

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, February 6, 2024, 6:30PM

The meeting was opened with the Pledge of Allegiance

President Kauffman called the meeting to order with Vice President Doll, Council Member Colanese, Public Works Director John Mrozinski, Special Projects Assistant Susan Moffitt and Clerk-Treasurer Julie Brown present.

Also in attendance: Andrea Halpin, Jared Huss, Yvonne Hoffmaster, Marshall Brent Croymans, Chad Hess from NCFP, and JJ Labounty from LFA

Absent from attendance: Council Member Abbott, Council Member Short

Approval of Minutes

Vice President moved to approve the minutes of the January 29, 2024, General Meeting, and January 29, 2024, Executive Session. The motion was seconded by Council Member Colanese and carried 3-0.

Visitor Comments

None

Employee Reports

- Andrea Halpin, Town Attorney

-Contacted attorneys in Ft. Wayne who represent the foreclosure of the house next to the church and its danger of falling. She had told them it will need to be taken down, but the town would prefer permission to do so because of all the paperwork, if they don't give us permission. She did receive an email from the attorney of the bank, who represents foreclosure proceedings, stating she had been out of the office. Foreclosure listed the property key number for the foreclosure of the house that had a different property key number than the house. Church is sighted as collateral for the house, but Andrea was unable to find evidence of the mortgage through the auditor and recorder. Andrea received copies of the drone pictures recorded from County Police, of the church from Chad Hess from NCFD and forwarded them to the attorneys. Andrea stated that the town will not wait to hear from them to move forward due to the hazard that is pending. The town council will need to have an emergency meeting to vote before tearing down the buildings.

-Reported on the salary ordinance that was submitted for review regarding Marshal Croymans, proration of \$10,000 raise from May through December and Officer Cole, payroll information was incorrect on original salary ordinance from \$23.08/hr. to \$25.49/hr. to be prorated for the 1st two payrolls of the 2024 year.

-Helping Jared with excavation permit for the easement and is using a different type of agreement from the year 2016 but has the basic rules to use for the new agreement. She will be requesting an exhibit for the plan which we have not yet received. Andrea needs the legal description of where they want to cross and their construction costs. Jared stated that we may write up a shared use agreement for the easement, but we will work through the details in negotiations.

- Jared Huss, Town Engineer

- Jared interjected Andrea with information about easement agreement. The team is going to be meeting with the company again to get the required information to progress the work. Jared will make sure the meeting will include John, Perry and a representative from their company.

-Thanked Yvonne Hoffmaster for submitting the CCMG and her help with getting it completed, which was due January 31st.

-He mentioned there was a meeting earlier in the day with DLZ on the sanitary plan and engineering report. The meeting went well.

-Continues to be part of the meeting with St. Joseph County and GM and other various water projects.

-Received a response back from Cliffs about the metering station and will be working on that for the lift stations.

-Reviewed Dollar General site plan and it went well but there are pieces that will need to be addressed and will talk about details later.

-Addressed question from Council Member Colanese regarding Edison Rd. across from Cliffs and annexation. Jared explained that Baker Tilly will be able to give us more direction in the next week or two.

- Public Works Director John Mrozinski

-John interjected into Andrea's report that Chad Hess from NCFD had someone from the county police department take drone pictures of the church. They had been forwarded to Andrea and John. There are 3-4 companies that we are waiting for quotes to remove the buildings. Bob Middlebrook met with the owner, Kevin, but unsure of the outcome of that meeting. We are trying to move as quickly as possible.

-John gave workers accolades about the main break again about getting it done on a timely manner and thanked President Kauffman for finding the leak. John also thanked Chad for getting the drone pictures done on the church/house.

-John stated that he and Susan Moffitt are working on Utility employee descriptions for the employee handbook and will present them to the board as soon as they are completed.

New Business

- Parade Permit application for the NP Little League, Saturday, April 27th, 2024. Vice President made a motion to approve and Council Member Colanese 2nd the motion. Motion carried 3-0.

Ordinances

Ordinance #1463 ; Amendment to salary ordinance #1458, Ordinance of compensation of the town employees of the Town of New Carlisle, was read for the 1st reading only.

Council Reports

- Vice President Doll

-Let the council know there is a cemetery meeting this week. They will be meeting with contractors to let them know what is expected for the 2024 mowing bids. Susan Moffitt stated that the amount for 2023 mowing was approximately \$18000-\$20000.

- Council Member Colanese

-Spoke with Steve Cooreman about annexation.

-Directed a question to Chad Hess from the NCFD about progress in inspections of housing/businesses. He mentioned the fire in South Bend that left children deceased was previously a HUD home but was sold to a private homeowner before the fire. He also stated that they will begin inspections on rentals within town limits as soon as possible. There will be a meeting February 12th, 2024, at 9am to discuss this process. Chad also mentioned that they already started scheduling inspections for all the businesses in town. The FD did find that the library's alarm had been offline without their knowledge. He found the fact out while at the library to have a conversation. The alarm company was there at the time and stated that everything was back online and working. Chad had them test it while he was there, and it failed. Chad also stated all Class 1 structures will be mandatory to allow inspections. The FD may be turned away from privately owned residential homes except rentals, which will be mandatory as well. Vice President Doll asked if the fire alarm maintenance companies needed a permit to do that type of work and Susan Moffitt responded that they do not.

- President Kauffman
 - None

Clerk-Treasurer Report

None

Bills to be Paid

Council Member Colanese motioned for all bills to be paid on the dockets and Vice President Doll seconded the motion. All approved 3-0.

Adjournment

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



Marcy Kauffman, Council President

Attest:


Julie Brown, Clerk-Treasurer