeting was called to order with Council Member Kauffman, Council Member Doll, Council Member Colanese, Council Member Short and Clerk-Treasurer Susan Moffitt present.

Also in attendance: Andrea Halpin, Jared Huss, Jason Quirk, Jill Doll, Molly Hannon, Roanna Hooten, Robert Hollingsworth

Election of Officers

Council Member Colanese nominated Marcy Kauffman to serve as council president for 2023. The motion was seconded by Council Member Doll and carried 3-0. Council Member Kauffman abstained.

President Kauffman called for nominations for council vice president for 2023. Council Member Short nominated Council Member Doll to serve as vice president for 2023. The motion was seconded by Council Member Colanese and carried 3-0. Council Member Doll abstained.

Appointment of Commissions

President Kauffman appointed the following commissions for 2023:

- Council Member Doll – Streets, Sidewalks, Cemetery
- Council Member Colanese – Utilities/Sewer, Water and Electric
- Council Member Short - Police
- President Kauffman will serve as liaison for Parks.

Approval of Minutes

Vice President Doll moved to approve the minutes of the December 5 Special Meeting, December 6 Public Hearing and General Meeting and the December 30, 2022 Special Meeting, as written. The motion was seconded by Council Member Colanese and carried 4-0. Council Member Short abstained from the December 6 Public Hearing and December 30 Special Meeting.

Public Comments

No public comments were offered.

Employee Reports

- Jason Quirk, Electric Department

Submitted a written report.

- Chief Baker

A written report was submitted.

- Attorney Andrea Halpin

Did some background work for Jared regarding the WTP, worked on the salary ordinance that was approved last week, assisted with wording of the retired officer candidates policy that was sent for Council review and several other things.

- Engineer Jared Huss

Thanked the Council for their approval of the 2023 LFA Engineering Contract and the CCMG Contract at the last meeting. He will work with Sue to get the 2023 CCMG Application submitted before January 27th.

Plans to contact Milestone soon to set a February kick-off for the remaining portion of the 2022 CCMG, which is the Meridian Street portion of the project.

He will present a contract for design of the sanitary sewer metering station for consideration in February.

He and Robert will be meeting with the new GM of Cliffs next week to introduce some different concepts and review some of the additional conversations we have had since the last meeting with them. He feels it would be prudent following this meeting to have a larger scale meeting in the near future.

New Business

- Council Appointment to the Area Plan Commission

Molly Hannon has agreed to serve as the Town Council representative to the APC. Molly has purchased the old Moser's building on Michigan Street that will be the home of her design business.

Vice President Doll moved to appoint Molly Hannon to serve as the APC Representative for the Town Council. The motion was seconded by Council Member Colanese and carried 4-0.

- Council Appointment to the New Carlisle Library Board

The Town Council received a recommendation to have April Rowe serve as the Library representative for the Town Council.

Vice President Doll moved to appoint April Rowe to serve as the Town Council Representative on the Library Board. The motion was seconded by Council Member Short and carried 4-0.

- Agreement for generator maintenance

Robert Hollingsworth submitted a quote for generator maintenance for the generator at WTP 1. This will include checking the load, changing the oil, changing anti-freeze, etc., at a cost of \$5,700. He feels this is something that needs to be done and will allow him to give Cliffs an idea of the generator status when they meet.

A motion to approve the generator maintenance agreement at a cost of \$5,700 was made by Council Member Colanese and seconded by Vice President Doll. Motion carried 4-0.

Council Member Colanese stated that he is very interested in getting started with finding a person to help with planning and grants. President Kauffman responded that she will set up some dates for planning at the end of tonight's meeting.

Council Reports

Vice President Doll

Thanked the Town employees for their work during the storm. He reported that they did a great job during the blizzard.

Council Member Colanese

Reported that everything is moving along well.

President Kauffman

Thanked police, fire, town crew, Jason and everyone for all of the hard work during the blizzard. She read a card from Discover New Carlisle thanking the Town, police, Jason, Perry and crew on making the Town look so festive and for helping with the event.

Bills to be Paid

Council Member Short moved to pay all bills as presented on the 1-3-2023 Claim Docket. The motion was seconded by Council Member Colanese and carried 4-0.

Adjournment

Upon a motion by Vice President Doll and second by Council Member Colanese the meeting adjourned at 6:46 PM.



