

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
Executive Session, July 5, 2023 , 5:00 PM

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

Also in attendance: Andrea Halpin, Jared Huss


President Kauffman called the executive session to order at 5:00 PM for the purpose of Interviews and negotiations with industrial or commercial prospects or agents of industrial or commercial prospects by the Indiana economic development corporation, the office of tourism development, the Indiana finance authority, the ports of Indiana, an economic development commission, the Indiana state department of agriculture, a local economic development organization (as defined in IC 5-28-11-2(3)), or a governing body of a political subdivision.

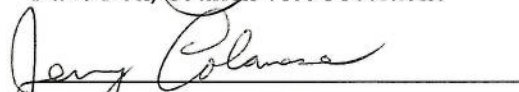
No decisions were made at this meeting and no subject matter was discussed in the executive session other than the subject matter specified in the public notice.

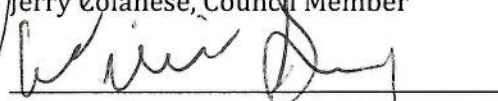
The executive session adjourned at 6:25 PM

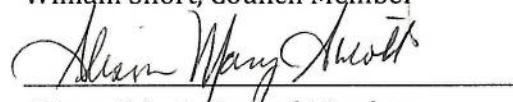
We hereby certify that the above memorandum is true and correct and that no other subject matter was discussed in this Executive Session.


 Marcy Kauffman, Council President


 Dave Doll, Council Vice President


 Jerry Colanese, Council Member


 William Short, Council Member


 Alison Abbott, Council Member

Attest:

 Susan Moffitt, Clerk-Treasurer

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, July 5, 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, Jill Doll, Brent Croymans

Bid Openings

President Kauffman opened two bids for the 2023 CCMG Street Project as follows:

Bidder	Base Bid
Milestone Contractors North Inc.	\$652,900.00
Rieth-Riley Construction Co., Inc. -	\$567,054.90

The bids were given to Chris Szalakjo of Lawson Fisher for review and a recommendation will be given at the end of the meeting.

Approval of Minutes

Vice President Doll moved to approve the minutes of the June 6, 2023 General Meeting and Special Meeting and the June 20, 2023 General Meeting as written. The motion was seconded by Council Member Abbott and carried. Council Member Colanese abstained from the meetings of June 6th.

Visitor Comments

No public comments were offered.

Employee Reports

- Chief Croymans

Submitted the June stats report.

- Engineer Jared Huss

Jared reported that he, Dave and Perry will have a project walk through tomorrow afternoon for the Meridian Street Project, and will likely generate a punch list. Any change order needed will be brought to the next meeting so that we can close the project out by the end of July.

Spoke with Marcy as well as Robert and Pat, and reports both WTP projects are moving forward. There was a small glitch as Robert and Pat were not invited to the kick-off meeting with Donohue,

but Jared has followed up with both of them. One consideration in working with DLZ is the possibility of turning the SJEC plant into a potable water plant and the reason this was brought up was because the water produced there is pretty comparable to potable. He spoke about this with Pat and Robert and both wondered why this wasn't already on the table. We want to go through this process to make sure it is something we can do before we get to design and sign contracts. The first upgrade would be to the SJEC plant because of a list of things. We don't want to cut corners and this would be beneficial operationally as it would be less costly and, as Marcy pointed out, this is our responsibility. This may change the contract and requiring an amendment.

The paving project that we opened bids for tonight will be coming up soon, requiring inspection services but only part-time as Perry has this well in hand. LFA will have a contract for consideration at the next meeting. The current inspection services contract for the Bray and Meridian Street Projects only used approximately half of the contract amount and the remainder will not be used.

Old Business

None

New Business

None

Ordinances and Resolutions

None

Council Reports

Vice President Doll

Council Member Doll will be attending the project walk through tomorrow. Reports that they had a complaint from a resident on Meridian Street and he spoke with her and needs to talk to Perry to see what the final outcome was. They did make some adjustments as the complaint was about runoff from the street ending up in her yard. The resident also reported a water pressure issue in her home and he spoke with Jared about this who explained that it is her responsibility from the meter or shut-off into her house. The line is galvanized and could be the issue.

