**NEW WHITELAND TOWN COUNCIL**

**December 6, 2016**

**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 Perrin, John Schilawski, Mike Rogier and Scott Alspach. Also present were Clerk-Treasurer Maribeth Alspach and Attorney Lee Robbins. Councilman Schilawski offered the opening prayer. Councilman Frank Vaughn was absent.

**MINUTES**

Councilman Schilawski moves to approve the minutes of the November 15th meeting and is seconded by Councilman Rogier. **Vote 4 affirmative.**

**HARDSHIPS / ADJUSTMENTS**

P. Sloan, 81 Beech Court had a faulty water softener causing their usage to be quite high. A repair receipt from Culligan is presented. Council approves an adjustment of $92.65.

**TREASURER’S REPORT**

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

**OLD BUSINESS**

New Whiteland Signage

Mike Bentley with Metro Printed Products presents designs for proposed signage. He has a Gateway design that he is recommending for the corporate boundaries. It is a double sided, aluminum sign 53” x 47”. The signs cost $3,500.00 each and approximately $225.00 each to install. Council discusses some minor revisions they would be interested in seeing incorporated into the sign design.

Bentley also presents a couple of options for a corporate sign to be placed at the entrance to our parking lot on Tracy Road. One option has a faux brick finish. It is double sided and LED illuminated and has space for four (4) lines or businesses. The cost for this sign is $14,479.00 plus an installation fee of $1,249.00. There would be an additional cost if electricity has to be run to the site. The second option more closely mirrors the Gateway design signs and does not have the faux brick finish. The cost of this double sided, LED illuminated sign is $6,500.00 with an installation fee of $849.00. Again there would be additional costs if we need to run electricity to the site.

The designs presented tonight have space for four (4) entities or businesses. The size of the sign can be changed to add additional spaces if any of the other businesses would be interested in sharing our sign.

Clerk-Treasurer Alspach presents a separate proposal from PFW Development for a monument style brick sign that they have proposed to American Health Network, Edward Jones, Clark Pleasant Library and us. The cost per entity to be listed on their sign is $5,255.00 if paid up front. After five (5) years, each entity would be billed an annual maintenance fee of $100.00 plus a share of the cost for insurance on the sign.

Councilmen agree that we need at least two (2) spaces on any sign that is installed and that we could use all four (4) spaces. They cannot justify the cost of the PFW signage and prefer the $6,500.00 design presented with some minor revisions. Clerk-Treasurer Alspach will notify PFW and see if they would like to invite the other entities to be included on our sign.

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Metro Printed Products will also experiment with some different fonts on our logo to see if it could be more legible. Mike Bentley will present revised designs at the December 20th meeting.

Public Works

PW Supt. Johnson states that the concrete work was completed by D & M Concrete last Friday. They will leave cones on the roads until the concrete has cured. Cones will be removed on December 12th.

Miller Pipeline completed the repair and lining of the sewer main. Supt Johnson states that the large hole in the main was the result of a problem that was discovered in 2015 when Miller Pipeline cleaned the line and found that someone had forced a piece of PVC pipe through the clay sewer main. The PVC pipe was removed but we didn’t repair the hole. The pipe deteriorated over time. Johnson notes that before the repairs and lining were done, during a rain event that line would run 50% full. Since the work has been done the line was only running 1/8th full during the last rain event. Johnson intends to re flowmeter that line to document the I & I improvement to IDEM. The sewer main should last another 30 – 40 years.

Employee Gift Memorandum

Attorney Robbins presents revised memorandum from 2015 to clarify that the gifts are being given to the employees from local businesses or vendors not from the town. The employee Christmas party is merely the event where the transfer takes place. Gifts are taxable and the employee needs to discuss any tax implications with their tax preparer. A notice with that information will be given with each gift. Our Employee Handbook prohibits the acceptance of gifts from vendors, however the council can make an exception for this event. Councilman Rogier moves to allow the employees to accept the gifts being given by local businesses and vendors at the 2016 employee Christmas party and is seconded by Councilman Alspach. **Vote 4 affirmative.**

Unemployment Claim

Attorney Robbins notifies the council that Rick Wilson filed an unemployment claim. Attorney Robbins responded and the claim was denied. Clerk-Treasurer Alspach thanks Attorney Robbins for handling these issues for the town.