Marcy Kauffman, Council President

Attest:



Susan I. Moffitt, Clerk-Treasurer

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, January 17, 2023 , 6:30 PM

The meeting was opened with the Pledge of Allegiance

President Kauffman called the meeting to order with Vice President Doll, Council Member Colanese, Council Member Short and Clerk-Treasurer Susan Moffitt present.

Also in attendance: Andrea Halpin, Jared Huss, Jill Doll, Jason Quirk, Perry Hinton, Brent Croymans, Robert Hollingsworth, Carol Middlebrook, Bob Middlebrook, Alison Abbott, Frank Robinson

Approval of Minutes

Vice President Doll moved to approve the minutes of the January 3, 2023 General Meeting as written. Seconded by Council Member Short, the motion carried 4-0.

Visitor Comments

No visitor comments were offered.

Employee Reports

- Perry Hinton, Town Crew Supervisor

He will be meeting with the Cemetery Board tomorrow at 1 PM.

- Jason Quirk, Electric Supervisor

Presented a written report and asked for close attention by the Council on the first two line items.

- Robert Hollingsworth, Water Treatment Plants Supervisor

All is good at both water plants.

- Brent Croymans, Assistant Chief

Has two service techs coming in next week for in-car camera installation. Council Member Colanese asked if we didn't already have cameras in the cars and Brent responded no.

- Attorney Andrea Halpin

Mostly worked on meeting related items.

- Engineer Jared Huss

Has worked on the CCMG 2023 request and it is mostly complete. On agenda for approval tonight is the letter of support that will be included with the application.

Have scheduled February 16th at 1 PM for a Meridian Street kick-off meeting for the final part of the 2022 CCMG project.

He and Robert met recently with Cleveland Cliffs and the county and reviewed previous discussions held. Cleveland Cliffs is on board with the potential solution which would be a less expensive alternative and this will be included in the contract Donohue is preparing. Jared reported that we need to work towards getting the design and upgrade contract from Donohue and determine solutions with WTP 2 and all of the pieces that determine the structure of payment and funding. We also need to start actioning some of the things we have discussed on the existing WTP and the other piece is the next step, cost estimate. He recommends we meet with Baker Tilly and hold a larger group meeting in the future.

Old Business

President Kauffman reported receiving a letter from resident Tara Dome who previously gave a presentation on backyard chickens and changing our ordinance to allow them. President Kauffman said that we had put this on the backburner but feels we need to make a determination. Council Member Colanese asked if we allow chickens would we also allow ducks and other types of fowl. President Kauffman said she has looked at numerous other chicken ordinances including South Bend and Fort Wayne and everyone allows chickens. The ordinances she reviewed are pretty tight and only include chickens and no other types of fowl. She is aware of concerns expressed about rats and things but feels we could make the ordinance tight, require a permit, limit the number and breed of chickens, and not allow roosters. This is done to address any potential issues in several of the community ordinances she has reviewed. She personally feels it is a neat thing for families to do and they get fresh eggs. Council Member Short expressed concern because of issues that South Bend has experienced with chickens. Andrea reported that years ago this was brought to the Council and lot size was a concern as most lots in town weren't sufficient per other town ordinances that were reviewed. Council Member Doll suggested a work session for discussion because Bob Middlebrook has expressed some concerns as well. President Kauffman and Andrea will gather information for the work session.

New Business

- -Approval of Hiring Policy Change for Retired Applicants

Andrea reported that this policy change reflects the discussion regarding hiring retired applicants held at the work session, as they are not lateral transfers and would need recertification.

A motion to accept the hiring policy for retired applicants, as written, was made by Council Member Short and seconded by Vice President Short. Motion carried 4-0.

- -Approval of CCMG Application

A motion to approve the CCMG Application as prepared and presented was made by Vice President Doll and seconded by Council Member Colanese. Motion carried 4-0.

- -Request for adjustment

The Council reviewed information presented regarding a request for an adjustment on the sewer portion of a resident's bill and felt additional information is needed before determination. The Council requested that Bob and Perry investigate further and this was tabled until that information is provided.

- -2023 Cleaning Services Contract Approval

The agreement for 2023 Cleaning Services with Pam Martell/Pam's Cleaning Service was presented. The cost for monthly cleaning remains the same at \$600 per month. A motion to approve the agreement for cleaning services with Pam's Cleaning was made by Vice President Doll and seconded by Council Member Colanese. Motion carried 4-0.