Council Member Abbott

Council Member Abbott met with Perry and Malarie informally to talk about park things. Malarie suggested we send out an alert, which Perry took care of, and we have had a very good response. She is one of those people that want to jump in and she realizes she has to sit back and let others do things. Some people had some concerns about incorporating older residents and one of her suggestions was starting some programming in the park encompassing all age groups. Nothing set

in stone yet and they will meet again. A lot of questions were brought up about not only budgeting but the five year plan and revising it. What was important then might not be at this point. Malarie asked about the splash pad and cost and is doing a good job.

Council Member Abbott reported that she had a complaint and was supposed to talk to Bob from an individual about parking and the significance of parking on opposite sides of the street. She told the lady she would get back with her when she could get with Bob. The odd/even parking information is contained in the Town Code Book and Chief Croymans provided a copy of the ordinance.

Bid Review and Recommendation

Jared reported that the lowest bidder is missing a signed addendum. This is not an irregularity and we would allow them the ability to provide a signed addendum in the time frame before the next council meeting. Jared recommends that we award the bid to Reith Riley contingent upon the receipt of a signed Addendum #1.

Vice President Doll moved to accept the Reith Riley bid of \$567,054.90, contingent upon the receipt of the signed Addendum #1. The motion was seconded by Council Member Colanese and carried 4-0.

Clerk-Treasurer's Report


Sue presented the June 2023 Bank Reconciliations to the Council and reported that they have been uploaded to Gateway.

Bills to be Paid

A motion to pay all bills as presented on the Claim Docket of July 5, 2023 and the Payroll Allowance Docket of June 30, 2023 was made by Vice President Doll and seconded by Council Member Abbott. Motion carried 4-0.

Adjournment

Upon a motion by Vice President Doll and second by Council Member Colanese, the meeting adjourned at 6:55 PM.


Marcy Kauffman, Council President

Attest:


Susan I. Moffitt, Clerk-Treasurer

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
Executive Session, July 10, 2023 , 10:00 AM

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

Also in attendance: Andrea Halpin

President Kauffman called the executive session to order at 10:35 for the purpose of Interviews and negotiations with industrial or commercial prospects or agents of industrial or commercial prospects by the Indiana economic development corporation, the office of tourism development, the Indiana finance authority, the ports of Indiana, an economic development commission, the Indiana state department of agriculture, a local economic development organization (as defined in IC 5-28-11-2(3)), or a governing body of a political subdivision.

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 11:14 AM.

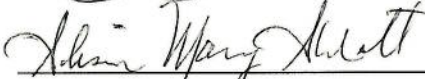
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Marcy Kauffman, Council President



Dave Doll, Council Vice President



Alison Abbott, Council Member

Attest:



Susan Moffitt, Clerk-Treasurer

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, July 18, 2023, 6:31 PM

President Kauffman called the meeting to order with Council Members Colanese, Short and Deputy Clerk Doll all present. Vice President Doll, Council Member Abbott and Clerk-Treasure Moffitt were absent.

Also in attendance was Andrea Halpin, Jared Huss, Perry Hinton, Jason Quirk, Brent Croymans Bob & Carol Middlebrook, Carolyn Higgins, JJ LaBounty, Steve Mann, Danielle Montana & Guest.

Call to Order

President Kauffman called the meeting to order with the reciting of the Pledge of Alliance

Approval of Minutes

President Kauffman put the minute approvals on hold after Attorney Halpin advised that there is not enough Council Members present that can vote tonight. Council Member Short then advise that he would have to abstain on those date.

Visitors Comments

- Carolyn Higgins

The cemetery board would like to move forward with a Welcoming Zone in the new addition of the cemetery. They would like to do a large granite engraved stone at a cost of around \$20,000 and landscaping for the center drive. Then stated that Perry has gotten 2 quotes, so far and that one includes the engraving. She also said he is still getting two more. The Cemetery Board knows that the Town is working on budgets and would like to ask for \$50,000 from capitol fund to do and complete this generational project. They would then ask for an additional \$25,000 for the year after. She wanted to thank Perry for his great leadership and thanks to this great committee. Thanking them for their work on this project and their just "Want to do it Right" attitude for this once in a life time project.

