

New Carlisle Town Council 124 E. Michigan Street, New Carlisle, Indiana
General Meeting, July 23, 2024, 6:30PM

President Kauffman called the meeting to order with Council Member Colanese, Council Member Pemberton, Council Member Short, Public Works Director John Mrozinski, Town Attorney Andrea Halpin, Deputy Clerk Yvonne Hoffmaster, and Clerk-Treasurer Julie Brown present.

Also in attendance: JJ LaBounty (LFA), Bob Middlebrook, Carl Brown-Grimm, and Tim Creason.

Absent : Council Member Abbott, Town Engineer Huss, and Special Projects Assistant Susan Moffitt.

Approval of Minutes

Approval of minutes from June 26, 2024, Executive Session, July 9, 2024, General Meeting Minutes, and July 15, 2024, Special Public Meeting Minutes. Motion was made to accept by Council Member Colanese and seconded by Council Member Short. Motion was approved 4-0.

Visitor Comments

-None

Employee Reports

- **Deputy Clerk, Yvonne Hoffmaster**
-Let the council know that we will start the budgeting process with all the department heads for the 2025 Budget.
- **Town Marshal, Brent Croymans**
-None
- **Code Enforcement, Bob Middlebrook**
-None
- **JJ LaBounty, in place for Town Engineer, Jared Huss**
-Meeting with the county about the potential relocation of the Metering Station to Walnut Road and explained some of the benefits of this relocation.
-Moving forward on the CCMG project, anticipating additional documents from the contractor this week and will get it to the Clerk-Treasurer by the due date of August 11, 2024.
- **John Mrozinski, Public Works Director**
-Commissioner signed the Water agreement today between the Town and St. Joseph County.

- All the stonework is finished at Bourissa Park, he inspected the work, and they did a wonderful job.
- Had the Crew in the Street Sweeper especially by Memorial Park to get ready for Hometown Days.
- Balanow property is all finished.
- Some poles at Memorial Park where visitors park will get replaced. We have the poles so it will not cost the Town any money, just time and effort.
- Town Electric Supervisor, Jason Quirk, went to Ohio today to look at the new bucket truck to inspect it. Hopefully we will have the truck this fall.
- Presented Pickleball quote for Council Member Abbott. The Park Board is not asking for a vote but wanted to get an opinion. The Park Board President Jennifer Maurer may have a couple of other ideas. The Park Board is looking at the quote that is \$127,600.00 from Arnt, which is to do 2 tennis courts and 4 pickleball courts. Council Member Short asked for a further detailed quote especially for the labor, asphalt pricing, and line items on each court. It would possibly be completed this fall.

- **Town Attorney, Andrea Halpin**

- Helped the Clerk's office with Resolutions and Ordinances.

Old Business

- None

New Business

- **Donohue Water Engineering Services Agreement**
 - JJ LaBounty explained the agreement for the council. Council Member Short made a motion to accept the agreement between the Town and Donohue for the amount of \$23,750.00. A second was made by Council Member Colanese. Motion carried 4-0.
- **Save Tower approval**
 - SaveStation 700VHM Ventilated, Heated and Monitored free-standing tower. This is an AED Public Access Defibrillator. Quote is for \$3,875.00. President Kauffman explained there will be additional costs of the tower such as installation and extra batteries. Council Member Short made a motion to approve the SaveStation, not to exceed the amount of \$7,500.00. A second was made by Council Member Pemberton. Motion carried 4-0.
- **Tim Creason, Park proposal on Front St.**
 - Mr. Creason made a presentation of an idea for a park in the empty lot where the church was demolished. He passed out photos of a park similar to his idea from the town of Bluffton, IN. The park is called Veterans Park. He also presented a rough drawing of his idea to the council. He mentioned he will soon have an Air BnB at 122 W Front. He explained why he would suggest a park at the location of the old church. Mr. Creason would pay for all costs involved with the park as he has no heirs and would like to see something nice done with the park, which in turn would help market his BnB and increase his property value. It would be his legacy to the Town. He suggested a name like

Carlisle Park. He would like to make the bell from the Church the center piece of the park. He would only ask that the town make available water to water plants and electricity for small LED lights. President Kauffman stated it was a very generous offer and told Mr. Creason that the Council would take it under advisement and review the information. The Council gave approval for Mr. Creason to get quotes to construct the park but gave no definitive agreement to have the park built.

