

**NEW CARLISLE TOWN COUNCIL – GENERAL MEETING**  
**124 E. MICHIGAN STREET, NEW CARLISLE INDIANA**  
**MARCH 11, 2008, 7:00 P.M.**

The meeting was called to order by President Higgins. Present were Vice President Colpitts, Council Member Mell, Council Member Gelow and Clerk-Treasurer Sue Moffitt. Also in attendance were Roger Nawrot, Bill Herrbach, Mary Ann Swope, Bill Gumm, Ken Davis, Tim Kaminski, Doug Glon, Augie Mauer, Pat Cummings, Bob Middlebrook, Carol Middlebrook, Jim Smith and Jill Andrzejewski.

Council Member Mell motioned to accept the minutes of the February 26, 2008 4:00 p.m. Executive Session, 6:45 p.m. Special Meeting and the 7:00 p.m. General Meeting as written. Seconded by Council Member Gelow the motion passed.

**Employee Report:**

Ken Davis:

- Presented the Council with a report on current and proposed ambulance charges. He recommends after review that the current rates set in 2004 be increased to stay in line with increasing costs of fuel, supplies and equipment. The increase is slight and costs would remain below area averages.

Attorney Bill Herrbach stated that we would need to change the amounts by ordinance. Vice President Colpitts asked the Clerk-Treasurer to change the amount of charges in the current ordinance.

- Presented the Council with a list of aging accounts. There is a substantial amount of accounts that are at least 180 days out and he asked for Council input on handling these accounts.

President Higgins asked Bill Herrbach if these should be pursued for collection. Bill stated that we would have to figure the costs of collecting these accounts.

Ken reports that the initial ambulance agreement stated that we would not pursue collection of amounts not covered by insurance or charges to those without coverage so the Ambulance Billing Service has not pursued collection.

This was tabled and is to be placed on the March 25<sup>th</sup> agenda.

- Reports that the contract with Ambulance Billing Services is up for renewal soon and he does not foresee any increase for services provided.
- Has added an additional part-time employee to the ambulance department due to the availability of current part-time staff.

Vice President Colpitts thanked Ken for presenting such well prepared reports.

Pat Cummings:

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- Met with WTP Supervisor Tim Kaminski and they recommend additional of a cell phone to be used by the operator on duty. This number would be listed as the after-hours utility emergency number. Additional cost would be \$18 per month and they feel it is the best solution for safety.

Council Member Mell moved to allow the addition of one cell phone for use by the operator on duty at the WTP. The motion was seconded by Vice President Colpitts and passed.

This number will need to be advertised as the emergency number as soon as it is available.

- Reports that Roger has approved the Wintergreen Road sewer extension for final payment.

President Higgins inquired about a time line for Brown & Brown's work on the town hall renovation project. Pat stated that weather has been an issue and that he has copies of correspondence with Brown & Brown concerning issues he already has with work that is done. He further reports that he and Greg Kil will go over the entire project before final payment is made.

Vice President Colpitts stated that he feels the back entrance is a safety hazard.

President Higgins stated that a good file on these issues is absolutely necessary and they must be addressed.

President Higgins asked Pat for a projected timeline for construction of the new electric building and demolition of the old town hall. Pat reports that the electric building will be complete by May 1<sup>st</sup> and that the town crew will be doing the demo work on the old building for much less than the original cost estimate for demolition. He stated that they can have the old building torn down and cleaned up in one week or less.

Bill Herrbach:

- Has not heard anything from New Prairie Little League concerning the status of their incorporation.
- Went over PUD ordinances with Area Plan Director John Byorni and will prepare a draft PUD ordinance for the March 25<sup>th</sup> 6:00 p.m. work session.
- Is reviewing, with caution, the waiver for a high school student intern in the Marshal's Department.

Roger Nawrot:

- Will not be at the next two meetings. He will be attending the Purdue Road School on March 25<sup>th</sup> and will be in Florida April 8<sup>th</sup>.

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- Received the NIPSCO drawings for Wintergreen Meadows this evening for review.

Clerk-Treasurer:

- Informed the Council of the situation concerning the police vehicle that was totaled approximately 1 ½ years ago. Paul Loop had agreed to purchase the vehicle and has been waiting for the title. Paul had contacted the clerk's office numerous times in the past trying to obtain the title without cooperation from the former clerk. Paul has had it in storage this entire time and has been unable to do anything with the vehicle without the title. The Clerk's office has been unable to find the original information on this accident. Sue asked the Council if the fee for the wrecked vehicle could be waived. President Higgins asked Bill if this would be allowable. Bill stated that the fee could be waived in consideration of storage costs.

