

New Carlisle Town Council 124 E. Michigan Street, New Carlisle, Indiana
General Meeting, December 17, 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, Town Engineer Jared Huss, Public Works Director John Mrozinski, Special Projects Assistant Susan Moffitt, and Clerk-Treasurer Julie Brown present.

Also in attendance: Robert Middlebrook

Absent from attendance: Council Member Will Short

Approval of Minutes

-Approval of minutes from December 3, 2024; General Meeting Minutes, December 10, 2024; Executive Session Minutes, and December 13, 2024; Work Session Minutes. Motion was made to accept by Council Member Pemberton and seconded by Council Member Colanese. Motion was approved 4-0.

Visitor Comments

-None

Employee Reports

- **Brent Croymans, Town Marshal**
-None

- **Robert Middlebrook, Code Enforcement**
-Reported on the Wreaths Across America that took place on December 14, 2024. There were approximately 150 or more people that passed out the wreaths. The US Space Force participated this year. There were 3400 cemeteries that participated in the program this year. Wreaths Across America had picked the Jamie Middlebrook Scholarship to donate \$5 per proceeds from the sale of the wreaths. Bob stated that they will be receiving quite a bit of money and that they will be able to do possibly 2-3 scholarships for the kids this next year. Council Members made mention that Wreaths Across America is doubling the donations from the proceeds so may be able to do 4-6 scholarships.

- **Andrea Halpin, Town Attorney**
-None

- **Jared Huss, Town Engineer**
-Reported that he gave the Deputy Clerk, Yvonne Hoffmaster, the break-down of the INDOT reporting for the CCMG and will have the final invoice in the next few days.

- **John Mrozinski, Public Works Director**
-H&G has replaced the structure that has been in disarray at the metering station for months and months. It is now stable.

- Reminder that the final leaf pickup will be December 20, which Reach Alerts have already been sent out. After this date, all leaves will need to be bagged.
- Holiday party is set for January 9th, 2025, at Moser's from 6-8p for all town employees and their spouses/significant others. This is being provided by Lawson-Fisher Assoc. and Halpin & Slagh PC, which the town appreciates.
- Printed off a weekend duty schedule for everyone.

Old Business

None

New Business

- **3rd Quarter Reports - Baker Tilly**
 - Tyler Coffel presented the 3rd quarter reports to the council and went through all the utilities with them.
- **2025 Baker Tilly Contract**
 - Clerk-Treasurer provided copies of the 2025 contract to the council. A motion was made to accept the contract by Council Member Abbott and seconded by Council Member Colanese. Motion carried 4-0.
- **Boyce & USC; Neptune 360 upgrade**
 - Clerk-Treasurer provided copies of the upgrade agreements for the Neptune 360 to the council. This upgrade is necessary to continue to read meters for our utility billing. The current process will not be supported much longer, as it is going internet based. A motion was made by Council Member Abbott and seconded by Council Member Pemberton to approve the upgrades. Motion carried 4-0.
- **Police Cars**
 - Marshal Croymans presented a letter requesting the town council approve payment of the 3 new cars as soon as they are deliverable after the new year, which is in the 2025 budget. The dealership is holding the cars per the Marshal's request which put him under his original budget plan. A motion was made to approve payment before the January council meeting by Council Member Colanese and seconded by Council Member Pemberton. Motion carried 4-0.
- **Susan Moffitt; Special Projects Assistant Employment Contract**
 - Contract for 1 year of employment for Susan Moffitt was presented to the council. A motion to accept the contract was made by Council Member Pemberton and seconded by Council Member Abbott. Motion carried 4-0.
- **John Mrozinski; Public Works Director Employment Contract**
 - Contract for 1 year of employment for John Mrozinski was presented to the council. A motion to accept the contract was made by Council Member Abbott and seconded by Council Member Pemberton. Motion carried 4-0.
- **2025 Halpin & Slagh Contract**

-Contract for 1 year of attorney services was presented to the council. A motion to accept the contract was made by Council Member Colanese and seconded by Council Member Pemberton. Motion carried 4-0.

- **AWS Agreement**

-A water service agreement was presented to the Council President Kauffman by the Town Engineer Huss and Town Attorney Halpin. A motion to accept the agreement was made by Council Member Abbott and seconded by Council Member Colanese. Motion carried 4-0.

- **2024 CCMG (Community Crossings Matching Grant) Final Change Order**

-A final change order for the CCMG work that was done on Bray, Ben and Ada was presented to the council. Engineer Huss discussed the additional work outside of the original grant that needed to be done that was unforeseen. A total of \$19,499.70 was the increase in work that was completed. A motion to accept the final change order was made by Council Member Colanese and seconded by Council Member Abbott. Motion carried 4-0.

Ordinances & Resolutions

- **Resolution #24-12-03-01; Employee Holidays** -An amended resolution to include 1 ½ holidays; which will include Martin Luther King Jr Day and a full day on Good Friday (currently half a day). A motion was made by Council Member Abbott to adopt the new holidays and seconded by Council Member Pemberton. Motion carried 4-0.

- **Resolution #24-12-17-01; PS LIT Transfers**

- A RESOLUTION INCREASING AND DECREASING CERTAIN APPROPRIATIONS WITHIN THE BUDGET OF THE PUBLIC SAFETY LOCAL INCOME TAX FUND #2240. A motion to accept the resolution was made by Council Member Abbott and seconded by Council Member Colanese. Motion carried 4-0.

- **Ordinance #1479; Outside Water Rates**

-President Kauffman opened the Public Hearing to introduce Ordinance #1479. This ordinance is to increase/set rates for water usage for all outside users. A motion to waive the rules to read the Ordinance by caption only instead of in full was made by Council Member Colanese and seconded by Council Member Pemberton. Motion carried 4-0. President Kauffman read the Ordinance by Caption Only for the 2nd reading. President Kauffman asked for public comment and then asked for Council comment. There being none, President Kauffman closed the Public Hearing. President Kauffman read the Ordinance by Caption Only for the 3rd and final reading. A motion to accept the Ordinance was made by Council Member Colanese and seconded by Council Member Pemberton. Motion carried 4-0.

- **Ordinance #1480; 2025 Salary Ordinance**

-A motion was made to waive all rules for the reading of the Ordinance #1480 and #1481 and for the passing of the Ordinances in one meeting, by Council Member Colanese and seconded by Council Member Pemberton. Motion carried 4-0. President Kauffman read the Ordinance 3 times by Caption Only. A motion to accept Ordinance #1480 was made by Council Member Colanese and seconded by Council Member Pemberton. Motion carried 4-0.

- **Ordinance #1481; 2025 Elected Officials Salary Ordinance**
-President Kauffman read the Ordinance 3 times by Caption Only. A motion to accept Ordinance #1481 was made by Council Member Colanese and seconded by Council Member Pemberton. Motion carried 4-0.

Council Reports

- **Council Member Pemberton**
-None
- **Council Member Short**
-Absent
- **Council Member Colanese**
-None
- **Council Member Abbot**
-None
- **President Kauffman**
-None

Clerk-Treasurer Report

-Reported that the Clerk's office is working on additional ways to pay fees online for different types of permits, etc., which should be effective within the next couple of months.

Bills to be Paid

Council Member Abbott 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 Abbott and seconded by Council Member Pemberton, the meeting adjourned at 7:16 PM.


Marcy Kauffman, Council President

Attest:


Julie Brown, Clerk-Treasurer