

**New Carlisle Town Council**  
**124 E. Michigan Street, New Carlisle, Indiana**  
**General Meeting, May 27, 2014**

The meeting was opened with the Pledge of Allegiance

President Colpitts called the meeting to order with Vice President Higgins, Council Member Gelow, Council Member Vojtko, and Clerk-Treasurer Sue Moffitt present. Council Member Carter was absent. Also in attendance were Andrea Halpin, Jared Huss, Jill Doll, Tim Kaminski, Dave Doll, Cal Dittmar, John Mrozinski, Josh Schweizer, Jamie Middlebrook, Jason Quirk, Chris Antonucci, Bob Middlebrook, Carol Middlebrook, Mary Ann Swope and Matt O'Donnell.

**Minutes**

Vice President Higgins moved to accept the minutes of the May 13, 2014 General Meeting as written. The motion was seconded by Council Member Vojtko and passed 4-0.

Vice President Higgins moved to accept the minutes of the May 13, 2014 Executive Session as written. The motion was seconded by Council Member Vojtko and passed 3-0. Council Member Gelow abstained.

**Employee Reports**

Electric Superintendent Jason Quirk

Jason reports that have begun the LED retrofit and all has gone well so far. They have also been working on storm damage.

Sgt. Cal Dittmar

Cal reports that everything went very well for both the Little League Dugout Dash and Memorial Day Parade.

Water Treatment Plant Supervisor Tim Kaminski

Tim reports that the Annual Water CCR is complete and 900 copies are ready for delivery.

The water tower took a lightning strike today with minimal damage.

Town Crew Supervisor John Mrozinski

Lightening last night took out a huge pine tree at the cemetery that will need to be removed.

Building Inspector Bob Middlebrook

Bob informed the Council that he would like to change registration fees for contractors. He feels that \$150 is cost prohibitive to many of the businesses. Bob recommends that we review

registration fees and suggests that smaller jobs below a certain cost not require registration. There was some discussion on changing the fees and when it would be applicable.

Council Member Vojtko suggests that all contractors be required to register but that the fee be waived for jobs under a certain amount so that information and proof of insurance are on file.

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Following discussion, it was decided to amend the ordinance to change the fee from \$150 to \$50 for contractor registration. Waiving of the registration fee for jobs under a certain amount and other details will be reviewed and discussed at the next work session. An ordinance amendment will then be prepared to include all proposed changes.

**Engineer Jared Huss**

Jared presented the Sidewalk Project cover sheet for Council signatures and reports that it is ready to advertise. Two fire hydrants will have to be moved as part of this project.

The drainage project is progressing and they have been looking at connectivity and placement of the current drains.

He recently met with Dana Groves to assist with information needed for the Main Street Grant that Discover New Carlisle is applying for.

Decorative brackets for downtown signage are being ordered. Designs for street signs and way finder signs are being reviewed.

The ADA compliant grate coating arrived today and should be going on later this week,. The supports for the grate corners will be done soon as well. The grate coating will last approx 1.5 to 3 years and will require upkeep.

President Colpitts asked Vice President Higgins, Council Member Vojtko, Jason Quirk and Dave Doll to work with Jared to research and determine the best type of tree for downtown, both now and long-term.

Met recently with JPR regarding the on-going study they are working on with Hudson and Saugany Lakes. He will continue to keep everyone up to date on this .

Jared reports that there are drainage issues that are more immediate and will need to be addressed.

President Colpitts spoke with Larry Magliozzi, Interim Director of Area Plan, and asked that Jared be made our point person for engineering so that he receives any information regarding the Town.

**Attorney Andrea Halpin**

Andrea reports that they have worked on several ordinances, each tonight's agenda.

I/N Tek wants property vacated and it appears that we do not own it. They have some documentation from the Auditor's Office that they will forward.

### **New Business**

- Customer Request for Sewer Adjustment

The Council received a letter from a resident requesting a sewer adjustment. The customer had a leak in a pipe underground that was documented by town employees. Sue provided the Council with the average water usage (9,500 gallons) of this customer over the previous twelve month period and recommended that, because the water did not go into the sewer as was documented by the town crew

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the sewer for his March, April and May billings be adjusted to 9,500 gallons. No adjustment would be made to his water billing as the water was used.

