**New Carlisle Town Council**

**124 E. Michigan Street, New Carlisle, Indiana**

**General Meeting, January 29, 2024, 6:00PM**

The meeting was opened with the Pledge of Allegiance

President Kauffman called the meeting to order with Vice President Doll, Council Member Short, Council Member Colanese, Public Works Director John Mrozinski, Special Projects Assistant Susan Moffitt and Clerk-Treasurer Julie Brown present.

Also in attendance: Andrea Halpin, Jared Huss, Yvonne Hoffmaster, and Robert Hollingsworth

Absent from attendance: Council Member Abbott

**Approval of Minutes**

Council Member Colanese moved to approve the minutes of the January 2, 2024, General Meeting, January 12, 2024, Executive Session and January 19, 2024, Executive Session. The motion was seconded by Vice President Doll and carried 4-0.

**Visitor Comments**

None

**Employee Reports**

* Susan Moffitt, Special Projects Assistant

-Gave the council information that outlines outdoor refreshments; this establishes an allowance to walk within a certain limit of the establishment where it was purchased.

* WTP Supervisor Robert Hollingworth

-Let the council know that the sludge line got a hole in the hose. Council Member Colanese asked about repair costs, and Robert stated that we haven’t received the bill yet but would be shocked if it was under $20,000.00.

* Andrea Halpin, Town Attorney

-Nothing much to report other than that she has been attending meetings.

* Jared Huss, Town Engineer

-He was finally able to contact Cliffs to get a previous agreement moving. He wants to meet about a handful of things but primarily about the WTP conversation based on the new rate brackets. Also, the metering station easement to make sure we have adequate easement for ourselves.

-He worked with Yvonne to submit the data from our side for the CCMG application and are waiting for a response.

-We had an excavation permit come through that is unique because it has an easement agreement since they are a fiber optics company that wants to cross our sanitary/sewer easement and Wintergreen lift-station but is missing some information at this point to agree to it and as soon as we receive the information then we will get it to Andrea Halpin to review it.

-He was also able to contact South Bend to discuss the issue that was put in council/President Kauffman’s lap to have a conversation with the public works director about actions that may or may not have been discussed previously.

* Public Works Director John Mrozinski

-Discussion started by Council Member Colanese about old church on Front St that is coming down and is a safety hazard. John stated there is a fence around it which is a yearly contract at a cost of $3300 annually. He thinks it was Sept/Oct when we first put it up and would have to extend the fence out to secure it correctly.

-Stated that he is happy to be back.

-Gave accolades to the MVH employees, Robert and Andy (from WTP), on the 19th we had bad snow, cold and had a water break and everyone stepped up and did a great job.

-He had an employee meeting out at the WTP on Wednesday, January 24th and it was a successful meeting.

-He stated that he has been working on projects with Susan Moffitt and Jared Huss.

**New Business**

* Maintenance Contract for BW Cook (WTP; Robert Hollingworth): contract to maintain a/c and heating units at both Cliffs and SJEC, not to exceed $6,000.00. Council Member Colanese moved to approve the contract and Council Member Short 2nd the motion. The contract was approved 4-0.
* Lawson Fisher contract for the Community Crossings Matching Grant Program (CCMG). This will be for improvements to E. Ben St., Ada St., and N. Bray St. Services are not to exceed $51,800.00 per the contract. Vice President Doll motioned to approve the contract and Council Member Short 2nd the motion. The contract was approved 4-0.
* DLZ Contract for sanitary sewer collection system planning. This contract is based on projects for the Viaduct and Car Wash lift station and Forcemain relocation, Sanitary sewer improvements (between Wintergreen Rd and Wintergreen Lift Station), and Wintergreen Lift Station improvements. Services are not to exceed $50,000 per contract. Council Member motioned to approve the contract and Council Member Short 2nd the motion. The contract was approved 4-0.

**Ordinances**

Ordinance #1460, 3rd and final reading. Motion to approve ordinance #1460 was made by Council Member Short and seconded by Vice President Doll. Motion carried 4-0.

 Ordinance #1461, 3rd and final reading. Motion to approve ordinance #1461 was made by Vice President Doll and seconded by Council Member Colanese.

 Ordinance #1462, 3rd and final reading. Motion to approve ordinance #1462 was made by Vice President Doll and seconded by Council Member Short.

**Council Reports**

* Vice President Doll

-Cemetery mowing bids are coming in and will be presented to the council when all have been received.

* Council Member Short

-Reported on recent meetings with concerns of police issues. He said the meeting went well and had received adequate answers for concerns that were brought up. Also mentioned the year end binder report for 2023 that Marshall Croymans left for the councils’ review which has a page introducing each officer and their backgrounds.

* President Kauffman

-Reminded everyone of the retirement party for Rob Shail on Wednesday, January 31st. Thanked John and Susan for their work in putting everything together.

-She keeps hearing good comments about the MVH with all the snow and mess and wanted to be sure to pass them along for a job well done.

**Clerk-Treasurer Report**

Julie Brown explained why the front doors to the town hall had to be repaired and the cost of approximately $1100. Also praised Susan Moffitt and Jill Doll for the help with training.

**Bills to be Paid**

 Vice President motioned for all bills to be paid on the dockets and Council Member Short seconded the motion. All approved 4-0.

**Adjournment**

Upon a motion by Vice President Doll and second by Council Member Short the meeting adjourned at 6:34PM.

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 Marcy Kauffman, Council President

Attest:

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Julie Brown, Clerk-Treasurer