**NEW WHITELAND TOWN COUNCIL**

**OCTOBER 3, 2017**

**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, Mike Rogier, Frank Vaughn and John Perrin. Also present were Attorney Lee Robbins and Clerk-Treasurer Maribeth Alspach. Councilman Perrin offered the opening prayer after holding a moment of silence for the victims and their families involved in the recent tragedy in Las Vegas.

**MINUTES**

Councilman Schilawski moves to approve the minutes of the September 19th meeting and is seconded by Councilman Rogier. **Vote 5 affirmative.**

**HARDSHIPS / ADJUSTMENTS**

None.

**TREASURER’S REPORT**

Clerk-Treasurer Alspach presents copies of the October 3rd Fund Report and Docket for approval. Councilman Rogier moves to approve and ratify both reports and is seconded by Councilman Alspach. **Vote 5 affirmative.**

**2018 BUDGET PRELIMINARY HEARING**

Council President Perrin opens the hearing at 5:05 p.m. Councilmembers have been presented with copies of each department’s proposed budget. Clerk-Treasurer Alspach met with the DLGF in July and was told that our budget is fully funded. A copy of the totals advertised and proposed for 2018 by fund are distributed. President Perrin asks if there are any questions or comments from the audience. There are none. Perrin asks if there are any questions or comments from the council. There are none. Councilman Rogier moves to close the public hearing at 5:10 p.m. and is seconded by Councilman Schilawski. **Vote 5 affirmative.** Councilman Vaughn moves to adopt the 2018 budget as presented on first reading and is seconded by Councilman Alspach. **Vote 5 affirmative.**

**OLD BUSINESS**

Midwest Engineers Revised Project Proposal

Mark Sullivan presents the revised proposal. After meeting with Supervisors Gillock and McCauslin and a more extensive review of the plant he makes the following recommendations / changes:

**Headworks**

Sullivan is recommending adding an Influent Bar Screen, a Raw Pump Hoist and making some site modifications to the dumpster at an additional cost of $319,000.00.

**Treatment Plants**

Sullivan has determined that additional work needs to be done to the Air Distribution System increasing this cost by $79,100.00. These repairs will not address the air leaks underground. President Perrin asks if the $120,000 price includes replacing all the piping. Sullivan states that it does and adds that the cost will go down if all of the piping does not have to be replaced. Councilman Rogier asks what type of material will be used. Sullivan states ductal iron.

**Effluent Structure**

Sullivan is recommending adding a Light Block to prevent algae growth at an additional $8,000.00.

**Blower Building**

Sullivan’s revised proposal increases the budget for Lighting and Electrical Modifications and adds a Crane System and four (4) new Blowers. Sullivan states the blowers were installed in 2000 and are leaking oil. Attorney Robbins asks if the blowers can be replaced without having to shut down the plant. Sullivan says that they can. These revisions increase the cost by $169,000.00.

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**Return Sludge Lift Station**

Sullivan has added sealing the hatches and all leaks as well as adding a new Dehumidifier and Heat Unit increasing the total cost by $12,800.00.

**Sludge Dewatering Building**

Sullivan is recommending an increase of $10,000 in Electrical Modifications and has added $90,000.00 for Building Improvements making the total increase for this area $101,000.00. There is also much discussion on the existing rotary press. This piece of equipment was added in 2010 and was supposed to average 25 – 30 gallons per minute. A normal average is closer to 13 gallons per minute but there are days when they are lucky to get 3 – 4 gallons per minute. This equipment came from Canada and getting it serviced is very costly. Council directs Sullivan to look for an alternative to this system. Councilman Rogier recommends adding the centrifuge system in place of the rotary press.

**Sludge Tanks & Transfer Pumps**

Sullivan has added Concrete Tank Rehab, Piping and Valve Modifications, Blower, Piping, Diffusers and Dewatering Tank Conversion to this phase increasing the cost by $40,000.00. Supervisor McCauslin states that the issues with the Concrete Tank were also identified when the insurance representative did a safety walk thru at the plant.

**Surge Basin and Miscellaneous**

After much discussion with Supervisor Gillock and after further review of the data, Sullivan has removed the second EQ / surge basin ($300,000.00) from the proposal. However, he is adding Demolition of the Digester and disposal of the debris and Non-Potable Water Improvements. These changes reduce this phase of the project by $189,400.00.

Construction costs in the revised proposal have increased from $623,500.00 to $1,163,000.00. This does not include “soft” costs; engineering, legal and financial consultant fees, etc. Sullivan recommends that the town meet with their financial consultant and begin discussing financing options for a $5,000,000.00 project which would include addressing several I & I issues as well. Clerk-Treasurer Alspach will contact Steve Brock to request an engagement letter for financing this type of project as well as for rate studies on both the Wastewater and the Storm Water utilities.

