

NEW CARLISLE TOWN COUNCIL - GENERAL MEETING  
124 E. MICHIGAN STREET, NEW CARLISLE, INDIANA  
TUESDAY, DECEMBER 11, 2007, 7:00 P.M.

President Hora called the meeting to order. Present were Vice President Vojtko, Council Member Colpitts, Council Member Higgins, Council Member Mell and the Clerk-Treasurer. Also in attendance were Bill Herrbach, Roger Nawrot, Larry Brown, Pat Cummings, Chris Antonucci, Bob Middlebrook, Carol Middlebrook, Candie Drake, Chris Covert, John Gelow, Jim Ford, Steve Mellinger, Jeff Jurczak, Augie Mauer, Jamie Middlebrook and Janice Keen.

A motion to accept the minutes of the November 27, 2007 General Meeting as written was made by Vice President Vojtko. Seconded by Council Member Higgins the motion passed unanimously.

Vice President Vojtko motioned to accept the minutes of the November 27, 2007 7:30 P.M. Public Hearing as written. The motion was seconded by Council Member Mell and passed unanimously.

Pat reports that the changes to the Master Plan have been made and it is ready for printing. The final draft will be submitted to Area Plan for approval at their December 18th meeting. Following approval by Area Plan, the Master Plan will be ready for final adoption at the December 27, 2007 Council Meeting.

Pat asked for Council guidance regarding employee raises. It was decided that 3% of salaries would be used as a basis for raises to be divided by department heads.

Council Member Colpitts asked that employee insurance be reviewed prior to contract renewal next June. Council Member Higgins suggested looking into the Town possibly joining a consortium with other communities. The formation of a committee to review insurance options was discussed. Committee members will be decided on by the new Council in January.

Pat informed the Council that the Town Hall project is approximately 75-80% complete and reports that weather has been an issue. President Hora asked that the concrete problem in front of the building be noted. Council Member Colpitts asked that the handicap accessible entrance be reopened as soon as possible.

Council Member Mell asked that the sign for handicap accessible parking be replaced in front of the Town Hall.

Vice President Vojtko inquired of the estimated time frame for cleaning up the area where the fire hydrant was replaced on West Michigan Street. Pat stated it would be cleaned up when weather permits.

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Attorney Bill Herrbach has negotiated a 2-3 month extension of the Waste Management Contract to allow for preparation of bid specs. The cost of the extension will be \$8,766 per month. Bill will send a letter to confirm the extension for the months of January, February and March 2008.

Bill asked the Council for guidance on a target area where tax abatements would be allowed. President Hora stated that he believes that abatement should be allowed anywhere in the pink area on the zoning map. Pat suggested again the creation of a TIF district. Following a lengthy discussion it was decided that Bill will draft a plan setting the abatement area and criteria that must be met.

Bill reports writing a letter to PERF asking that former Clerk-Treasurer Kate Keck's PERF monies be frozen pending findings of the ISP investigation.

Roger and Pat recently met with the St. Joseph County Engineer in reference to the Town's  $\frac{1}{2}$  right-of-way along Dunn and Wintergreen Roads. Because we have only  $\frac{1}{2}$  of the right-of-way of each road, we cannot claim these on our road mileage. Following discussion with the St. Joseph County Attorney, Roger recommends annexation of the remaining  $\frac{1}{2}$  of these road right-of-ways, increasing our road mileage approximately 25%. Roger will prepare legal descriptions for each road.

Chris Antonucci asked the status of the Fire Department contract. Bill reports that it was signed by Hudson Township today. Olive Township has asked that the percentages for reimbursements be reviewed. Bill feels that this would be a good idea as the tax base for Olive Township has changed considerably due to annexations by the Town in recent years. Council Member Colpitts expressed concern about costs of the contract already incurred and having to begin the process again. Bill will meet with John Michalski of Olive Township in the next few days to review information.

Jeff Jurczak was in attendance to ask the Council's permission to construct a building for public restrooms and storage near the Little League Concession Stand. Roger recommends that Mr. Jurczak come back to the Council with an engineer's drawing that will show set backs, easements, etc., before the Council issues a decision. He further suggested that Mr. Jurczak obtain architectural drawings as required by our building code.

Because public restrooms were part of the "wish list" for the Park Master Plan it was decided that Jeff will meet with Pat Cummings and Jeff Ballard of Abonmarche.

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A contract for 2008 Engineering Services was presented by Abonmarche Consultants. Vice President Vojtko motioned to accept Abonmarche's contract.

Seconded by Council member Mell the motion passed unanimously.

A contract for 2008 cleaning services was presented. A motion to accept the cleaning contract with Michelle Thompson for 2008 was made by Council Member Colpitts and seconded by Council Member Mell. The motion passed unanimously.

Bill Herrbach presented a contract for 2008 legal services. A motion to accept the contract was made by Council Member Mell and seconded by Council Member Higgins. The motion passed unanimously.

A motion to accept the Humane Society of St. Joseph County's animal control contact for 2008 was made by Council Member Mell and seconded by Vice President Vojtko. The motion passed unanimously.

Contracts for Building Inspector and Code Enforcement Officer will be presented at the next meeting. The Code Enforcement contract will be prepared by Bill.

A second council meeting in December was tentatively set for December 27, 2007 at 7:00 p.m.

President Hora read Ordinance #1190, an ordinance to permit sidewalk cafes within the Town of new Carlisle Business District, for the first reading by caption only.

President Hora stated that because of the extenuating circumstances this year he would like the Council to allow Pat and Sue to carry over remaining vacation days to next year. Bill stated that this would be allowable and would need to be done by resolution. Council Member Higgins stated that days carried over should be used no later than June 30th of next year. All Council Members were in agreement and Bill will prepare the resolution for the next meeting.

Vice President Vojtko questioned the cost of oil changes for police vehicles as listed on the claim docket. The full line item does not print on the docket but is available for review in the Clerk's office.

Vice President Vojtko motioned to pay bills as presented on the docket. Seconded by Council Member Mell the motion passed unanimously.

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A motion to adjourn was made by Vice President Vojtko and seconded by Council Member Mell. The meeting was adjourned at 8:20 p.m.

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Steve J. Hora, Town Council President

Attest: \_\_\_\_\_  
Susan I. Moffitt, Clerk-Treasurer