

New Carlisle Town Council
124 E. Michigan Street, New Carlisle, Indiana
General Meeting, March 3, 2026, 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 Abbott, Council Member Short, Special Projects Assistant Susan Moffitt, Public Works Director John Mrozinski, Asst. PWD Carl Brown-Grimm, Engineer Jared Huss, Town Attorney Andrea Halpin, Marshal Brian Cook, and Deputy Clerk Yvonne Hoffmaster were present.

Also in attendance: Code Enforcer Bob Middlebrook, Carol Middlebrook, Fire Chief Josh Schweizer, Asst. Fire Chief Chad Hess, Roanna Hooten from NCPL, representatives from Waste Management and Lakeshore Recycle & Disposal.

Approval of Minutes

Council Member Pemberton moved to approve the minutes of the following: February 17, 2026, General Meeting Minutes, February 17, 2026, Work Session Minutes, and February 18, 2026, Work Session Minutes as written. Council Member Short seconded the motion. Motion carried 5-0.

Visitor Comments

- Roanna Hooten from the New Carlisle Public Library passed out 2025 year-end review to the Council Members and spoke about the 20% increase in attendance at the library. Roanna mentioned some of the events coming up. She wanted everyone to understand that the library will be losing funds with the new legislation coming into effect. She expressed the importance of the library to the community.

Employee Reports

- **Asst. PWD Carl Brown-Grimm**
-None
- **Deputy Clerk Yvonne Hoffmaster**
-Finished the annual report and it has been submitted. Also, an email went to all the council members with that information.
- **Marshal Brian Cook**
-Distributed the monthly reporting to the Council Members.
-Mentioned that they need to purchase 2 new police cars.
- **Attorney Andrea Halpin**
-Reviewed the Resolutions and Ordinances that are on today's agenda. She also attended meetings.
- **Code Enforcer Bob Middlebrook**
-None
- **Engineer Jared Huss**
-Thanked Yvonne Hoffmaster for all the hard work in getting the 2025 CCMG closed out. We are just waiting for review comments. It was about a wash on the budget.
-2026 CCMG is on-going, the survey has been completed, and we will be prepared for the July call.
-Reminder that there is an on-going Fire Service Study and we will have interaction with Fire Department by Territory and this is about capacity and how we serve fire.

- Completed a courtesy review for a minor subdivision behind the Five Star lift station. Nothing being done at this time. It did help the Town determine some easements around our utilities.
- Metering station is just waiting for a final couple of pieces with the City of South Bend and to make sure everything is acceptable on their end.
- Many other on-going projects.

- **Public Works Director John Mrozinski**

- Next week weather permitting, the crew will try to go around and finish picking up the leaves throughout Town. Will send out a Reach Alert as soon as it has been determined if it will be possible.
- He has some new ideas for the Pickleball Courts and area.
- Tristen has worked through the Nancy Geist problem with different companies and the work will move forward.

Old Business

- **Agreement to Appoint Appraiser**

- President Kauffman stated that they need to approve an agreement for appraisers for some land appraisals. VP Colanese made a motion to approve the agreement and was seconded by Council Member Abbott. Motion carried 5-0.

New Business

- **Opening of Refuse RFQ Bids**

- President Kauffman opened the bid from Lakeshore Recycle & Disposal. Under the 2-year proposed contract is a total monthly bid is \$12,626.91, which is \$14.21 per unit (for year 1). Under the 3-year proposal (Alternative 1) is a total monthly bid of \$11,749.79, which is \$13.49 per unit (for year 1). Under the 5-year proposal (Alternative 2) the bid is monthly at \$11,564.29, which is \$12.99 per unit (for year 1).
- CT Brown reminded the Council that the RFQ will not be awarded tonight, it will be awarded at the next meeting on March 17th.

- President Kauffman opened the bid from Waste Management. Two-year term would be \$15.98 per unit for Year 1, which the monthly total will be \$13,918.58. Their Five-year term would be \$15.68 per unit for Year 1, which would be \$13,657.28 monthly.

