**NEW WHITELAND TOWN COUNCIL**

**October 1, 2019**

**MEETING MINUTES**

Town Council President John Perrin opened the meeting at 5:00 p.m. with the pledge to the American flag. Council members present were John Schilawski, Scott Alspach, Frank Vaughn and John Perrin. Also present was Clerk-Treasurer Maribeth Alspach. Councilman Vaughn offered the opening prayer. Councilman Mike Rogier and Attorney Lee Robbins are both absent.

**MINUTES**

Councilman Schilawski moves to approve the minutes of the September 17th meeting and is seconded by Councilman Vaughn. **Vote 4 affirmative.**

**HARDSHIPS / ADJUSTMENTS**

B. Smith, 637 Hickory Pine is requesting to be taken off cash only status. After one year of timely payments council approves.

**TREASURER’S REPORT**

Clerk-Treasurer Alspach presents copies of the Fund Report and Docket for approval for October 1st. Councilman Alspach moves to approve and ratify both reports and is seconded by Councilman Schilawski. **Vote 4 affirmative.**

**2020 BUDGET HEARING**

Council President Perrin opens the Public Hearing at 5:02 p.m. Clerk- Treasurer reads the advertised 2020 budget amounts:

Rainy Day $ 200,000

General Fund $1,980,971

Local Road & Street $ 200,000

Motor Vehicle Highway $ 333,246

Cum Fire $ 50,000

Cum Capital Development $ 100,000

LECE $ 3,500

Local Road & Bridge $1,250,000

Grant Matching Fund \_\_\_\_\_\_\_\_\_

TOTAL $4,117,717

President Perrin states that all councilmen were provided with copies of the budgets a few weeks ago. Perrin asks if there are any questions or proposed changes. The council has none. Dennis Combs, 1006 Warwick asks if it is customary to spend Rainy Day money on random purchases. Clerk-Treasurer Alspach explains that the council can transfer up to 10% of the General Fund budget to Rainy Day. We try to look at money left unspent at the end of the year and transfer it to Rainy Day. Once Rainy-Day funds are appropriated, they can be spent on whatever the council deems necessary. Funds have been used to purchase police cars and other equipment. Being no other questions or comments the hearing is closed at 5:10 p.m. Councilman Schilawski moves to adopt the proposed 2020 budget on first reading and is seconded by Councilman Vaughn. **Vote 4 affirmative.** This will be placed on the October 15th agenda for final approval.

Town Council

Page Two

10-1-2019

**OPEN TO THE PUBLIC**

Wayne Judd, 61 Hilltop Farms Blvd. is representing the Hilltop Farms Homeowners Association. They would like to attach American flags to the light poles in their neighborhood. Mr. Judd is seeking permission to do so and is asking if town employees would assist with installing the flags with their bucket truck. Council President Perrin explains that the light polies do not belong to the town but to Duke Energy. Mr. Judd would need to ask their permission, not ours. Perrin adds that the town does not own a bucket truck and would not be able to assist with the installation. Perrin adds that he may know someone that could help and will get contact information to Mr. Judd.

**OLD BUSINESS**

Clerk-Treasurer Alspach reports that Attorney Robbins has reviewed the bids and has converted the annual amounts to per household amounts and found Best Way to be the apparent low bidder. He has confirmed the converted amounts with Best Way. As Attorney Robbins is unable to be here tonight, he has contacted her and stated that this can be tabled until the next meeting or the council can take action to award the contract to Best Way conditioned on final review and approval by the Attorney and Clerk-Treasurer. Clerk-Treasurer Alspach is recommending that the council approve Option #1 which is the exact same service we have now; weekly trash removal, recycling and heavy trash the first pickup each month. There would be no change in items accepted in recycling. The only change the residents will see is an increase in the monthly fee and new totes. Alspach explains that a $0.25 administration fee will be added to the per household rates to cover the cost of billing and collecting payments for Best Way.

Option #1 Includes Recycling once a month

Year 1 (2020) $ 13.71 + $0.25 = $13.96

Year 2 (2021) $ 14.09 + $0.25 = $14.34

Year 3 (2022) $ 14.48 + $0.25 = $14.73

Year 4 (2023) $ 14.88 + $0.25 = $15.13

Councilman Alspach moves to accept Best Way’s bid for Option #1 conditioned on final review and approval and is seconded by Councilman Schilawski. **Vote 4 affirmative.** Clerk-Treasurer Alspach will notify Attorney Robbins and have him prepare the Award of Contract paperwork for the next meeting. Clerk-Treasurer Alspach states she would like to set up a meeting with Best Way to go over our expectations as well as coordinating the transition sometime in November.

