

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, January 6, 2026, 6:30 PM

No live feed or video available for this meeting due to technical issues with Teams. Media recording is available.

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, Asst. Public Works Director Carl Brown-Grimm, Special Projects Assistant Susan Moffitt, Town Engineer Jared Huss, Town Attorney Andrea Halpin, Deputy Clerk Yvonne Hoffmaster, and Marshal Brian Cook were present.

Also in attendance: Code Enforcement Robert Middlebrook, Carol Middlebrook, Amber Nielsen from Baker Tilly and Developer Joe Grabill from South Bend.

Approval of Minutes

Council Member Abbott moved to approve the minutes of the following: December 16, 2025, General Meeting Minutes as written. VP Colanese seconded the motion. Council Member Pemberton stated she has concerns. Motion and approval were tabled by President Kauffman.

Visitor Comments

- Joe Grabill – Real Estate Broker with Brookshire Hathaway in South Bend. He spoke in regard to the housing project on Front Street. There is potential in rehabbing the complex. They are requesting a 10-year tax abatement. He spoke in length to the tax abatement request and what improvements would be made to the property. He also fielded questions from the Council.

Employee Reports

- **Asst. PWD Carl Brown-Grimm**
 - Draft for the Unified Development Ordinance (UDO), zoning ordinance is ready. There will be a meeting next week to review the draft. He stated that he would be happy to meet with anyone to answer questions or concerns.
- **Deputy Clerk Yvonne Hoffmaster**
 - Started working on the Year-End Reconciliation and is keeping the Clerk's office extremely busy.
- **Marshal Brian Cook**
 - Presented the Council with the monthly stats.
 - He promoted Scot Moniz to Sergeant and is very proud and honored to have him on the Police Dept. Marshal Cook presented a letter to the Council stating the promotion.
- **Attorney Andrea Halpin**
 - She enjoyed her vacation. She is in the process of returning emails.
- **Engineer Jared Huss**
 - 2025 CCMG final change order will be presented at the next meeting to close out the project.
 - 2027 CCMG call for the project will be in July 2026, but the survey team is out working at this time.
 - Continue to work with SJEC on rates and on-going discussions.
 - Reminder this Thursday is the Holiday party and hope everyone can attend.

-Had an Email from AWS that they will be giving back 1M gallons a day in capacity to the Town at no cost to the Town. Will need to redo rates based on that information.

- **Public Works Director John Mrozinski**
 - Gave the MVH crew kudos for a great job with snow as usual.
 - Tomorrow, Tristen and he will be going to an 811 Pipeline Safety seminar at Blue Chip to get certified again.
 - Working with Jared on different projects.
 - John responded to leaf questions from CM Pemberton. Depending on the weather we will get them picked up, if we can.

Old Business

None

New Business

- **Election of Officers**
 - Jerry Colanese nominated Marcy Kauffman as Town Council President. Motion was seconded by Council Member Abbott. Motion carried 5-0.
 - President Kauffman nominated Jerry Colanese as Town Council Vice President. Motion was seconded by Council Member Short. Motion carried 5-0.
- **Appointment of Commissions**
 - President Kauffman suggested that all commissions stay the same. A motion was made by VP Colanese to appoint all council members to the same commissions. The motion was seconded by CM Short. Motion carried 5-0.
- **Baker Tilly 2026 Contract - Tabled**
 - Amber Nielsen from Baker Tilly presented two different contracts for the Council to review. She went over what is covered in each contract and answered all questions from the Council. President Kauffman stated they will review the contracts.
- **Stipulation & Settlement Agreement**
 - Attorney Halpin stated there are two documents that will need to be approved and signed. One is the settlement agreement with St. Joseph County for the water territory with the IURC. The second part of the agreement is a reimbursement for attorney fees up to \$1500.00 for the required redrafting language in the testimony that is going to the IURC. Engineer Huss also explained the agreement. Questions by the Council were answered by Jared and Andrea.
 - VP Colanese motioned that the Stipulation & Settlement Agreement be approved. Motion was seconded by CM Short. Motion carried 5-0.
 - VP Colanese motioned that the Fee Reimbursement Agreement be approved. Motion was seconded by CMS Short. Motion carried 5-0.
- **ADM I.T. 2026 Contract - Tabled**
 - President Kauffman stated that she would like to table this contract for the time being.
- **Residential Letters for Sewer Adjustments**
 - PWD Mrozinski stated that everything has been handled.

Ordinances and Resolutions

None

Council Reports

- **Council Member Pemberton**
 - Cemetery Board is on winter leave.
 - Streets and Sewers are doing well.
- **Council Member Short**
 - None
- **Council Member Colanese**
 - The sidewalk between Olive Elementary and the Library, the Town does not plow that area. It is plowed by someone that is hired by the school, and it looks horrible.
 - Meetings on Friday will contain a lot of items. Conversation ensued and it was stated to exchange the meetings on Friday.
 - Fire Territory is going well and this year will be negotiations which will be around July.
- **Council Member Abbott**
 - She asked Carl when the next Park Board meeting is to be held. Carl stated he thought it was either February or later in January.
- **President Kauffman**
 - None

Clerk-Treasurer Report

- Reminded the Council that all minutes are emailed for prior review and requested any corrections/concerns at that time and would appreciate in the future the professional courtesy of an email or phone call ahead of a public meeting.
- All handicap switches in Town Hall are now operational. There were some mechanical issues with the switch for the hallway door.
- Reminder that Town Hall will be closed January 19th in observation of the Holiday.
- Waste Management contract ends March 31, 2026. Will be presenting the RFQ for approval to accept bids for a new contract.

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.

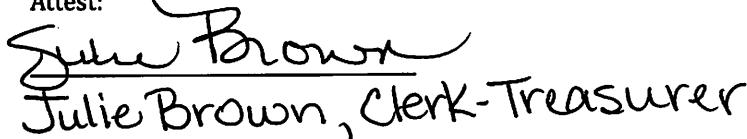
Adjournment

Upon a motion by Council Member Abbott and second by Council Member Short, the meeting adjourned at 7:20PM.


Marcy Kauffman

Marcy Kauffman, Council President

Attest:


Julie Brown, Clerk-Treasurer