

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, February 7, 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 Sue Moffitt present.

Also in attendance: Andrea Halpin, Jared Huss, Jason Quirk, Perry Hinton, Jill Doll, Brent Croymans, Robert Hollingsworth, Joyce Gard, Carolyn Higgins, Rod Wisser

President Kauffman welcomed several visitors from the Boy Scouts and thanked them for attending.

Approval of Minutes

A motion to approve the minutes of the January 17, 2023 General Meeting and February 3, 2023 Executive Session as written was made by Council Member Short and seconded by Vice President Doll. Motion carried 4-0.

Visitor Comments

No public comments were offered.

Employee Reports

- Perry Hinton, Town Crew Supervisor

Spoke with Larson Danielson reps regarding completion of the splash pad and reports they are looking at resuming work in mid-March.

The Council will be voting on the ordinance for the new cemetery addition later in the meeting.

- Jason Quirk, Electric Department Supervisor

Precon meeting with AEP and reports that the extension project will start up in May. Tree trimming begins tomorrow.

- Robert Hollingsworth, Water Plants Supervisor

Reports that they switched back to Tek, and the generator was tested this afternoon and all went well.

- Brent Croymans, Assistant Chief

In car cameras have been installed and are working really well.

- Attorney Andrea Halpin

Has several things but all pertain to agenda items and will discuss them during the ordinance review and demolition discussion.

Old Business

- Request for Adjustment

The issue the resident experienced was reviewed further with apartment staff and it was found that the water did go into the sewer and so no adjustment to the sewer bill is in order.

New Business

- Discussion of Proposed Amendment to the Animal Control Ordinance Regarding Chickens

A resident gave a very nice presentation for the Council several months ago and requested that our ordinance be changed to allow chickens to be raised in town. President Kauffman said that this has been discussed by the Council and ordinances from other towns have been reviewed. She feels that the Council needs to bring to a vote whether or not to move forward with creating an ordinance to allow chickens within the town limits, as requested.

President Kauffman asked for a motion to make changes to our animal control ordinance to allow chickens. Council Member Colanese stated that he likes the idea for kids but cannot get past the smell for neighbors and although he feels she would do fine, others may not. Council Member Short stated that he agrees and feels the average lot size in town plays a huge factor, with not enough space to contain the smell or noise, which would create a lot of carry over to neighbors. Council Member Colanese felt she did a good presentation and it was well thought out and in the interest of kids and he appreciated that. There was no motion and no further action was taken.

- Approval to Obtain Bids for Demolition

Andrea explained that because this was an unsafe property, the proper steps were taken and now we need to proceed with demolition. She and Sue will coordinate to do this if it is approved tonight and then create the bid to be put out, publish notice in Maryland, and set the demolition bid date far enough out to ensure proper notice is given in Maryland. Andrea requested a vote to move forward so these documents can be prepared and advertised. Council Member Doll moved to approve the demolition of all structures at 417 W. Michigan Street, New Carlisle, Indiana. The motion was seconded by Council Member Short and carried 4-0.

- Appointment of Town Marshal

President Kauffman asked for a motion to appoint Brent Croymans as our new Town Marshal. Council Member Short moved to appoint Brent Croymans as Town Marshal. The motion was seconded by Vice President Doll and carried 4-0.

Ordinances and Resolutions

- Ordinance#1442 an Ordinance Establishing the 4th Addition to the New Carlisle Cemetery

Andrea summarized the ordinance which adds the 4th Addition to the New Carlisle Cemetery and explained some additional details. Now that the land is ready to go and the ordinance will be adopted, she found a couple of other procedures required including an online application. She has also prepared another ordinance for consideration that gives the Cemetery Board control of this new addition and includes that it can be used solely as a new cemetery. All of this information will be recorded.

Cemetery Board President Carolyn Higgins reported that there are only four people on the Cemetery Board and they are very active and have worked diligently on this new addition. She thanked Perry because this has been a very long, detailed process and he has been wonderful. They have also prepared information, designed and prepared brochures, and are now ready to move forward. Andrea expressed agreement that Perry has been very instrumental in this process and in getting the final piece of information for the ordinance tonight as well. Carolyn expressed she had been concerned about the new cemetery addition being in LaPorte County but because Andrea has handled it all she is certain it is done well. Andrea responded that since it isn't taxable it made it a little easier to go across the boundaries as we did.

A motion to waive the rules to allow for adoption of Ordinance #1442 on the day of introduction was made by Vice President Doll and seconded by Council Member Colanese. Motion carried 4-0.

President Kauffman read Ordinance #1442 by caption only.