Tracy Road Improvements

Councilman Schilawski states that the slight alteration on Tracy Road at US 31 and at Sweetbriar has made a huge difference. President Perrin asks when the “DO NOT BLOCK INTERSECTION” signs will be installed. PW Supt Johnson states he received a quote of $9.95 per sign and will get them ordered tomorrow.

**NEW BUSINESS**

2017 Holiday Schedule

Clerk-Treasurer Alspach presents the 2017 Holiday Schedule and states that with Christmas falling on a Sunday this year some employees have asked that rather than having Friday, December 23rd off they could move the Christmas Eve holiday to Tuesday, December 26th.

Councilman Schilawski moves to have the offices closed December 26th and 27th this year and is seconded by Councilman Alspach. **Vote 4 affirmative.**

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Bond Renewals

Clerk-Treasurer Alspach states that the annual bond renewals for the Clerk-Treasurer, Utility and Payroll Clerks are on tonight’s docket. She will file copies at the Recorder’s Office once the docket has been approved.

**LEGISLATIVE BUSINESS**

Ordinance 2016-20

Clerk-Treasurer Alspach presents the transfer ordinance on final reading. Councilman Alspach moves to adopt Ordinance 2016-20 on final reading and is seconded by Councilman Rogier. **Vote 4 affirmative.**

Ordinance 2016-21

Attorney Robbins explains that the ordinance to allow off road vehicles on our roads to make seasonal deliveries from November 1st to January 31st for courier services was prepared at the request of UPS. We have not had any contact with them since the meeting in which they made the request and they may no longer be interested. Council President Perrin states he received a call from PW Supt Johnson last week when a POD was delivered and placed in the East Park. He advised Johnson that nothing had been approved. Johnson contacted the POD company who relocated the POD to Parkview Dental. When UPS was notified they stated they believed everything had been approved. Johnson adds that he saw a U Haul truck backed up to the POD this morning. Councilman Rogier moves to adopt Ordinance 2016-21 on first reading as an experiment. The motion dies for lack of a second.

Ordinance 2016-22

Clerk-Treasurer Alspach presents and explains the ordinance to write off old, outstanding accounts from 2013. Councilman Schilawski moves to approve the ordinance on first reading and is seconded by Councilman Rogier. **Vote 4 affirmative.**

This item will be placed on the December 20th agenda.

Ordinance 2016-23

Clerk-Treasurer Alspach presents and explains the transfer ordinance on first reading. Councilman Alspach moves to adopt Ordinance 2016-23 on first reading and is seconded by Councilman Schilawski. **Vote 4 affirmative.**

This item will be placed on the December 20th agenda.

Indiana Statehood Day and Bicentennial Proclamation

President Perrin reads the proclamation in its entirety and executes the document.

**OPEN TO THE PUBLIC**

Carmen Parker states that she is spearheading a group investigating possibilities of connecting a trail system from Franklin to Greenwood through the towns of Whiteland and New Whiteland. The committee is applying for a planning grant through Purdue University and should hear something in January. The committee has members from Whiteland and New Whiteland, Clark Pleasant Schools, ASPIRE Johnson County and both Franklin and Greenwood. Ms. Parker is appreciative of Councilman Vaughn attending the last meeting. Some potential trail routes are being discussed. As of now, the Phase I proposal would be to build a walking trail around either the high school or the middle school to be used by the

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athletic department for track and cross country events. Ms. Carmen will keep us informed of meeting dates and locations and will forward copies of the meeting minutes.

Being no further business the meeting was adjourned at 6:12 p.m.

Respectfully submitted,

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Maribeth Alspach, Clerk-Treasurer

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

 John Perrin, Council President