Council Member Abbott arrived at this time.

- Danielle Montana

Danielle introduced herself as the new home owner at 117 W. Michigan St. and is here to ask about the notice she received from Mr. Middlebrook, about zoning for her property. She also got a call from Attorney Halpin about the zoning. She advised that she had a copy of a variance dated 7-26-05 and presented it to the Council. After having some discussion about her property she added that she hopes to remedy this and that

she tries to be a good neighbor to all of her neighbors. And also has had no complaints from any neighbors and has a no pet policy.

- Steve Mann

Steve advised that he was here to ask the Council about doing the "Wreaths across America" again this year? This is a way to honor our fallen veterans in our cemeteries across our country. Last year this program got sponsors for 470 wreaths and was able to place a wreath at every grave of 463 veterans in our cemetery. This program also was able to raise \$2,350.00 for the Jamie Middlebrook Scholarship in the benefits part of this program. President Kauffman thanked Steve for bringing this to us and reminding us that winter is coming.

Employee Reports

- Perry Hinton, Crew Leader

Perry ask the Council about having the splash pad open during Home Town Days and what their thoughts were for that? Council Member Colanese ask if there were any concerns about having it open during that time and he advised that with this being the first year to have it, at the same time as the Home Town Days, he just wanted to know what they wanted. Council Member Abbott questioned if this would take away from any vendors during the event. She was advised that they were not aware of anything it would interfere with. The Council agreed that they would like the splash pad to stay open.

- Jason Quirk, Electrical Department

President Kauffman advised that they all had received a copy of his report and ask him if he had anything else to add? He advised nothing to add

- Attorney Andrea Halpin

She had several meetings and follow ups with the Council on loose ends.

Jerry & Will missed the orientation the Council had and will need to set up a time for both of them to get theirs done with her. Lastly she advised Danielle that she will follow up with her after she looks into her questions from tonight's discussion.

- Engineer Jared Huss

Certificate of substantial completion based on our walk thru at the Meridian Street Project and there is a punch list for the contractor that needs to be completed. Also a drainage issue needs corrected, was not installed properly. Then when finished and paved we will approve and then release the retainer.

A follow up to the bids openings from last Council Meeting in regards to the Reith-Riley bid concerns- Reith-Riley did correct the clerical error so we did agree and now we are moving forward.

Jared advised he has had several water meetings along with Robert & Pat on the water treatment plant upgrades and all that it involves.

New Business

Request for Adjustment

Cleveland Cliffs made a request for the removal of late fees from June. President Kauffman advised that she was not comfortable doing that for a business when we don't remove late fees for residents when their payment arrives late. Council Member Short agreed with her and that size of the account should not be a factor. Council Member Colanese advised that he feels that since they will be putting a big chunk of money in the water plant upgrades that we should remove them. Council Member Short then made a motion not to wave the late fees. There was no second, so discussion continued. Council Member Abbott added that she felt that we should also remove the late fees. Jared then advised, from an engineering prospective, that yes, I/N Tek will contribute a sufficient amount of money as their responsibility toward the water treatment plant, as their due for the upgrades and that is irregardless to their bill paying policies. So after discussion, a motion was made by Council Member Short again to not remove the late fees and again there was no second. President Kauffman then stated that the request dies for lack of a second. At this point Attorney Halpin then advised that if a different motion was to be made and the vote was a tie, that the tie breaker was not here tonight to break the tie, if it were to happen. She then advised that the motion be tabled.

2022 Account to Collections

At this time presented to the Council were accounts to be written off and the accounts to be then sent on to Collections for the 2022 year. Only one residential account and one Fire Protection account were outstanding from last year. The outstanding amount to be sent to collections is \$1,279.86. Council Member Short made a motion to send the accounts to collections and Council Member Abbott seconded the motion. The motion passed 4-0.

