**NEW WHITELAND TOWN COUNCIL**

**November 20, 2018**

**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 and John Perrin. Also present were Clerk-Treasurer Maribeth Alspach and Attorney Lee Robbins. Councilman Alspach offered the opening prayer. Councilman Frank Vaughn arrived at 5:25 p.m.

**MINUTES**

Councilman Schilawski moves to approve the minutes of the November 6th meeting and is seconded by Councilman Alspach. **Vote 4 affirmative.**

**HARDSHIPS / ADJUSTMENTS**

E. Adams, 124 Bradford is requesting an extension until December 7th. Council approves payment of $90.58 on December 7, 2018.

**TREASURER’S REPORT**

Clerk-Treasurer Alspach presents copies of the Fund Report and Docket for ratification and/or approval. Councilman Rogier moves to approve and ratify both reports and is seconded by Councilman Alspach. **Vote 4 affirmative.**

Attorney Robbins asks if there is anyone present for the sewer rate increase public hearing. There is not. President Perrin states that he would like to delay the public hearing and allow the Fire Department to make their presentation due to the Fire Chief needing to leave.

Fire Engine Replacement Presentation

Fire Chief Saucier is asking the council to consider purchasing a new engine to replace Engine 12. Engine 12 is a 1990 model and is currently being used as our back up engine. Saucier would like to move Engine 11 into the rescue engine position to be used mainly for motor vehicle runs as that engine is plumbed for the jaws of life extrication equipment. This engine was purchased in 2007 and will be paid off in December. Saucier has a representative of the company he would like to purchase from in attendance tonight to answer any questions. Saucier distributes a drawing of the engine he would like to purchase. The new engine has a 1,000-gallon internal tank and a 1,250 gallon per minute pump. The new engine is shorter in length with an enclosed cab and will be able to maneuver in the cul-de-sacs without having to backup. Saucier projects the new engine including computers, radios, graphics and some new equipment would not exceed $420,000.00. He distributes a drawing of the proposed new engine. The vendor can help with financing and uses First National out of Rochester. Current rates are 4.27% for a 10-year term, 4.39% for a 12-year term and 4.43% for a 15-year term. Once an order is placed would take 270 days to deliver the new engine. Council is open to further discussion and wants to get local options on interest rates. Discussion of how payments would be funded determines that could not be fully funded through the Cum Fire Fund as the current engine has been. Due to the cost of the proposed engine it would require advertising for bids.

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**PUBLIC HEARING**

President Perrin opens the Public Hearing at 5:32 p.m. Attorney Robbins explains that notice of the public hearing along with the new rates was published in the paper and posted at the town hall. Letters were also mailed to the required properties outside our corporate limits. At the previous council meeting after a lengthy discussion is was determined that an 8.8% increase was necessary. The sewer rate ordinance for the proposed increase was introduced and passed at the previous meeting. There is no one present to express any concerns or ask any questions. That being noted the Public Hearing was closed at 5:35 p.m. Attorney Robbins presents Ordinance 2018-20 to increase the sewer rates as previously approved on final reading. Motion to adopt by Councilman Rogier with second by Councilman Schilawski. **Vote 5 affirmative.**

**OLD BUSINESS**

Playground Equipment Bid Opening

Attorney Robbins states that we published a Request for Proposals for the playground equipment for the East Park and received five (5) responses. One vendor submitted two (2) options giving us a total of six (6) bids. Attorney Robbins opens the sealed bids; inn order from low bid to high bid the following bids / proposals were received:

NVB Playgrounds dba AAA State of Play $88,452.43

Snider Recreation Inc. $90,808.00

Countryside Play Structures Option #2 $92,561.00

Sinclair Recreation $92,800.00

Play World Mid States $94,928.00

Countryside Play Structures Option #1 $94,996.00

Attorney Robbins states NVB appears to have the low bid. He and PW Supt. McCauslin will review their proposal for compliance and report back to the council on December 4th.

SRF Loan Closing

Attorney Robbins has prepared paperwork that is required by the bank used by the SRF for the loan we are closing in December. The forms are for electronic payment transfers and require John Perrin, Maribeth Alspach and Melissa McCarty’s signatures. Councilman Schilawski moves to approve the contract forms and to authorize the necessary signatures. Councilman Vaughn seconds the motion. **Vote 5 affirmative.**

**NEW BUSINESS**

Letter of Recommendation Request

Police Chief Rynerson states that he was approached by a local businessman and asked for a letter of recommendation. The businessman has some pending litigation and is wanting letters from the community to present to the court. The business is not located in New Whiteland but has made donations to events our Police Department has sponsored in the past. Council authorizes Chief Rynerson to write a personal letter on his own letterhead (not department) listing the ways that this business has partnered with the PD or the town and note that he has not received any complaints on the business if that is true. Rynerson may identify himself as the Chief of Police in his letter.

