

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, June 17, 2025, 6:30 PM

The meeting was opened with the Pledge of Allegiance

President Marcy Kauffman called the meeting to order with Council Member Nancy Pemberton, Council Member Alison Abbott, Public Works Director John Mrozinski, Special Projects Assistant Susan Moffitt, Deputy Clerk Yvonne Hoffmaster, Attorney Andrea Halpin were present.

Also in attendance: Marshal Brian Cook, Code Enforcement Officer Robert Middlebrook, Carol Middlebrook and Vince Vojtko.

Absent: Town Engineer Jared Huss, Council Member Will Short and Vice-President Jerry Colanese

Approval of Minutes

Council Member Pemberton moved to approve the minutes of the following : June 3, 2025, General Meeting, and June 9, 2025, Work Session, as written. The motion was seconded to accept the minutes as written by Council Member Abbott. Motion carried 3-0.

Visitor Comments

- None

Employee Reports

- **Marshal Brian Cook**
 - He presented the background/resume of possible hiree, Joy Phillips.
 - He also shared a letter received from the Chief of Police of South Bend Police Department thanking the New Carlisle Police Department with the phenomenal teamwork of the apprehension of three (3) burglary suspects and the help in the recovery of over \$60,000 worth of commercial tools and property.
- **Attorney Andrea Halpin**
 - Primarily have been attending meetings, helping with Code Enforcement and consulting on employment situations.
- **Engineer Jared Huss**
 - Absent
- **Public Works Director John Mrozinski**
 - Paving of the municipal parking lot will start next week. Milestone will be doing the work.
 - There is a 2" water leak at the Laundromat, which is on their side. However, off of our main there is an old connection, and it is going to become an issue down the road due to the way it is connected. It will need to be replaced. The Town's portion of the repair to this line will be \$7500.00, which will need to be bored under the asphalt and should be completed within the next few days.
 - There has been a lot of excavation in the alley near Town Hall and have found some situations on the sewer lines. It was thought that 3 of the commercial buildings were tied together underneath the buildings but that is false. So, he has some ideas of how to address the issues

which he will bring to the Council next meeting. The repairs will be approximately \$2,000-\$3,000.

-Working with Code Enforcement

-He thanked everyone for all the help with all the different projects going on.

Old Business

None

New Business

- **2025 Town Storage Policy**

-President Kauffman read the policy presented to be approved. This policy prevents personal items to be stored on any Town property due to liability issues for the town.

A motion was made by Council Member Abbott to approve the policy and was seconded by Council Member Pemberton. Motion carried 3-0.

- **Donation of AED Station by Play for Jake Foundation**

-SPA Moffitt spoke about the AED Station that was donated to the Town by the Play for Jake Foundation. They wanted to recognize Julie West for her dedication and help in getting this AED Station, which usually costs approximately \$2500. The Council will have a Dedication for it at a future date to make people aware of its location and to recognize Julie West for the donation. The Dedication/Ribbon cutting pictures or videos will be placed on our Website and FB page.

- **Paving Approval**

-PWD Mrozinski stated to repave the alleyway behind Moser's will be at a cost of \$18,101.00. The alleyway is one of the worst in Town. The alley will get paved at the same time as the municipal lot. A motion was made to approve the paving of the alleyway by Council Member Pemberton and seconded by Council Member Abbott. Motion carried 3-0.

Ordinances and Resolutions

- **None**

Council Reports

- **Council Member Pemberton**

-Cemetery Board meeting was today, and they discussed several things. She would like to recognize Carl Brown-Grimm for the spreadsheet that he created and has been working on. She stated that Tristen said it has everything on it that he would need. At the next cemetery meeting they are going to have Carl put it up on the big screen to show everyone.

-There is going to be a sign put out at the new cemetery about regulations, visitor hours and so forth.

-A problem with the Golf Course was discussed where people are riding golf carts and mopeds, etc. through the cemetery. Crew Leader Tristen Drake will look at bids to see how much it would cost to put up a split rail fence. Also, Tristen will be spraying the cemetery with a weed control that will not kill the flowers.

-The board also discussed a possible Columbarium granite monument in which cremations can be placed. A small one would cost approximately \$30 and would go up from there depending on the size. It is similar to a mausoleum but can have a group of people in it and can be opened.

Fairview in Mishawaka has several of them and the board will be bringing back pictures of it for everyone.

- **Council Member Short**

-Absent

- **Council Member Colanese**

-None

- **Council Member Abbott**

-She asked about an item about the RV pad from the previous meeting and asked if the Council Members could be included in any updates once a decision has been made. Attorney Halpin stated that they will be double checking to make sure if it violates any ordinances.

-Park Board meeting was last night. First, she wanted to thank Tristen for being pleasant to work with and always being available. Second, the board is working on a collaborative idea with the library on a "Story Walk" board. It would be an aluminum frame and post that is cemented in the ground where pages from a book that are QR coded onto a sheet for the featured book. You can then download the story and listen to it as you walk through the parks. The library has a grant through Amazon to purchase the boards. However, the only possible problem is the library may not have enough money to install the boards. They will be getting quotes to install and may, in the future, request the Town Council to make a donation towards the installation. The general area would be through Memorial Park and Bourissa Park, possibly behind the pickleball courts. The library will have to show progress of the project, or they will have to return the money, so this will go fast.

- **President Kauffman**

-None

Clerk-Treasurer Report

-None

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 Pemberton and seconded by Council Member Abbott. Motion carried 3-0.

Adjournment

Upon a motion by Council Member Abbott and second by Council Member Pemberton, the meeting adjourned at 6:55 PM.


Marcy Kauffman, Council President

Attest:


Julie Brown, Clerk-Treasurer