Compliance Administrator Interviews

Council President Perrin states the Police Department has completed the background investigations on the final three (3) candidates and he would like to schedule interviews. Interviews will be held on Wednesday, October 23 at 5:00 p.m., 6:00 p.m. and 7:00 p.m. Clerk-Treasurer Alspach will notify the three finalists of their interview time and will notice the Executive Session.

Town Council

Page Three

10-1-2019

Tree Removal

Clerk-Treasurer Alspach presents copies of the three (3) quotes received by PW Supt. McCauslin along with his recommendation to accept the bid from Black Cherry Services in the amount of $13,800 to remove 15 trees and stumps and remove all debris. McCauslin requested bids from five (5) vendors and received three (3) bids. Cox’s Tree Service bid $18,500 and Brown’s Tree Service bid $35,000. Councilman Schilawski asks if Black Cherry has workmen’s comp insurance. Council assumes proof of insurance was a part of the specs. Councilman Vaughn moves to accept the Black Cherry bid for $13,800 once the insurance is verified. Councilman Alspach seconds the motion. **Vote 4 affirmative.**

Town Hall Roof

Clerk-Treasurer Alspach reports the roof is supposed to be finished this week.

Dollar General Store

Clerk-Treasurer Alspach reports the store remains closed due to safety concerns because of blocked aisles. Employees are working to correct the violations. Once that is complete the Fire Marshal will reinspect the store prior to them being allowed to reopen. Several complaints were received. Thanks to the New Whiteland Fire and Police Departments as well as the State Fire Marshal for addressing these concerns.

**NEW BUSINESS**

Certificates of Deposit

Clerk-Treasurer Alspach reports that we have two (2) CDs that will mature this month. The first is for $1,000,000 currently invested at Home Bank at 1.5% interest. This was a 48-month CD and will net $61,670.74 in interest. The second is for $900,000 currently invested at Main Source (First Financial) Bank for 24 months at 1.75% interest. It will net $23,810.36 in interest. Clerk-Treasurer Alspach has reached out to four (4) area banks to check interest rates. Currently on everything except 12 months Citizens Bank has the best interest rate. Alspach is recommending reinvesting the first CD ($1,000,000) for either 48 or 60 months and reinvesting $750,000 for between 24 months and 60 months. She is recommending that $150,000 be put back as a partial down payment on the new fire engine. She adds that we have an additional CD currently invested at Citizens Bank that will mature next October. It was invested for 48 months at 2.0% interest. Councilman Schilawski moves to reinvest the first CD ($1,000,000) for 48 months at the highest interest rate available on the day it matures and reinvest $750,000 or the second CD for 24 months again at the highest interest rate available on the day it matures. Councilman Alspach seconds the motion. **Vote 4 affirmative.** Councilman Schilawski would like to see the interest earned on the CD that matures next year and the one that will mature in 2021 put with the $750,000 to restore the CD back to the full amount of $900,000.

Policy Manual Revision

Council President Perrin asks that the council consider amending the Employee handbook to allow police officers a full day (12 hours rather than 8). This is the only change that is being requested – not vacation or sick leave only bereavement leave. Police officers would be eligible for either 1 full day or 3 depending on the circumstance. Councilman Alspach moves to have Attorney Robbins amend the Employee Handbook and is seconded by Councilman Vaughn. **Vote 4 affirmative.**

Town Council

Page Four

10-1-2019

**LEGISLATIVE BUSINESS**

Ordinance 2019-11

Clerk-Treasurer Alspach presents the ordinance adopting the revisions to the Town Code completed by American Legal Publishing on final reading and explains. Councilman Vaughn moves to approve Ordinance 2019-11 on final reading and is seconded by Councilman Schilawski. **Vote 4 affirmative.**

Additional Appropriation Memo – Storm Water

Clerk-Treasurer Alspach presents and explains the Additional Appropriation memorandum.

The $50,000 will help to cover the cost of the Wessler Engineering contract for the proposed SRF project. Motion to approve by Councilman Alspach with a second by Councilman Vaughn. **Vote 4 affirmative.**

Transfer Memo – Storm Water

Clerk-Treasurer Alspach presents and explains the Transfer memorandum. Motion to approve by Councilman Vaughn with a second by Councilman Schilawski. **Vote 4 affirmative.**

Being no further business, the meeting was adjourned at 5:42 p.m.

Respectfully submitted,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Maribeth Alspach, Clerk-Treasurer

Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

John Perrin, Council President