New Carlisle Town Council

Bake Tilly Sewer Rate Study Agreement

President Kauffman advised that before her was the costs for the study to be done for our sewer rates and was requesting a motion to move forward with having that study done. This study will help us with decisions on things that relate to the sewer infrastructure and costs needed for that. Council Member Colanese made that motion and Council Member Short seconded. The motion passed unanimously.

Jared wanted to make sure that the Council understood that the study is being done by the Town as a due diligent to assess the infrastructure and assess the rate at which rates are established. This also helps to make sure all are in alignment and we are where we should be with those costs.

Final Change Order for Meridian Street Project

Engineer Huss advised that this final change order helps us to finish the true up with the project costs for the 2022 Community Crossing Grant. He advised that there were some increases, \$20,000 in costs for the water parts of the project and a decrease for the rest of the overall project at around \$72,000. So the final decrease in cost of the Meridian Street Bray Street Reconstruction Project was \$51,955.22. Council Member Short then made a motion to accept the final change order for the Meridian Street Project. Council Member Colanese seconded the motion and motion passed 4-0.

Jared then thanked Perry, Town and Milestone on the great job done by all for this project.

Ordinances and Resolutions

- Ordinance#1452- An ordinance to Amend Written Commitments Concerning the Rezoning of Property Located at Unaddressed 9.74 +/- Acre Parcel Immediately Northeast of the Intersection of Timothy Road and Marvel Lane (1st reading)

President Kauffman read ordinance #1452 by caption only for the first reading.

Council Reports

- Council Member Short
Advised that Chief Croymans, has done a great job in getting candidates for the open positions. He also advised that he had gotten all the information to go along with them.
Thank you

- Council Member Abbott

She has been working with Malarie on getting the Park Board up and running. Malarie is doing a wonderful job with this. They met today with the first person interested on being on the board. She then apologized to Perry for not having him there, as it was a last minute meeting and will let him know about the next round of meetings. They have

many people to talk with next week. She also has the possibility of having a second board made up a teens.

Her daughter and friends are interested in being involved with the parks. Once the Park Board is set, they can then move forward on setting up the secondary board.

- Council Member Colanese

He advised that the "water & electricity are flowing freely" and the sewage too! The Fire territory- they just went over the budget

Vol. Fire Men- got their retirement fund paid off, and then he asked Bob if there was still a Volunteer Fire Department. Bob answered that three of the Volunteers work part time for the Fire Territory and that there has been an Alumni Association started for Retired Firemen.

Bills to Be Paid

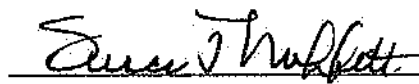
Council Member Short made a motion to pay the bills. Council Member Abbott seconded and the motion passed 4-0.

Adjournment

Council Member Abbott made a motion to adjourn and Council Member Short seconded the motion. Council President Kauffman then adjourned at 7:01 PM.


Marcy Kauffman, Council President.

Attest:



Jill A. Doll, Deputy Clerk

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
Executive Session, July 19, 2023, 5:30 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. Council Member Abbott was absent.

Also in attendance: Andrea Halpin, Brent Croymans

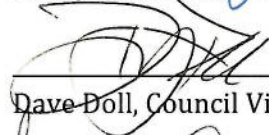
President Kauffman called the executive session to order at 5:34 PM for the purchase or lease of real property by the governing body up to the time a contract or option to purchase or lease is executed by the parties pursuant to IC 5-14-1.5-6.1(b)(D); and to receive information about and interview prospective employees pursuant to IC 5-14-1.5-6.1(b)(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.

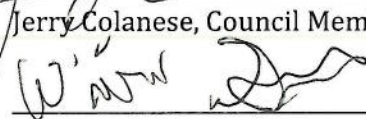
The executive session adjourned at 6:38 PM.

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, Council President


 Dave Doll, Council Vice President


 Jerry Colanese, Council Member


 William Short, Council Member

Attest:


 Susan Moffitt, Clerk-Treasurer