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Neighborhood Crime Watch

Chief Rynerson states that the department has hosted three (3) meetings and have one additional meeting scheduled. Attendance has dwindled but those attending are very excited about the program.

Officer Position Vacancy

Chief Rynerson states that Officer A.J. Bernett has resigned and accepted a position with Greenwood. Rynerson contacted Reid Harrington who was the 1st alternate from the last hiring board but Harrington turned the offer down because of the entry level salary. Rynerson contacted the 2nd alternate, Alejandro (Alex) Gonzalez, who has accepted the position. Gonzalez has given his notice and will begin here on December 3rd. Gonzalez is currently a Reserve on our department. This will leave two (2) openings for Reserves. Rynerson has one (1) potential candidate.

Councilman Schilawski leaves at 5:45 p.m.

Wessler Engineering ERU and PER Proposal

Utility Supt. Gillock introduces Mary Atkins and Emily Nelson engineers with Wessler. Atkins explains that having an ERU (Equivalent Residential Unit) Study done will help with the future storm water rate study Steve Brock is doing. This would calculate the average run off on a residential lot and then that “unit” would be a multiplier for larger properties to have more equitable rates. Wessler will also assist with account conversion once the new rates are approved and will assist with education of our personnel and the public. The study will take approximately 6 months. During this process areas with deficiencies within the storm water collection system will be identified and remedies and cost estimates will be prepared in the form of a PER (Preliminary Engineering Report) that could be used to secure funding for a future storm water project as has been discussed. The cost for both the ERU Study and the PER is $60,000.00. Councilman Rogier moves to approve the contract in the amount of $60,000.00 and is seconded by Councilman Alspach. **Vote 4 affirmative.**

Donation Request for Volunteer T-shirts

President Perrin states a volunteer program is being started in partnership with Clark Pleasant Schools. Fifty (50) adult volunteers would hand out some small token once at month at the entry doors as the students enter the building in the morning. In December the token will be a candy cane. The purpose of the volunteers is simply to let the students know that there are people within the community that care about them. Every volunteer will have to have a background check. The volunteers will wear t-shirts that will be provided. Crystal Graphics is making the t-shirts and the estimated cost is $300 - $400. Perrin is asking if New Whiteland would donate part of that money. He will be approaching the Town of Whiteland for a donation too. If having community volunteers onsite once a month prevents another child from committing suicide it will be money well spent. Councilman Rogier moves to donate $200 for the shirts and is seconded by Councilman Vaughn. **Vote 4 affirmative.**

Community Crossing Grant

President Perrin states that New Whiteland did not receive any money in the fall cycle this year. PW Supt. McCauslin has spoken with Michael Cales and was advised that we need to provide more detailed cost information broken out for each section of road from mobilization

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to demobilization and everything in between. Future applications will require outside assistance like many other municipalities have done by having an engineer complete the application process. The cost of paying an engineer will hopefully be minimal in comparison to any future grant we would receive. There will be two (2) cycles in 2019 and PW. Supt McCauslin will work with an engineer to resubmit our applications.

**LEGISLATIVE BUSINESS**

Ordinance 2018-23

Clerk-Treasurer Alspach presents the 2019 Salary Ordinance on first reading. Councilman Vaughn moves to adopt the ordinance and is seconded by Councilman Rogier. **Vote 4 affirmative.** This will be placed on the December 4th agenda for final approval.

Ordinance 2018-24

Clerk-Treasurer Alspach presents and explains the transfer ordinance on first reading. Councilman Alspach moves to adopt the ordinance and is seconded by Councilman Vaughn. **Vote 4 affirmative.** This will be placed on the December 4th agenda for final approval.

Transfer Memo

Clerk-Treasurer presents a transfer memo for postage in the Waste Water Account. Councilman Rogier moves to approve the transfer memo and is seconded by Councilman Alspach. **Vote 4 affirmative.**

**OPEN TO THE PUBLIC**

Being no further business, the meeting was adjourned at 6:35 p.m.

Respectfully submitted,

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Maribeth Alspach, Clerk-Treasurer

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

 John Perrin, Council President