Council Member Colanese reported that he was asked what is happening with the solar farm outside of Town as a large amount of trucks have been going out there and he asked if anyone was aware of the status. Brent reported seeing trucks dropping off steel. Council Member Colanese expressed concern with what appears to be top soil scraped off. Andrea suggested asking the farmers to see if there is a violation and discussing this with APC, possibly filing an affidavit. Jared said that it seems to be a contractual issue and the farmers should address any such issues with the individuals involved if this is the case.

Council Member Colanese suggested having a meeting soon to get the park board restructured so that projects can move forward.

Ordinances and Resolutions

There were no Ordinances or Resolutions for consideration.

Council Reports

Vice President Doll

Attended the Solid Waste Management Board meeting recently and reports that Borden has included in their contract that if the houses in the area increase, they increase the cost to the board. Borden has reported 14,000 new houses and Solid Waste researched this. They found that approximately 90 percent of those new houses reported are food pantries, churches, things like that, and in the contract Borden is supposed to provide service to them free. He reports that they do keep good track and review.

Council Member Short

Reports that there is nothing new other than reviewing applications for the PD and going over some things. Brent submitted a binder of things he forecasts for the year.

Council Member Colanese

Reports a new opening has been posted for the job opened when an employee was moved to WTP II. The crew has been running short one person for the last year plus and Perry hopes to hire soon.

At the last fire territory meeting, finishing renovations as far as the outside of the building was discussed. This was supposed to be done with the station renovation but never was, although the inside is looking really good. Painting, new doors and some smaller things are needed. Last year the Territory Board gave approval for an assistant fire chief position and the board gave approval at the last meeting to hire someone for that job. This should alleviate some overtime and also give another person in command.

President Kauffman

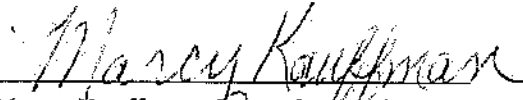
Thanked Jared and Andrea for hosting our holiday event at Moser's last Thursday. It was very nice and much appreciated by all.

Bills to be Paid

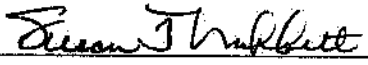
A motion to pay all bills as presented on the Claim Docket of 1-17-2023 and the Payroll Allowance Docket of 1-13-2023 was made by Council Member Short and seconded by Vice President Doll. Motion carried 4-0.

Adjournment

Upon a motion by Vice President Doll and second by Council Member Colanese the meeting adjourned at 7:08 PM.


Marcy Kauffman, Council President

Attest:


Susan I. Moffitt, Clerk-Treasurer

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
Executive Session, February 3, 2023, 12:30 PM

The New Carlisle Town Council met pursuant to the Notice of Executive Session. Present were President Kauffman, Vice President Doll, Council Member Colanese, Council Member Short and Clerk-Treasurer Susan Moffitt.


Also in attendance: Andrea Halpin

President Kauffman called the Executive Session to order at 12:30 PM to receive information about and interview perspective employees pursuant to I.C. 5-14-1.5-6.1(5) and to discuss a job performance evaluation of individual employees pursuant to I.C. 5-14-1.5-6.1(9). (This subdivision does not apply to a discussion of the salary, compensation, or benefits of employees during a budget process).


No decisions were made at this meeting and no subject matter was discussed in the executive session other than the subject matter specified in the public notice.

The executive session adjourned at 2:09 PM.

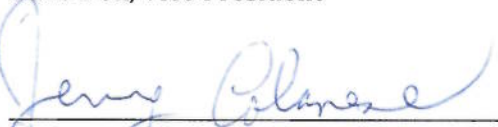
We hereby certify that the above memorandum is true and correct and that no other subject matter was discussed in this Executive Session.



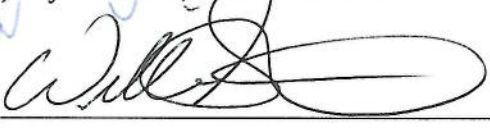
 Marcy Kauffman, President



 Dave Doll, Vice President



 Jerry Colanese, Council Member



 William Short, Council Member

Attest:



 Susan Moffitt, Clerk-Treasurer