

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
Special Meeting, June 6, 2023, 9:00 AM

President Kauffman called the Special Meeting to order with Vice President Doll, Council Member Abbott and Clerk-Treasurer Sue Moffitt present. Council Member Colanese and Council Member Short were absent.

Also in attendance: Andrea Halpin, Perry Hinton, Jason Quirk, Brent Croymans

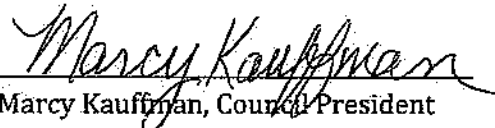
The purpose of the special meeting was to discuss signage, lighting and fencing for the new spray pad. There was much discussion and review of signs from other spray pads. Information to include on the signs will include that the spray pad will be open daily, Memorial Day through Labor Day, from 9 AM to 8 PM. Signage will also include weather warning, a closing disclaimer, supervision not provided, swim diapers required and no pets except services animals. Age limits that were included on some of the sample signs from other spray pads were discussed, but no one was in favor of limiting ages and President Kauffman suggested possibly holding a "teen night" event.

Lighting the spray pad area was discussed and Jason gave some options. He has some lights on hand that we will try temporarily to help determine what may work best.

Installation of fencing was discussed and may be looked at again in the future.

President Kauffman asked about the cameras that were previously discussed. Perry explained that he, Brent and Sue met with someone last fall about installation of broadband in Memorial Park and they were going to provide a quote for cameras as well but never got back with us. Discussed at that time was possible installation of two cameras and an emergency phone. Addition of an AED station would also be good and Perry recommends that this be done when permanent restrooms are added to Memorial Park because we would need some protection from weather for the AED. Restrooms would require a utility room that would also need weather protection and placement of an AED station near that could work well.

The Special Meeting adjourned at 9:50 AM.


Marcy Kauffman, Council President

Attest:


Susan I. Moffitt, Clerk-Treasurer

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, June 6, 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 Short, and Clerk-Treasurer Sue Moffitt present. Council Member Colanese was absent.

Also in attendance: Andrea Halpin, Jill Doll, Perry Hinton,, Brent Croymans, Jason Quirk, Carol Middlebrook, Bob Middlebrook

Approval of Minutes

Vice President Doll moved to approve the minutes of the May 23, 2023 General Meeting as written. Seconded by Council Member Short the motion carried 3-0.

Visitor Comments

No visitor comments were offered.

Employee Reports

- Perry Hinton, Town Crew Supervisor

The Meridian St. project is going well and they should have water mains back up tomorrow pending the second water testing results.

The cemetery sexton building was broken into between Saturday afternoon and Monday morning and a set of marker stamps, with a value of approximately \$3,000 was taken.

Deferred to President Kauffman to report on the meeting earlier today

- Jason Quirk, Electric Department

A written report was submitted that includes a request for formal approval to prepare an RFP for a new service truck which has been budgeted for the last several years.

Council Member Short moved to allow Jason to move forward with the RFP for a service truck as requested. The motion was seconded by Vice President Doll and carried 3-0.

- Chief Brent Croymans

A written report was submitted which shows call volumes up about 90 cases.

- Attorney Andrea Halpin

Has mainly assisted with some employment issues.

New Business

- National Night Out Against Crime August 1st

Sue explained that the Special Event Permit Application was submitted and will need Council approval as they have requested the closing of Bray Street, from Michigan to Chestnut Street, for the event. This is an annual event put on by the St. Joseph County Police Department and is held in New Carlisle every 4-5 years. A motion to approve the Special Event Permit and request to close Bray Street for the evening was made by Vice President Doll and seconded by Council Member Short. Motion carried 3-0.

Council Member Abbott entered the meeting.

- -Request for Variance to the Noise Ordinance-Billy Goat 9 & Dine

The Council received a written request from George and Sharon Peterson of The Billy Goat 9 & Dine for an exception to the noise ordinance on August 26, 2023. The Billy Goat will again host the Beer and Wine Walk After Party on that date and they would like to have the band play from 9 PM to 12 AM. They were granted an exception last year and there were no issues and no complaints were reported.

A motion to allow for a variance to the noise ordinance to allow the band to play at the after party on August 26 from 9 PM to 12 AM was made by Vice President Doll and seconded by Council Member Abbott. Motion carried 4-0.

- MOU for the Water Treatment Plant

Tabled

- -Tour de La Porte August 27, 2023

The Tour de La Porte special event permit application was submitted for information only. No services or street closures are requested.

- -Town of New Carlisle/Olive Township building remodel request.

Olive Township Trustee, Will Miller, informed the Council that they would like to remodel the building that currently houses the Trustee's Office and is owned jointly by the Town. They would

like to remodel the interior of the downstairs, mostly the meeting room area, removing the columns and adding new flooring, ceiling, lighting, and paint to create a better meeting space. He estimates the renovation will cost approximately \$30,000 and will be paid fully by Olive Township. Andrea feels a vote to approve the renovations should be taken.

A motion to allow Olive Township to proceed with renovations of approximately \$30,000 at their cost to the Tim Walz Administrative Building was made by Vice President Doll and seconded by Council Member Abbott. Motion carried 4-0.

Ordinances and Resolutions

- Ordinance #1451 – A Salary Ordinance for Town Employees

A motion to waive the rules to allow for the adoption of Ordinance #1451 was made by Council Member Short and seconded by Vice President Doll. Motion carried 4-0.