President Kauffman read Ordinance #1442 in entirety for the second reading.

President Kauffman read Ordinance #1442 by caption only for the 3rd reading.

A motion to adopt Ordinance #1442 as written was made by Vice President Doll and seconded by Council Member Colanese. The motion carried 4-0.

Council Reports

Council Member Short

Wanted to again express congratulations to Marshal Croymans and thanked him for everything he has done and will do for our Town. Marcy added to that and thanked him for everything he will do as well.

Vice President Doll

Appreciates all of the work, and it was a lot, that Perry has put into the design and development of this new section of the cemetery. He also expressed appreciation for John Mrozinski for staying on this until we completed the purchase of the property.

Council Member Colanese

Spoke with both Jason and Bob regarding purchases that needed approval. Bob requested approval for well cleaning and Jason for tree trimming, both of which are budgeted items. Council Member Colanese thanked both Bob and Jason for their proactive approach to all that they do and included Perry as well.

President Kauffman

She met with Andrea and Sue to discuss the ordinance establishing the park board and those details. Andrea is working on making changes, including eliminating responsibilities entirely for a park supervisor and giving many of those to the park board. Also discussed what they would like to see the park board do, including meeting with Sue, Perry, Jason when discussing plans, etc. Andrea will prepare a very rough draft for review and editing.

Clerk-Treasurer's Report

Sue reported that the Clerk's Office is going to be able to use one of the extra rooms downstairs for records storage. The room is no longer used or needed by the police department. The attic is full to capacity as is the current records storage room and we have binders and things stacked everywhere in the office because there is just no storage room left. We will need to purchase shelving and install it, but this should give plenty of storage for years to come as long as we continue to follow the records retention and destruction schedule for non-permanent records.

Bills to be Paid

A motion to pay all bills as presented on the Claim Docket for February 7, 2023 and the Payroll Allowance Dockets for January 27, 2023 was made by Council Member Short and seconded by Vice President Doll. Motion carried 4-0

Adjournment

Upon a motion by Council Member Short and second by Vice President Doll the meeting adjourned at 7:01 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 16, 2023, 12:00 PM

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

Also in attendance: Andrea Halpin

President Kauffman called the Executive Session to order at 12:00 PM to receive information about and interview perspective employees pursuant to I.C. 5-14-1.5-6.1(5).

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 1:10 PM.

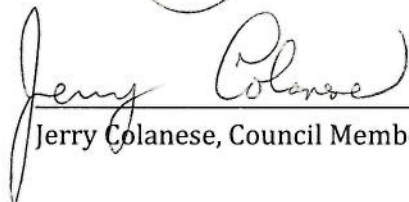
We hereby certify that the above memorandum is true and correct and that no other subject matter was discussed in this Executive Session.



Marcy Kauffman, President



Dave Doll, Vice President



Jerry Colanese, Council Member

Attest:



Susan Moffitt, Clerk-Treasurer

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, February 21, 2023, 6:30 PM

The meeting was opened with the Pledge of Allegiance

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

Also in attendance: Andrea Halpin, Jared Huss, Jason Quirk, Perry Hinton, Brent Croymans, Robert Hollingsworth, Dana Groves

Approval of Minutes

Council Member Colanese moved to accept the minutes of the February 7, 2023 General Meeting as written. The motion was seconded by Council Member Short and carried 3-0. The minutes of the February 16, 2023 Executive Session were tabled.

Visitor Comments

No public comments were offered.

Employee Reports

- Town Crew Supervisor Perry Hinton

Has a new employee, Larry Brown, starting with the crew on Thursday.

The asphalt company is coming to look at sealing tennis court and provide an estimate so that we have those numbers available should we decide move forward with that.

H&G came out last week to look at the five remaining water services on east Michigan that need to be moved off the old water line.

- Jason Quirk, Electric Supervisor

Presented a written report to the Council.

- Robert Hollingsworth

Informed the Council that he has obtained a quote to fix well #6 and it will be costly but is necessary. The quote from Ortman is \$22,000 and they would like to replace some piping that is pitted at the same time. The Council was in favor of moving forward with the required repair and Council Member Colanese will sign the quote.

- Chief Brent Croymans

No Report.

- Attorney Andrea Halpin

Has spent a lot of time and has sent numerous, very detailed emails regarding demolition. There are many, many steps we must take to demolish the structures but part one of the notices will get sent tomorrow so we are a step closer. We may need a short special meeting if dates don't work out with our regularly scheduled council meeting date because we will need a written statement that we attest we have done everything we need to do. The owners do have the chance to try to come clean it up or demolish it themselves, but we haven't heard from them yet and everyone was included in the contact info.