Vice President Higgins moved to make an adjustment to the March, April and May sewer bill of Mr. Vincent, to the twelve month average of 9500, as requested by the customer and recommended by the Clerk-Treasurer. The motion was seconded by Council Member Vojtko and passed 4-0.

- Cemetery Mowing Bids

An emergency decision to request cemetery mowing bids was made because of the recent resignation of one of our seasonal workers and the absence of one member of the town crew. The three lawn care/landscape companies in town as well as one just outside of town were asked to submit a per mowing quote.

President Colpitts reports that two sealed quotes were received and will be opened with acceptance based on cost and compliance with insurance and e-verify requirements as well as past performance by the bidder.

- Bob Masters of Custom Lawn:

\$1,000 per mowing.

- Outdoor Enterprises:

\$885 per mowing with option for second year at same price if desired.

Vice President Higgins moved to accept the Outdoor Enterprises bid of \$885 per mowing for 2014. The motion was seconded by Council Member Vojtko and passed 4-0.

## **Ordinances and Resolutions**

- Ordinance #1290 – An Ordinance Amending the Town Code for Snow Removal

President Colpitts read Ordinance #1290 by caption only for the first reading

- Ordinance #1291 – An Ordinance Amending the Zoning Ordinance for the Town of New Carlisle

President Colpitts read Ordinance #1291 by caption only for the first reading.

- Ordinance #1292 – An Ordinance Amending Provisions for the Appointment of a Board of Trustees for the New Carlisle Cemetery.

Council Member Vojtko moved to waive the rules to allow for adoption of Ordinance #1292 on the day of its introduction. The motion was seconded by Vice President Higgins and passed 4-0.

President Colpitts read Ordinance #1292 for the first reading by caption only.

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President Colpitts read Ordinance #1292 in its entirety for the second reading.

President Colpitts read Ordinance #1292 by caption only for the third and final reading.

Council Member Vojtko moved to adopt Ordinance #1292. The motion was seconded by Vice President Higgins and passed 4-0.

- Ordinance #1293 – An Ordinance Regarding the Interlocal Agreement for Ambulance Services

President Colpitts read Ordinance #1293 by caption only for the first reading.

## **Council Reports**

### **Vice President Higgins**

Vice President Higgins explained that the ordinance amending the cemetery board of trustee requirements was made to allow for any resident of the Town to be appointed to serve on this board. The ordinance currently allowed only those residents of St. Joseph and LaPorte County owning lots in the cemetery.

Vice President Higgins recommended that Dave Doll be appointed to fill the Cemetery Board vacancy

Vice President Higgins moved to appoint Dave Doll to the Cemetery Board of Trustees to fill the vacancy created by the recent resignation of Bob Palm following his many years of dedicated service. The motion was seconded by Council Member Vojtko and passed 4-0.

#### Council Member Vojtko

Council Member Vojtko invited everyone to attend an open house welcoming the new New Carlisle Olive Township Library Director, Lisa Felix, on June 3<sup>rd</sup>.

Attended the recent Area Plan Commission Meeting with the petition to rezone the parcel on Marvel Lane discussed earlier the only New Carlisle item on the agenda.

A surprise retirement open house honoring Area Plan Director John Byroni will be held on May 30<sup>th</sup> from 2-4 and all are invited to attend.

He met with Jared today to discuss the 2014 Sidewalk Project.

#### Council President Ron Colpitts

President Colpitts attended a meeting recently with the Olive Township Trustee and members of the fire department. Fire Chief Josh Schweizer and his officers put together a very well researched, good presentation on the proposed replacement of the rescue and engine. They would like to replace both trucks with one new truck at a very big savings. They will be bringing this to the Council for approval soon and anyone with questions should contact Josh. President Colpitts stated that he was very impressed with the information presented.

#### **Bills to be Paid**

Vice President Higgins moved to pay all bills as presented. The motion was seconded by Council Member Vojtko and passed 4-0.

#### **Adjournment**

Upon a motion to adjourn by Vice President Higgins and second by Council Member Gelow the meeting was adjourned at 5:52 PM.

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Ronald Colpitts, Council President

Attest:

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Susan I. Moffitt, Clerk-Treasurer