- **Cemetery - Tree Removal by KC Tree**

-Remove large cherry tree on southeast side of the cemetery. Removal will leave the stump cut low. KC Tree will ask for a lane closure as they will need to set up a crane in the turn lane and space to set branches down. Public Works Director Mrozinski explained that the tree has bugs in it and if it falls it will create more damage to headstones, etc. The quote is \$5,200.00. A motion was made by Council Member Colanese to approve the tree removal and not to exceed \$5,200.00. It was seconded by Council Member Short. Motion carried 4-0.

- **Rezoning Notice by the Area Plan Commission**

-Carl Brown-Grimm spoke in representation of St. Joseph County and the proposed rezoning of the property located at 9.74+/- acre parcel immediately northeast of the intersection of Timothy Rd. and Marvel Ln. owned by Veld Koff Enterprises LLC. Carl recommended that the Town Council amend the 2009 Ordinance to protect the town's interest. The Commission found the rezoning favorable.

- **Back-to-School Party in the Park**

-An event being sponsored by Wesleyan Church at Memorial Park on August 10, 2024 from 11am-2pm. The event would include some bounce houses, food, games & activities at no cost to the children and their families. A motion to approve the event was made by Council Member Colanese and seconded by Council Member Pemberton. Motion carried 4-0.

Ordinances & Resolutions

- **Ordinance #1471; Refuse Removal Fees**

-Amending charges for refuse removal in the town by amending Chapter 98, Section 97.03 of the Fee Schedule and described as "Refuse Collection Charges, per month, residential and commercial". A motion was made by Council Member Short to waive the rules of a full reading and to approve in one meeting and seconded by Council Member Pemberton. Motion carried to waive the rules 4-0. President Kauffman read the Ordinance by title only 3 times. A motion was made to approve the Ordinance by Council Member Short and seconded by Council Member Pemberton. Motion carried 4-0.

- **Ordinance #1472; Establishing Use and Control of Town Credit Cards**

-Obtain a credit card in the name of the Town of New Carlisle with restrictions and controls. President Kauffman read the Ordinance by title only for official 1st reading.

- **Ordinance #1473; Appropriate Professional Services**

-Additional appropriations in the budget of the town of the General Fund to fund additional professional services in the budget of the Town Council. President Kauffman read the Ordinance by title only for the official 1st reading.

- **Resolution 24-07-23-01; ARPA Funds**

-Amendment to the initial plan for use of a portion of the town's allotment of Local Fiscal Recovery Funds through the American Rescue Plan Act to allocate monies for the town's matching funds for the 2024-1 Community Crossings Matching Grant. A motion to accept the resolution was made by Council Member Short and seconded by Council Member Colanese. Motion carried 4-0.

- **Resolution 24-07-23-02; Parks**

-A resolution increasing and decreasing certain appropriations within the budget of the Park Department of the General Fund #1101 for the year 2024. Decrease Capital Outlays in the amount of \$5,000.00 to increase Repair and Maintenance in the amount of \$5,000.00. A motion to accept the resolution was made by Council Member Short and seconded by Council Member Pemberton. Motion carried 4-0.

- **Resolution 24-07-23-03; Voiding Stale Checks**

-A resolution to void stale check #12820, written 06/21/21, which is to be voided to help maintain the accurate up-to-date current account balances. A motion was made by Council Member Colanese to approve the resolution and was seconded by Council Member Short. Motion carried 4-0.

Council Reports

- **Council Member Pemberton**

-None

- **Council Member Short**

-None

- **Council Member Colanese**

-None

- **Council Member Abbott**

-Absent

- **President Kauffman**

-None

Clerk-Treasurer Report

-Thanked Deputy Clerk Yvonne for all her work on the Resolutions and Ordinances with Town Attorney Andrea while on vacation.

Bills to be Paid

Council Member Short motioned for all bills to be paid that are on the docket and Council Member Pemberton seconded the motion. All approved 4-0.

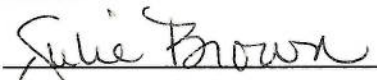
Adjournment

Upon a motion by Council Member Pemberton and seconded by Council Member Short, the meeting adjourned at 7:28 PM.



Marcy Kauffman, Council President

Attest:



Julie Brown, Clerk-Treasurer