Council Member Mell moved to allow Paul Loop to have the vehicle in consideration for the two years of storage. Seconded by Council Member Gelow the motion passed.

**Old Business:**

- Refuse Contract

Jim Smith of Able Disposal presented an option for a second year at the same cost as the first year.

Bill Herrbach reports that he reviewed the two bids received and both are in compliance with our specifications. He recommended that the Council accept the most responsible bid and makes no recommendation on the containers.

Vice President Colpitts moved to accept the one year Able Disposal Contract for refuse removal to include 96 gallon containers for each residence at a cost of \$94,041 per year. Seconded by Council Member Mell the motion passed and the contract was signed.

- Mary Ann Swope/NCBCA:

Was attendance to ask for the Town's help with the costs of printing the 2008 New Carlisle brochure. The Town has in the past contributed \$1,000 towards printing costs. This had been taken under advisement at the last meeting to research available funds.

Council Member Gelow motioned to pay \$1,000 to the NCBCA towards printing costs of the newest brochure. Seconded by Council Member Mell the motion passed.

- 2008 Fire Contract:

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Vice President Colpitts presented the 2008 Fire Contract. He apologized for the length of time it has taken to get this contract approved by Hudson Twp. and returned. Because the contract was previously approved by the Council it only needed Council signatures.

- Salaried Positions:

Pat reports that he has reviewed parameters for salaried positions and because both Tim and Augie are supervisors but also do hands-on work they do not fall into the requirements for salaried positions. He further reports that Augie has gotten his overtime down significantly and no longer plows or does weekend duty. He stated that requirements for a salaried position state that it must be office or non-manual labor and that neither Augie nor Tim falls does strictly office/administrative work. He stated that he consulted Bill who agrees.

President Higgins asked if overtime has been a problem budget wise. Pat replied that overtime is a non issue.

Augie Mauer summarizes 2007 after hours work as follows: 19 water call outs; 32 wastewater call outs; 37 street call outs including parades and snow plowing; 32 electric call outs and 8 cemetery call outs for weekend funerals).

Vice President Colpitts stated that this was placed on the agenda because he felt resolution of all agenda items to be important.

- Prescription Safety Glasses

Tim Kaminski reports that the cost would be approximately \$150-\$200 per employee including the eye exam. There are currently 8 WTP employees and 4 Town employees who would need prescription safety glasses.

Vice President Colpitts motioned that the Town pay for 1 pair of prescription safety glasses per person every two years at a cost not to exceed \$200. Motion seconded by Council Member Gelow and passed.

**New Business:**

- Wintergreen Sanitary Sewer Project Completion Affidavit

Roger reports that the project is complete at \$300 under budget and recommends execution of the project completion affidavit.

Council Member Mell motioned to approve execution of the project completion affidavit. Seconded by Vice President Colpitts the motion passed.

**Council Reports:**

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Council Member Gelow:

- Will be attending the next Area Plan Meeting on March 18<sup>th</sup>.

Vice-President Colpitts:

- Reported for Larry who was unable to attend that he is considering cycling out one or two vehicles this year.

President Higgins:

- Stated that the State Board of Accounts has completed their audit but until it is approved by the SBA Office in Indianapolis it remains a confidential document. Once it is approved, the audit will be posted on the SBA website and available for public review in the Clerk's Office but until that time the Council is unable to discuss the audit report.

President Higgins further reports that the State Police investigation is complete as well but the Prosecutor has made no determination in the case.

**Public Comments:**

Tim Kaminski: Will not be sending four employees to the IRWA conference due to the times employees need hours for their license renewals. He will be asking to send employees in October.

President Higgins reminded everyone of the 6 PM March 25<sup>th</sup> work session on tax abatements and TIF districts.

Vice President Colpitts asked Bill if we must solicit approval of certain entities before establishing a TIF district or giving tax abatements. Bill responded that this was discussed during the initial annexation negotiations with I/N Tek but was declined by the Town.

Vice President Colpitts motioned to pay bills as presented. Seconded by Council Member Mell the motion passed.

A motion to adjourn was made by Vice President Colpitts and seconded by Council Member Gelow. The meeting was adjourned at 8:30 p.m.

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Carolyn Higgins, Council President

Attest:

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Susan I. Moffitt, Clerk-Treasurer