

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, May 6, 2025, 6:30 PM

The meeting was opened with the Pledge of Allegiance

President Marcy Kauffman called the meeting to order with Vice-President Jerry Colanese, Council Member Nancy Pemberton, Council Member Will Short, Council Member Alison Abbott, Public Works Director John Mrozinski, Special Projects Assistant Susan Moffitt, Attorney Andrea Halpin and Town Engineer Jared Huss were present.

Also in attendance: Marshal Brian Cook, Code Enforcement Officer Robert Middlebrook, Carol Middlebrook, Vince Vojtko, Kevin Siedlecki and Chris Szalajko from the engineering firm Lawson Fisher (LFA), John Kramer from HRP Construction, Bradley Misner from McKenna, Joyce Gard and Haley Abbott.

Approval of Minutes

Council Member Short moved to approve the minutes of the following : April 15, 2025, General Meeting, and May 5, 2025, Executive Session, as written. The motion was seconded to accept the minutes as written by Council Member Pemberton. Motion carried 5-0.

Visitor Comments

- Carol Middlebrook and Joyce Gard from the Cemetery board wanted to let everyone know what a great job the guys are doing in the cemetery, there have been quite a few trees cut back and also went down near the golf course where all the weeds were overgrown and cut those back. Joyce stated that John and Tristen are the perfect people to take care of the cemetery because they show respect and honor what our citizens would want for the family members. She also thanked the Town for funding the restoration of the bad stones. Dave at Chisel Chest did a wonderful job. The ladies passed out some pictures of the repaired stones. They found the first stone that was repaired/raised up, name is Frank C Walker, which turned out to be a WWI veteran which did not have a veteran marker because it was not known. There is a marker being donated and should be placed soon. Another marker is a WWII veteran, there was a marker but couldn't read the stone, so that one was raised up. They raised up a few markers that were lying flat that were rounded at the top and read Mother, Father, etc. on the top of the stone and placed them on foundations. PWD Mrozinski added that there were 23 stones that were repaired.

Employee Reports

- **Marshal Brian Cook**
-Still in the hiring process looking for the final officer. Hoping to have a recommendation in another week or two tops. He also presented the monthly report for the department.
- **Attorney Andrea Halpin**
-Been attending meetings and working on documents.

- **Engineer Jared Huss**

- Jared requested that President Kauffman open the bids for the metering station project so the team at LFA has time to review them by the end of the meeting. He stated there were 3 plan holders that requested a holding spot but only 2 submitted. The 1st bid presented was from HRP Construction, Cleveland Road, South Bend, with a base bid of \$710,526.00. The 2nd bid presented was from John Boettcher Sewer & Excavating Contractor from Mishawaka, with a base bid of \$890,126.18.

- Reminder that the 2025 CCMG will go for 1st advertisement next week on the 15th and the 2nd advertisement on May 22nd and bid opening at the first meeting in June. Nappanee just bid on their CCMG last Monday and had great bids, so Jared hopes that trend continues for the Town.

- Metering station bidding was opened today

- Continue to work with Cliffs on the temporary and permanent easements for construction access. The temporary easement should correlate pretty well with the beginning of the metering station project. The permanent easement would be an expansion on the temporary easement to cover where the new metering station will sit and adjacent to the new station, so this will tidy up the documentation. He will work with Andrea and SJEC on the easement for well #6 on their property, just north of SJEC water treatment plant, that are a part of the improvements that have already been approved.

- He will be bringing to the next meeting both the Metering Station and CCMG construction inspection contract for the council's consideration for this summer's work.

- As we continue to work on the treatment plant, we would like to look at some additional water treatment plant monitoring programs. This is so we can track the large industrial users to help us oversee the aquifer monitoring. There will likely be a cost for this, but he would like to research the program, and the County extended that they would help pay for the study and other necessary pieces to help comply.

- **Public Works Director John Mrozinski**

- New mulch has been installed at the playground.

- Saturday is Spring Clean-up Day for our in-town residents

- All trees have been removed at Bourissa to be able to move forward with the Pickleball Courts

- Street Light was hit earlier in the day at 740 W Michigan across from the Billy Goat.

- Borkowski property – all buildings have been removed, there is just a little bit more clean-up to be done.

Old Business

- **Metering Station bid opening & Award**

- Bids were opened at the beginning of the meeting.

- Jared presented the recommendation after Chris and Kevin (LFA) checked for accuracy of the bids. The recommendation is to award the contract to HRP Construction for the amount of \$710,526.00. A motion was made by Council Member Abbott to award the contract to HRP. The motion was seconded by Council Member Pemberton. Motion carried 5-0. Award letter was signed by council members.

- **Sidewalk Café request – Studebaker Brewing**

-Studebaker revised their application for the sidewalk café and everything has been submitted and was approved by Code Enforcer Bob Middlebrook. A motion was made by Council Member Abbott and seconded by Council Member Short. Motion carried 5-0.

New Business

- **PTO Sno-Cone truck request**

-The PTO has requested to allow a Sno-Cone truck at Memorial Park for the last day of school, May 23rd (in the parking lot next to the Splash Pad), Hot Rod Sno-Cone to be precise. A motion to approve the request was made by Council Member Short and seconded by Council Member Abbott. Motion carried 5-0.

- **Easement Agreement**

-Attorney Halpin spoke about the agreement in regard to the section of the new cemetery that has been determined not to be usable for our purposes at this time. The neighbor of the property requested to take control of that part of the property. It would be advantageous for the Town for this to happen as it will then be well taken care of since the neighbor already owns the adjacent property. This is a temporary easement agreement that can be rescinded at any time, and it has specific uses in the likes of he could put up a fence but could not put up a building. A motion was made by VP Colanese to adopt the easement agreement and was seconded by Council Member Abbott. Motion carried 5-0.

Ordinances and Resolutions

- **Ordinance #1490 : Salary Amendment**

-President Kauffman read "An Ordinance for all 3 readings by title only unless anyone objects". No objections were made. A motion was made by Council Member Short to waive the rules to adopt the Ordinance in one meeting. The motion was seconded by Council Member Abbott. Motion carried 5-0.

-President Kauffman read the Ordinance by title only for the 1st, 2nd and final 3rd reading. A motion was made to adopt Ordinance #1490 by Council Member Short and seconded by VP Colanese. Motion carried 5-0.

Council Reports

- **Council Member Pemberton**

-She thanked the crew and Cemetery Board for the wonderful job on the repairs of the 23 gravestones.

- **Council Member Short**

-None

- **Council Member Colanese**

-Fire Territory meets the 1st Thursday of every month. They receive a report that lists all the training hours, calls responded to, etc. He will try to bring a copy to the council next meeting.

-There is a lot going on with water and sewer side with all the construction and feels the Town Engineer Jared is doing a great job with all of his input and help along with PWD Mrozinski and the town crew.

- **Council Member Abbott**

-None

- **President Kauffman**

-None

Clerk-Treasurer Report

-Added the Community Center meeting and the Memorial Day parade as events on the Facebook page.

-MVH crew decided to have the Splash Pad up and running for the last day of school, so it will be available for the PTO event.

Bills to be Paid

A motion to pay all bills as presented on the Claim Docket and the Payroll Allowance Docket was made by Council Member Short and seconded by Council Member Pemberton. Motion carried 5-0.

Adjournment

Upon a motion by Council Member Abbott and second by Council Member Pemberton, the meeting adjourned at 6:54 PM.


Marcy Kauffman, Council President

Attest:


Julie Brown, Clerk-Treasurer