

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

President Kauffman called the meeting to order with Council Member Pemberton, Council Member Colanese, Council Member Abbott, Marshal Croymans, Town Attorney Andrea Halpin, Special Projects Assistant Susan Moffitt, Public Works Director John Mrozinski, Town Engineer Jared Huss, and Clerk-Treasurer Julie Brown present.

Also in attendance: Brian Cook, Ryan Cole, Rodney Wisser and Katlyn Collinsworth (PD officers), David Cincoski, Scot Moniz and Michael Fuentes (new PD hires) and families, Olivia Nix and Carl Brown-Grimm (MACOG), Ryan Edgell (Edge IT), and Eric Walsh (Baker Tilly).

Absent from attendance: Council Member Short and Deputy Clerk Yvonne Hoffmaster.

Approval of Minutes

Approval of minutes from October 15, 2024; General Meeting, October 25, 2024; Executive Session, October 28, 2024; Executive Session, October 29, 2024; Executive Session and October 29, 2024; Special Meeting. Motion was made to accept by Council Member Colanese and seconded by Council Member Pemberton. Motion was approved 3-0. (Council Member Abbott was absent at the time of motion.)

Visitor Comments

-None

Employee Reports

- **Brent Croymans, Town Marshal**
-Stated that the Town was approved for a radio frequency by the state that will be shared between the Police Department and the other town departments to keep up communications when other sources are down.
- **Andrea Halpin, Town Attorney**
-Worked on a lot of utility type information and also perfective land purchases by the town.
- **Jared Huss, Town Engineer**
-CCMG continues to move forward, a little slower than anticipated but looks like we are getting a good outcome. Also still working on a number of water service agreement rates.
- **John Mrozinski, Public Works Director**
-Explained the Lead letter that will be going out to our residents that have galvanized lines. Praised the team that has been working on it so diligently.

Old Business

- **None**

New Business

- **UDO RFP Recommendations – MACOG**

-Olivia Nix spoke on behalf of MACOG who is partnering with the Town on the Unified Development Ordinance (UDO) project. Olivia has been assisting with the scoring process of the proposals. The Town received 9 total proposals, and the committee narrowed it down to 3 companies. MACOG and the committee recommends McKenna out of Kalamazoo, MI. There is a draft service agreement that will need to be reviewed by the Town Attorney, Halpin and will need to be signed by President Kauffman. Attorney Halpin stated that she did receive the agreement late this afternoon and after preliminary preview of the agreement, the price is about 2/3 of what we thought/budgeted originally. She recommended approving the agreement not to exceed \$100,000 upon complete review of the agreement. President Kauffman stated that this company should be do a really good job for the town in the rezoning project. Once McKenna receives the signed agreement then they will start right away, and the project will take approximately 12 months to finish. A motion was made by Council Member Colanese to accept the agreement with McKenna not to exceed \$100,000.00 upon legal review. A second motion was made by Council Member Pemberton. Motion carried 4-0.

- **Baker Tilly**

-Eric Walsh provided the Council with information regarding what President Kauffman had requested. Eric discussed options that Baker Tilly can provide and offered models on what they have done in the past. These models include compensation for employees and classifying the jobs/job titles and also strategic planning and goal setting because of all the things going on in the area with growth, etc.

- **Hiring of New Police Officers – Marshal Croymans**

-Marshal Croymans presented the three new police officers recommended for hire for the open positions. Council Member Pemberton made a motion to hire the 3 new officers per the recommendation of Marshal Croymans and the hiring committee and was seconded by Council Member Colanese. Council Member Abbott made comments regarding the hirings since she felt that this was done without the full council's knowledge. Motion carried 3-1. Council Member Abbott opposed. Clerk-Treasurer Brown was brought forward to swear in the 3 new hires; David Cincoski, Michael Fuentes and Scot Moniz.

- **Donohue Engineering Services; Telemetry Panels**

-Engineer Huss explained the Donohue agreement for the water for large users in the IEC and we serve them from the SJEC plant, and to track the usage, etc. Donohue will provide 2 Customer Connection Telemetry Panels. These will be installed at the new Amazon Data Center and GM. This will tie into the SCADA system to help give real time usage/numbers. This project will be completed within 90 calendar days. The Town will be reimbursed for this project. A motion was made by Council Member Abbott to accept the agreement and seconded by Council Member Pemberton. Motion carried 4-0.

- **ADA – Title VI Assurance approval**
-A condition to receiving any federal financial assistance from the U.S. Department of Transportation, it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat, 252, 42 USC 2000d-42 USC 2000d-4, and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally Assisted Programs for the Department of Transportation A.
A motion was made by Council Member Pemberton to accept the Title VI Assurance and seconded by Council Member Abbott. Motion carried 4-0.
- **IT services approval**
-Clerk-Treasurer Brown presented information about possibly switching from current IT services to Edge IT. Gave a few examples of why she felt the switch was necessary. Ryan Edgell, owner of Edge IT, made a short presentation to introduce themselves. President Kauffman stated that she wasn't comfortable at the moment to make any approvals. She requested to again contact the current IT company, ADM Computers, to have him submit an RFP as requested before and give him another opportunity since he has been with the town for 24 years and she also requested an Executive Session for further discussion.
- **Tim Creason approval to get Park plans for future approval**
-A motion was made by Council Member Abbott to let Mr. Creason move forward to create a plan that will be subject to the town council's approval once presented. Council Member Abbott stated that the Park Board had no objections. The motion was seconded by Council Member Colanese. Motion carried 4-0.