Automated Gate for Waste Water Treatment Plant

Interim Superintendent McCauslin presents quotes for chain driven and hydraulic automated gate closures. K & K Fence Company has the lowest quote at $8,200 but the quote does not include electrical. McCauslin has a quote from Marsh Electric for $750 which would run electrical from the automated gate opener to the electric room rather than to the generator. Councilman Vaughn asks for McCauslin’s recommendation. McCauslin states Gatekeeper and Marsh Electric. Attorney Robbins cautions the council that they must take the lowest responsive bid. Councilman Perrin notes that Gatekeeper’s proposal has 2 more transmitters than K & K Fence. Council directs McCauslin to get a revised proposal from K & K with 12 transmitters and have this item placed on the October 17th agenda.

Park Project Costs

Interim Superintendent McCauslin presents cost estimates for the proposed improvements in East, West and Tot Park. McCauslin will be meeting with a representative of Game Time to assess these three (3) parks as well as the demographics of New Whiteland to determine what type of equipment would be most beneficial to the residents.

Council wants the cameras in the parks addressed and upgraded so that they can be accessed from our patrol cars. Clerk-Treasurer Alspach will contact F.E. Moran for a proposal to expand our current system to include the parks and the WWTP.

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WWII Memorial

Interim Superintendent McCauslin met with the designer and is working on a stand to hold the limestone. He is also getting pricing on concrete to set the monument on as well as landscaping. McCauslin would like to have this installed before Veterans Day.

Certificate of Deposit

Clerk-Treasurer Alspach presents a memo with updated interest rates from four (4) different banks. Councilman Schilawski moves to have Clerk-Treasurer Alspach invest $900,000.00 with BMO Harris for a 30 month term with an interest rate of 2.0% and is seconded by Councilman Vaughn. **Vote 5 affirmative.**

East Park Basketball Courts

Interim Superintendent McCauslin presents quotes for repairing, rehabbing, resurfacing and striping the basketball courts. Quotes also include pressure washing and repainting the fencing and installing four (4) new basketball poles and goals. Councilman Vaughn moves to approve the quote from A.G. Enterprises, LLC. In the amount of $24,645.12 and is seconded by Councilman Schilawski. **Vote 5 affirmative.**

550 Tracy Road

President Perrin spoke with the realtor after the last meeting. Realtor stated there is no buyer and that the seller may be willing to reimburse the town for part of the appraisal cost if an agreement is reached. Attorney Robbins has notified the appraisers and the appraisals are being done.

One Stop Auto Repair

President Perrin states that the owner is out of state but that he spoke with the owner’s wife. Attorney Robbins is drafting a letter notifying the property owner that the property must be brought into full compliance within 60 days and noticeable progress must be made within 30 days or they could be ticketed. Perrin states they plan to vacate the property by the end of October but have a new owner moving in that needs to be made aware of the restrictions on outside storage.

Enforcement

President Perrin asks about sending town employees on private property to abate a nuisance violation. Attorney Robbins states the property owner must be given ten (10) days warning or lead time before we can enter onto the property to abate the violation. If the town abates the violation the property owner will be invoiced. Failure to pay the invoice will cause a lien to be placed on the property.

**NEW BUSINESS**

Driveway Permit

Chris and Joni Gossett, 220 Lynwood are here to request assistance in obtaining a permit for a driveway. They submitted an application on Friday, September 29th and have scheduled a contractor to put in the new drive this Thursday, October 5th. Our Zoning Administrator is out of town due to a death in the family and has not been able to review or approve the permit. The contractor has told them if the work can’t be done this week it may not get done this year due to the lateness of the season. They will also be charged a $500 penalty if they have to reschedule. Attorney Robbins will try to email Zoning Administrator Guyer to see if we can fax or email the permit to him to review and release. Attorney Robbins notes that it has only been 5 days and that no one should schedule work until they have received a permit. He adds that the asphalt companies were open until the second week of December last year.

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**LEGISLATIVE BUSINESS**

Ordinance 2017-12

Clerk-Treasurer Alspach presents and explains the ordinance identifying certain property surplus, of no value and allowing for disposal. Councilman Rogier moves to adopt Ordinance 2017-12 on first reading and is seconded by Councilman Alspach. **Vote 5 affirmative.**

Councilman Schilawski moves to suspend the rules and consider the ordinance on final reading and is seconded by Councilman Vaughn. **Vote 5 affirmative.**

President Perrin reads the ordinance in title only on final reading. Motion to adopt by Councilman Schilawski with second by Councilman Rogier. **Vote 5 affirmative.**

Transfer Memo

Clerk-Treasurer Alspach presents a transfer memo for Sanitation and explains. Motion to approve by Councilman Vaughn with second by Councilman Schilawski. **Vote 5 affirmative.**

**OPEN TO THE PUBLIC**

None.

Being no further business the meeting was adjourned at 7:45 p.m.

Respectfully submitted,

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Maribeth Alspach, Clerk-Treasurer

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

 John Perrin, Council President