President Kauffman read Ordinance #1451 by caption only for the first reading.

President Kauffman read Ordinance #1451 in entirety for the second reading.

President Kauffman read Ordinance #1451 by caption only for the third and final reading.

A motion to adopt Ordinance #1451 as written was made by Vice President Doll. The motion was seconded by Council Member Short and carried 4-0.

Council Reports

Council Member Abbott

Attended the meeting about the splash pad this morning to work on setting up rules and she will have another meeting about the park board on Thursday.

President Kauffman

Met today to get some guidelines and rules set for the spray pad and get some informational signs to put up. She feels this is a positive for the town and it is wonderful to see all of these happy kids.

Bills to be Paid

A motion to pay bills as presented on the Claim Docket and the Payroll Allowance Dockets of June 2, 2023, was made by Vice President Doll and seconded by Council Member Abbott. Motion carried 4-0.

Adjournment

Upon a motion to adjourn by Vice President Doll and second by Council Member Abbott the meeting was adjourned at 6:50 PM.



Marcy Kauffman, Council President

Attest:



Susan I. Moffitt, Clerk-Treasurer

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, June 20, 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 Abbott and Clerk-Treasurer Sue Moffitt present. Council Member Short was absent.

Also in attendance: Andrea Halpin, Jared Huss, Jason Quirk, Perry Hinton, Jill Doll, Bob Middlebrook, Carol Middlebrook, Robert Hollingsworth, Jackson Sanford

Visitor Comments

No public comments were offered.

Employee Reports

- Town Crew Supervisor Perry Hinton

The Meridian Street Project is going really well. Base will be going down tomorrow or Thursday.

Thank you to Marcy for spotting an issue with the slide at Memorial Park, and to Jason for helping block it off while he was out of town. Has contacted the playground equipment company and we believe the slide is under warranty. He has submitted pictures to Mary, our representative, for reference.

Council Member Colanese asked Perry if there are any other projects going on now besides Meridian Street and the spray pad. He had the opportunity to play pickle ball on vacation and is all in and would like to get the tennis court redone. Perry has obtained a quote for resurfacing the courts.

President Kauffman asked if grass will be replanted where the house was demolished on Michigan Street and Perry responded that Ritschard Brothers will be putting down black dirt and planting grass seed per the contract. Andrea reported that she included this requirement in the bid specs after speaking with Perry and Bob. Perry reported that they found a cistern during demo that was about 5 feet from new curb and if they tried to dig it out it could damage the curbing and so he had them crush it down.

- Jason Quirk, Electric Supervisor

Meridian Street never looked so good.

Would like council permission to advertise an RFP and then hold a bid opening at the July 18th meeting.

A motion to approve the advertisement for bids for a new electric utility truck was made by Council Member Abbott and seconded by Council Member Colanese. Motion carried 4-0.

- Attorney Andrea Halpin

Worked on the ordinance for reestablishment of park board as well as some employee issues.

- Engineer Jared Huss

Meridian is moving right along as Perry reported.

The 2023 CCMG paving project is out for advertisement with bid opening and recommendation scheduled for July 5.

Work has continued with Robert, Pat and Jared and has included some site visits. The MOU is on agenda tonight.

Noted that we have a significant amount left on the inspection contract for Meridian and Bray that will likely just not be used and the remaining value won't be carried over.

New Business

- MOU Regarding Potable Water Upgrade Study

Andrea reported that she has reviewed the MOU and there was no significant difference between this and the original MOU. Jared reported that the plan would be for this plant to be completed by 10-2026. He spoke with the county about possibly having a master MOU, especially when construction begins. We will want to include Baker Tilly in this conversation as we will be discussing rate impacts, O&M, etc. and Robert will be specifically interested. We want to structure ourselves to not be in a backwards position as we had a plant built 30 years ago and are now dealing with some things from that.

Vice President Doll moved to approve the Memorandum of Understanding for WTP II as presented. The motion was seconded by Council Member Colanese and carried 4-0.

Ordinances and Resolutions

There were no ordinances or resolutions for consideration

Council Reports

Vice President Doll

Met with the Cemetery Board today and the biggest discussion was the addition of a monument in the center of the newest addition to the cemetery. Perry will be getting quotes for what they are considering.

Regarding the Meridian Street project, Perry had them do a site check regarding an issue he found. They had the curb and sidewalks extended approximately 70 feet.

Council Member Abbott

Got ahold of Malarie and they are going to be meeting next week to see if there can be a park board meeting. Malarie is looking for people to fill vacancies on the park board and has one person, and possibly a second, interested.

Was able to visit the splash area for the first time today and it is beautiful.

President Kauffman

The next meeting will be on Wednesday, July 5th.


Will be holding work sessions on July 10 and 24 at 9 AM with one involving a council orientation. Andrea suggested setting up some regular meeting days and times for work sessions or special meetings because there is a lot going on. Executive sessions were scheduled for July 5th at 5 and July 10 at 9 AM

Bills to be Paid

A motion to pay all bills as presented on the Claim Docket of 6-20-2023 and the Payroll Allowance Docket of 6-16-2023 was made by Council Member Colanese and seconded Vice President Doll. Motion carried 4-0

Adjournment

Upon a motion by Council Member Abbott and second by Vice President Doll the meeting adjourned at 7:09 PM.


Marcy Kauffman, Council President

Attest:


Susan I. Moffitt, Clerk-Treasurer