Ordinances & Resolutions

- **Resolution 24-11-06-01 : PS LIT; A RESOLUTION INCREASING AND DECREASING CERTAIN APPROPRIATIONS WITHIN THE BUDGET OF THE PUBLIC SAFETY LIT FUND #2240 FOR THE YEAR 2024.** There exist certain circumstances within the budget of the Public Safety LIT Fund #2240 which require increasing and decreasing appropriations for certain line items in that Fund for the year 2024, and more specifically, a need exists to transfer monies from the equipment account to the repair and maintenance supplies account within the Public Safety LIT budget for the purchase of tires.

-President Kauffman read the Resolution in full. A motion was made by Council Member Abbott to adopt the resolution and was seconded by Council Member Pemberton. Motion carried 4-0.
- **Ordinance #1476 : APPROVING ADDITIONAL APPROPRIATION IN THE BUDGET OF THE LOCAL ROAD AND STREET BRIDGE MATCH FUND AND LOIT SPECIAL DISTRIBUTION FUND TO FUND THE 2024-1 COMMUNITY CROSSINGS MATCHING GRANT PROJECT.** It has been demonstrated to the Town Council of the Town of New Carlisle that it is necessary to appropriate more money than was appropriated in the 2024

Annual Budget to fund the Community Crossings Matching Grant Project for 2024, and the Clerk-Treasurer has determined that sufficient unappropriated funds are available in the Local Road and Street Bridge Match Fund #2404 and the LOIT Special Distribution Fund #2248 to be appropriated for that purpose.

President Kauffman opened the Public Hearing and read Ordinance #1476 in full for the second reading. President Kauffman asked for any public comments/questions. There were none. A motion was made by Council Member Colanese to close the Public Hearing and was seconded by Council Member Pemberton. Motion carried 4-0.

President Kauffman read the ordinance by title only for 3rd reading. A motion was made by Council Member Colanese and seconded by Council Member Abbott. Motion carried 4-0.

- **Ordinance #1478 : Territory Water Service Area – President Kauffman read the ordinance by Title only for the 1st reading.**

A motion was made to waive the rules to allow adoption of Ordinance #1478 in one meeting by Council Member Abbott and seconded by Council Member Pemberton. Motion carried 4-0.

President Kauffman read the ordinance by title only for 2nd reading since no objections to foregoing reading the entire publication were made.

President Kauffman read the ordinance by title only for the 3rd and final reading. A motion was made by Council Member Colanese and seconded by Council Member Abbott. Motion carried 4-0.

Council Reports

- **Council Member Pemberton**
-None
- **Council Member Short**
-Absent
- **Council Member Colanese**
-Commended Jason Quirk on the grant for the emergency planning of the town. He is very proud of Jason for all the hard work in keeping up with the planning and also keeping up with the new poles, etc. that are involved with the electric department.
- **Council Member Abbott**
The Park Board would like to have a change in the Town Ordinance allowing dogs on leashes in the park. They would like to have new signage and poop-stations. Public Works Director Mrozinski made a statement that Hometown Days was an issue. President Kauffman stated that the issue is that they will bring dogs regardless during Hometown Days even though we have signs stating No Domestic Animals allowed, she feels that maybe we should just cut our loses and make them be on a lease. Council Member Abbott directed the question to Town Attorney Halpin asking if the Town should have something that says if

there an aggressive dog that injury would be the owner's responsibility since it was a public park owned by the Town. Additional discussion broke out with other ideas, suggestions were made. A work session was requested to discuss further.

- **Public Works Director Mrozinski**

-Commented that Perry Hinton started putting up Christmas Lights today. Also, Jason Quirk has been off for a few days due to family issues.

- **President Kauffman**

-Had a tour of the St. Joseph Energy today and it is very impressive what Pat Cummings and Jerry Cooper are doing out there. It is amazing to see what is happening to help accommodate with the growth of the IEC, etc. She feels Pat Cummings is doing an excellent job with the input that he has provided during this project, and she feels we are in good hands with Pat being there and she feels his input is vital to the work being done.

Clerk-Treasurer Report

-The Clerk's Office will be adding new options for paying online with Invoice Cloud at no additional cost. Examples being making reservations online to rent one of the Parks, and paying ordinance fines, etc. Also, going to have a card reader here in the office, it will have the same fees that are currently set up for credit card usage.

-Received a letter from the current provider of the port-a-johns stating that the fees will be increasing but the letter did not state how much. We currently pay a little over \$900/month for 3 port-a-johns through LRS. Called K-Fex to get pricing and they quoted \$625/month. We will save money by switching, which will be happening around November 14th. K-Fex will also include a bi-weekly cleaning. Council Member Colanese stated that you could purchase a port-a-john for \$600/each. It was counter stated but then we would have to clean them out.

-Received a call from DLGF that the Town budget was approved on October 30, 2024, as submitted.

-President Kauffman and I met with Tony Catanzarite in regard to the Town's health insurance plans which will not change. Mr. Catanzarite suggested some preventative initiatives to help out with our costs. I had already been in contact with NCFD Chief Josh Schweizer and asked about the fitness facility. Chief Schweizer stated that the center is open to all town employees. I have written an agreement for the usage of the facility that was okayed by Chief Schweizer.

Bills to be Paid

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

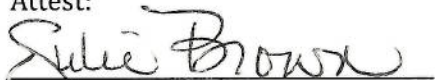
Adjournment

Upon a motion by Council Member Pemberton and seconded by Council Member Colanese, the meeting adjourned at 7:43 PM.



Marcy Kauffman, Council President

Attest:



Julie Brown, Clerk-Treasurer

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