

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, December 2, 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 Alison Abbott, Council Member Will Short, Public Works Director John Mrozinski, Special Projects Assistant Susan Moffitt, Attorney Andrea Halpin, and Marshal Brian Cook were present.

Also present: Dan Caruso

Approval of Minutes

Council Member Abbott moved to approve the minutes of the following: November 18, 2025, General Meeting Minutes, December 1, 2025, Work Session Minutes, and December 1, 2025, Executive Minutes as written. The motion was seconded by Council Member Pemberton to accept the minutes as written. Motion carried 5-0.

Visitor Comments

- Dan Caruso from Compton St. spoke regarding the rezoning that will be presented at the St. Joseph County Council meeting on Tuesday, December 9th at 6pm.

Employee Reports

- **Asst. PWD Carl Brown-Grimm**
-Absent
- **Marshal Brian Cook**
-Marshal Cook complimented the street department of clearing the snow for the festivities.
- **Attorney Andrea Halpin**
-Worked on contracts and salary ordinances. She mentioned that she is still working on a couple of the components for those so those will be done for the December 16th meeting.
- **Engineer Jared Huss**
-Absent
- **Public Works Director John Mrozinski**
-Mentioned that Larry Brown passed his Distribution license today. There are a couple of other guys working on a couple of other licenses as well.
-Talked to Bob Middlebrook about the sidewalks with the snow clearing. John requested that the Clerk-Treasurer send out a Reach Alert with a reminder to everyone about clearing sidewalks. CT Brown stated that Officer Phillips also requested some sort of notice go out about clearing sidewalks esp. by the Elementary School and will put out a Reach Alert and put a notice on Facebook.
-Praised the MVH crew for the snow clean-up over the weekend. Also, they are trying to find a place to get the piles of snow removed.
-He and Tristen will not be going to French Lick for the conference due to the impending snow.

Old Business

None

New Business

- **Halpin Bespoke Annual Legal Contract**
 - Attorney Halpin presented the 2026 contract to the council. She has increased her hourly rates by \$10/hour and meeting attendance rates by \$100 per meeting, which has not been increased since she was hired by the town.
 - Council Member Short made a motion to approve the Halpin Bespoke 2026 Contract. It was seconded by VP Colanese. Motion carried 5-0.

- **Employee Moffitt Contract**
 - Attorney Halpin presented Susan Moffitt's 2026 employment contract to the council. She apologized for the late submittal.
 - Council Member Pemberton made a motion to approve Susan Moffitt's 2026 employment contract. It was seconded by Council Member Short. Motion carried 5-0.

Ordinances and Resolutions

- **Ordinance #1499: Electric Rate Increases**
 - President Kauffman opened the Public Hearing. She asked Tyler Coffel to speak at the podium regarding the ordinance. Tyler spoke about the reasoning behind the rate increase. Tyler fielded a few questions from the council.
 - President Kauffman asked for council and/or public questions or comments. There were none.
 - President Kauffman requested to read the Ordinance by Title only unless there were any objections, there being none, she read the ordinance by Title only for the 2nd reading.
 - President Kauffman closed the Public Hearing.
 - President Kauffman asked for a motion to waive the rules to adopt the ordinance in this meeting. Council Member Short made a motion to waive the rules and the motion was seconded by Council Member Abbott. Motion carried 5-0.
 - President Kauffman read Ordinance #1499 by Title Only for the 3rd and final read. A motion was made by VP Colanese to adopt Ordinance #1499, and it was seconded by Council Member Abbott. Motion carried 5-0.

Council Reports

- **Council Member Pemberton**
 - None

- **Council Member Short**
 - None

- **Council Member Colanese**
 - He discussed a proposal from the St. Joseph County Fire Territory to combine our territory with theirs. There is a meeting scheduled for tomorrow evening to discuss it further and Jerry asked the Township Trustee of Hudson Lake to the meeting to explain what the proposal would entail. A small discussion ensued between the council members.

- **Council Member Abbott**
 - None

- **President Kauffman**
 - She recognized Deputy Clerk, Yvonne Hoffmaster, for receiving an award for 40 years of government service by AIM (Accelerate Indiana Municipalities).

-She also thanked the Town Crew for working their butts off so the Christmas in New Carlisle would still be put on. She mentioned the hard work also by the Electric Dept. for the beautiful lights on the trees and all the town decorations throughout the town.

Clerk-Treasurer Report

- Let the council know that the 2026 Budget was approved by the DLGF as submitted.
- Copies of the 3rd Quarter report from Baker Tilly were presented to the council.

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.

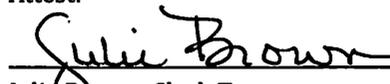
Adjournment

Upon a motion by Council Member Abbott and seconded by Council Member Pemberton, the meeting adjourned at 6:57PM.



Marcy Kauffman, Council President

Attest:



Julie Brown, Clerk-Treasurer