- **Police Car Purchases**

- CT Brown explained that the purchase is for 2 new police cars. Marshal Cook explained that these are the same as the previously purchased car, just a year newer with the same package. President Kauffman confirmed that the monies are already in the 2026 budget. VP Colanese asked if the lights, etc. would be purchased separately and Marshal Cook confirmed that would be correct. Council Member Abbott asked if we purchased cars last year. Marshal Cook explained that last year it was replacing a car that was totaled and the purchases in 2026 are a part of the every 2-year plan.
- Council Member Pemberton made a motion to approve the purchase of 2 new cars. The motion was seconded by Council Member Short. Motion carried 5-0.

Ordinances and Resolutions

- President Kauffman read "If there are no objections, all Resolutions and Ordinances will be read by title only". No objections were made. She also read "Copies of all Resolutions and Ordinances are available at the Clerk's office".

- **Resolution #26-03-03-01 : Fire Territory Additional Appropriations**
 - President Kauffman read the joint resolution by title only. All questions were answered by Chief Josh Schweizer. A motion was made by Council Member Abbott to accept the resolution. The motion was seconded by VP Colanese. Motion carried 5-0.
- **Resolution #26-03-03-02 : Bad Debt Write Off**
 - President Kauffman read the resolution by title only. CT Brown explained this resolution is to write off accounts that we cannot collect. Other questions were answered by Attorney Halpin. A motion to accept the resolution was made by Council Member Abbott and was seconded by Council Member Short. Motion carried 5-0.
- **Ordinance #1504 : Cemetery Fees**
 - President Kauffman read Ordinance #1504 by title only for the 3rd and final read. The motion was made by Council Member Pemberton to adopt the Ordinance and was seconded by VP Colanese. Motion carried 5-0.
- **Ordinance #1505 : Commercial FOIA Requests**
 - President Kauffman asked for a motion to waive the rules to allow adoption of Ordinance #1505 in one meeting. VP Colanese made a motion to waive the rules and was seconded by Council Member Short. Motion carried 5-0.
 - Attorney Halpin explained the purpose of this Ordinance.
 - President Kauffman read Ordinance #1505 by title only for the 1st reading.
 - President Kauffman read Ordinance #1505 by title only for the 2nd reading.
 - President Kauffman read Ordinance #1505 by title only for the 3rd and final reading.
 - A motion was made by Council Member Abbott to adopt Ordinance #1505 and was seconded by Council Member Short. Motion carried 5-0.

Council Reports

- **Council Member Pemberton**
 - She is happy that the Council approved the new police cars, safety first.
 - The cemetery wreaths pick up from Wreaths Across America has been delayed for about a week. PWD Mrozinski stated that the pickup is supposed to be Saturday, the 14th.
- **Council Member Short**
 - None
- **Council Member Colanese**
 - Fire Territory; legislation has been passed which means all townships will have to merge somewhere. Chief Schweizer explained the legislation and also stated that not all conversations have been made so not sure what it all looks like currently.
 - He asked PWD Mrozinski is everything is going well with utilities.
- **Council Member Abbott**
 - Park Board met and will be setting a date for the grand opening of the Pickleball Court, which will be sometime in May. Then they will be collaborating with the Library to do a possible Pickleball introduction program from June 9-11th from at approximately 5:30p. Park Board is also thinking about possibly landscaping around the courts.
 - The board also discussed an update on the park on Front Street.

-Alison has more information on the lady that approached the Park Board about her father being excluded at the memorial in Memorial Park, but she would like to first discuss it with the board and then bring it to the Council.

-She complimented Tristen on how well he presents things and helps out.

- **President Kauffman**

-She thanked Tristen for all his work on a residential situation while PWD Mrozinski and how well he handled it.

Clerk-Treasurer Report

-Let the Council know that Rebekah, our Utility Clerk, has resigned and her last day in the office will be March 6th.

-CT Brown will be out of the office from March 9th-March 12th for an ILMCT conference.

-Also met with Andy Mills, the Town's IT person, to discuss possibilities of upgrading the Council meeting room for live events, etc.

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.

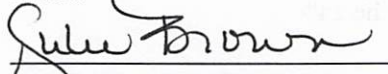
Adjournment

Upon a motion by Council Member Abbott and second by Council Member Pemberton, the meeting adjourned at 7:15PM.



Marcy Kauffman, Council President

Attest:



Julie Brown, Clerk-Treasurer