- Engineer Jared Huss

Introduced JJ from Lawson Fisher who is here this evening to get some additional depth for when Jared is unable to attend. Jared said that JJ is good and can help keep everyone informed.

Had Meridian Street preconstruction meeting and reports there will be some locating on Meridian at the end of this month then we will see Milestone out working.

Continues progress the 2023 community crossings design.

County did fund a study/update of the aquifer monitoring that SJEC paid for in 2016 and they are updating that and it continues to progress. We previously discussed the study of the SJEC plant and possible upgrades which the county will pay for but there should be an intergovernmental agreement for this.

Was able to attend the Baker Tilly meeting for capital planning updates which was very good.

Met with Kevin Macias regarding a side entrance to his building next door but should have invited Perry because he pointed out some things that everyone needs to be aware of. They will continue to look at the issue. Kevin is working on the building and it is looking great.

Andrea asked if SJC will be preparing an interlocal agreement for the SJEC study and Jared said they will.

New Business

-Dana Groves-Discover New Carlisle

Dana was asked to be here on behalf of Discover New Carlisle. They are trying to, with the state of downtown, think of ways to let people know New Carlisle is here and ripe for development, and attract some new businesses to town. They've been put in touch with a marketing company to do a video to share on social media platforms that would highlight the community and opportunities that are available. Discover New Carlisle is asking if the Town would be willing to pay half of the \$4,200 cost for a 6 minute video, which includes a couple of creative sessions, storyboard and script, and then another creative session for review, establishing locations, actors, props, dates, by J2 Marketing. Andrea cautioned that if the Town participates, we would need to be very careful about not highlighting specific businesses and suggested blurring out business signage. This will be placed on the agenda for the March 7 meeting as President Kauffman is a member of DNC and so would abstain from a vote.

- Request to order Well-House Building

Robert explained that we need to have protective structures over all of the wells and Jared added that this is an IDEM requirement from some time ago. One well was completed last year, one is on the capital plan to be done this year and then two additional wells over the next two years which are also on the capital plan. The cost includes a 14x12 fiberglass reinforced, pre-engineered building, specifically designed for each well. A motion to approve the well house building from Mekco at a cost of \$32,952 plus freight was made by Council Member Short and seconded by Council Member Colanese. Motion carried 3-0.

Ordinances and Resolutions

- Ordinance#1443 -an Ordinance Amending and Supplementing the Zoning Ordinance of the Town of New Carlisle, as amended, to designate the Indiana Enterprise Center Overlay District (1st reading)

Tabled

President Kauffman reports that this was tabled at the county level this afternoon.

- Ordinance#1444-An Ordinance Amending and Supplementing Title XV, Land Usage, Chapter 152, Zoning, of the Town of New Carlisle Code to Establish the Indiana Enterprise Center Overlay Zoning District (1st reading)

Tabled

- Ordinance# 1445-A Salary Ordinance for the Employees of the Town of New Carlisle (1st reading)

A motion to waive the rules to allow for adoption of Ordinance #1445 on the day of introduction was made by Council Member Short and seconded by Council Member Colanese. Motion carried 3-0.

President Kauffman read Ordinance #1445 by caption only.
President Kauffman read Ordinance #1445 in entirety.
President Kauffman read Ordinance #1445 by caption only.

Council Member Colanese moved to adopt Ordinance #1445 as written. The motion was seconded by Council Member Short and carried 3-0.

Council Reports

Council Member Short

Apologized to all for missing the executive session due to unforeseen circumstances at work. He feels we are good and will be filling one more position on the department soon and will continue working to find the right people.

Council Member Colanese

No report.

President Kauffman

Attended APC meeting this afternoon and spoke regarding the two separate revisions done on the IEC overlay. She said she shared with them that there should have been a better process for this, with the task force originally organized to create the IEC overlay included in the process.

Welcomed the Boy Scout in attendance who is working on his second merit badge for community government.

Clerk-Treasurer's Report

Sue presented the 2022 Annual Financial Report that was submitted on February 16, 2023 to the Council.

Bills to be Paid

A motion to pay all bills as presented on the Claim Docket of February 21, 2023 and the Payroll Allowance Docket for the payroll of February 10, 2023 was made by Council Member Short and seconded by Council Member Colanese. Motion carried 3-0.

Adjournment

Upon a motion by Council Member Short and second by Council Member Colanese the meeting adjourned at 7:00 PM.



Marcy Kauffman/Council President

Attest:



Susan I. Moffitt, Clerk-Treasurer