

**NEW CARLISLE TOWN COUNCIL – GENERAL MEETING
124 E. MICHIGAN STREET, NEW CARLISLE, INDIANA
JANUARY 22, 2008, 7:00 P.M.**

The meeting was called to order by President Higgins with Vice President Colpitts, Council Member Mell, Council Member Groves, Council Member Gelow and the Clerk-Treasurer present. Also in attendance were Roger Nawrot, Bill Herrbach, Ken Davis, Larry Brown, Chris Covert, Randy Rodriguez, Candie Drake, Mary Ann Swope, Bill Gumm, Chris Antonucci, Tom Keen, Janice Keen, Jim Moffitt, Antony Rodich and Liam Rodich.

Minutes

Council Member Mell moved to approve the January 8, 2008 minutes as presented. The motion was seconded by Council Member Gelow and unanimously passed.

Employee Reports:

Attorney Bill Herrbach:

- Distributed copies of a new P.U.D. ordinance to council members for review. This was re-written similar to those already in place in the City of South Bend and St. Joseph County for uniformity as requested by Area Plan.
- Has reviewed and approved the new CSI contract. Because this contract is non-exclusive he sees no problem with it being for three years with Council approval.

Engineer Roger Nawrot

- Is preparing the legal description for the Dunn and Wintergreen Roads annexation and will get the information to Bill for ordinance preparation.
- Had a survey crew shoot elevations on East Michigan Street to help determine what could be done to alleviate the flooding situation. Pat stated that he has already looked into this with the State.

President Higgins asked Roger for further information in reference to the letter he previously presented the Council from Weiss Homes. Roger explained that the Council had requested that Weiss Homes install a five foot sidewalk along Race Street instead of the planned four foot sidewalk approved prior to the adoption of the new subdivision requirements. Weiss Homes will change to five foot but ask that the Council pay the additional costs involved.

Vice President Colpitts moved to accept the Weiss Homes proposal of \$1680 for the additional costs of installing a 5' width sidewalk. Motion was seconded by Council Member Mell and passed unanimously.

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Pat Cummings:

- Will soon be obtaining quotes for the new electric garage. He has decided that the best location will be on Walnut Road and attaching to the existing building.

Vice President Colpitts requested that this process be done quickly to allow for the demolition of the Arch Street building and construction of the new Marshal's Department building that was approved last year.

Council Member Mell inquired of costs and building size. Pat reported he is obtaining quotes for a 42x100 building which is the same as the existing building.

President Higgins requested that moving the flagpole at the old town hall be considered before demolition of the building and that the possibility of its use at the new Town Hall be looked into.

Marshal Larry Brown:

- Reports a problem with his newest hire at the academy. Employees are on a probationary status until completion of the academy and this employee has been released.
- Introduced Randy Rodriguez as the newest deputy marshal. Randy was one of the top prospects during the initial hiring process and has since completed the academy on his own.

President Higgins welcomed Randy and commended him for taking the initiative to go to the academy in pursuit of a career in law enforcement. She stated that perhaps we could look into reimbursement of his academy tuition following his six month probationary period.

- Brian Thompson is once again in the schools with that program in full swing.
- Cost estimates for the new Marshal's Department building range from \$80,000 - \$120,000 depending on aesthetics. Placing a brick veneer on the front only of the building would be a savings of approximately \$15,000 - \$20,000. Larry asked for Council input.

President Higgins stated that she wants to see something nice looking that perhaps compliments the ambulance building. Larry stated that it will be aesthetically pleasing with a 10/12 pitch roof and brick veneer on the front but not the alley side of the building.

- The Marshal's Department has offered assistance to the Clerk's Office with sorting and moving documents that are in storage in the old building.

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- Informed the Council that he has hired Melissa Ryder as part-time secretary. She was originally hired to assist with the new S.O.P. and is currently working 10 hours per week. Hours may change depending on circumstances. She currently works 30 hours per week for the Fire Department so they may, in the future, look into creating a position of public safety secretary to cover the police, fire and ambulance departments.
- The possibility of an intern from the high school working with the department is being looked into as NPHS ICE Coordinator Marcy Kauffman has a student interested in law enforcement. They are currently working on incorporating policies to handle this and will give to Bill for review prior to an intern starting.

Fire Chief Bill Gumm :

- Informed the Council that the Fire Department is still dealing with RPI on completion of the grass rig. They are approaching 180 days out from bid signing but have assured Bill that the truck will be complete by month's end.

Old Business

CSI Contract - Vice President Colpitts moved to accept the new CSI Contract as recommended by the attorney. Motion seconded by Council Member Mell and passed unanimously.

New Business

None

Ordinances and Resolutions

Ordinance #1194: President Higgins read Ordinance #1194, an ordinance of compensation of Town employees, by caption only for the first reading.

Vice President Colpitts moved to suspend the rules and pass Ordinance #1194. Motion seconded by Council Member Mell and passed unanimously.

Ordinance #1194 was read in its entirety by President Higgins for the second reading.

President Higgins read Ordinance #1194 by caption only for the third reading. Vice President Colpitts moved to accept Ordinance #1194. Seconded by Council Member Mell the motion passed unanimously.

Council Reports:

John Gelow:

- Spoke with John Byorni of Area Plan and he will be sworn in at the February meeting.

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- Met with employees at the Water Treatment Plant and was very impressed.

Ron Colpitts:

- Reports that Hudson Twp. has signed the 2008 Fire Contract.
- Olive Twp. continues to ask for adjustments of percentages. He will meet with Olive Twp. Trustee John Michalski prior to Intergovernmental Meeting to come to an agreement on percentages.

Discussion was held as to what would be fair percentages since the assessed valuations have changed for Olive and the Town with the Town's recent annexations. The Council recommended using the assessed valuations for percentage changes.

Jack Mell:

- Would like to meet with Pat regarding suggestions for streets this spring

Dana Groves:

- No Report

Carolyn Higgins:

- Employee insurance is a concern of many employees and she has decided to set up a committee to look at various options. Appointed to serve on the committee were: Dawn Ebersole, Chris Covert, Ken Davis, Tim Kaminski and Jason Quirk. Council Member Mell will be a representative and President Higgins will chair the committee.
- Will have an insurance survey sent to all employees with the next payroll.

Public Comments:

Tom Keen: Questioned whether there will be a tree lawn on Race Street where Weiss Homes will be installing the sidewalk. Roger replied that he believes there will but would need to review the site.

Mary Ann Swope: Because of the concern with there being so few lots left in the New Carlisle Cemetery, Mary Ann spoke with the Vice President of the Hamilton Cemetery Board and found that they have 871 lots currently available with acreage left for future development as well.

Council Member Mell moved to pay all bills as presented. Motion was seconded by Council Member Groves and passed unanimously.

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Vice-President Colpitts moved to adjourn the meeting. Seconded by Council Member Mell the meeting was adjourned at 9:00.

Carolyn Higgins, Council President

Attest:

Susan I. Moffitt, Clerk-Treasurer