**NEW WHITELAND TOWN COUNCIL**

**March 17, 2015**

**MEETING MINUTES**

Town Council President John Perrin opened the meeting at 6:00 p.m. with the pledge to the American flag. Council members present were Scott Alspach, Joe Noonan, Mike Rogier, John Schilawski and John Perrin. Also present were Attorney Robbins, Clerk-Treasurer Maribeth Alspach and Town Manager Spencer. Councilman Alspach offered the opening prayer.

**MINUTES**

Councilman Schilawski moves to approve the minutes of the March 3rd meeting and is seconded by Councilman Rogier. **Vote 5 affirmative.**

**HARDSHIPS / ADJUSTMENTS**

None.

**TREASURER’S REPORT**

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

**OLD BUSINESS**

Real Estate Survey Update

Attorney Robbins states that he has emailed Christy’s to begin marketing both buildings and schedule the auction. Robbins is waiting on the revised Certificate of Survey for the property being sold at 401 Mooreland Drive that includes the disclosure information on the corner of the Assembly Hall that encroaches into the drainage right-of-way along with the County Drainage Board variance / approval that was given by the County when the addition was built. Robbins should have this document within the next week. There will be a signature block for Council President Perrin to sign and then it will need to be recorded.

Town Manager Spencer presents a list of items at the old Town Hall and old Police Station and asks if they need to be removed. Council directs Spencer to remove the antiquated siren at 300 Tracy, authorizes Supt. Johnson to remove the telemetry equipment at 401 Mooreland and wants all logos and signage removed from the exterior of both buildings. Employees are also to trim up the pine tree on the north side of the old town hall to allow for the walking path for the disc golfers.

Flood Status Report

Town Manager Spencer states all of the fans and dehumidifiers have been removed. Drywall and insulation were removed Monday in both restrooms in Suite A. PCS in Whiteland is putting together a quote for insurance on replacing drywall, cove base, paint touch up and carpet cleaning. Fans and dehumidifiers ran for a full week – many mornings the temperature was over 100 in the Town Hall offices but the office never closed. Spencer praises the staff for their stamina and dedication working in the heat, humidity, noise and odors during the last week. The office furniture in the Clerk-Treasurer’s office will need to be replaced. RJE Furniture can replace the furniture but it will take up to 8 weeks. CRC Properties can have the desk, cabinets, lateral files rebuilt and installed by March 30th. Their quote is $200 - $300 more and does not include replacing the table and side chairs. President Perrin states if insurance won’t approve higher quote he recommends paying the difference to get better quality furniture faster and get the office back together. Quotes have been submitted to the insurance adjuster. Spencer notes that we need to dispose of the damaged furniture. Both CRC and PCS have offered to dismantle it and remove it if they can have it. Irish Brothers Pest Control, a partner of PSC has offered one year of free pest control services for 540 Tracy Road in exchange for the furniture. Council asks that we get a quote for pest control from Irish Brothers to see how it compares to our current rates with Johnson County Exterminating. We don’t want to sever our ties with them and end up with higher rates at the end of the year of free service. If rates are comparable

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council approves accepting Irish Brothers offer.

Furniture needs to be removed prior to carpet cleaning if possible.

Renovation Update

Town Manager Spencer states that work is progressing well. Spencer presents Change Order #8 for the new toilet supply lines to be installed by the Public Works employees on all of the toilets in all of our buildings to prevent another flooding issue due to plastic nuts on the old lines. The Change Order also includes replacing the interior doors in the council meeting room with birch wood solid core doors that can be stained to match the new wood paneling. Councilman Noonan moves to approve Change Order #8 and is seconded by Councilman Rogier. **Vote 5 affirmative.** Spencer notes that CRC should be finished next week. Painting is almost complete. Carpet and countertops will be installed next week. Sound equipment has been ordered and will be installed, FE Moran will complete security/fire alarm install on March 30th and 31st. Should be able to have the April 7th meeting in the new Meeting Room.

Security

Town Manager Spencer states that he has tested the key fob system and you are able to disarm and arm the system from your car by pointing the fob through the windshield. Officer Glaze is in attendance and is asked why the officers don’t want to use the alarm system. Glaze has no problem with using the alarm or the key fobs. Town Manager Spencer states Marshal Stephenson is concerned about employees passing through the Police Department foyer on meeting nights if the building is alarmed. Sgt. Glaze recommends relocating the motion detector. Town Manager Spencer will work with FE Moran for solution that would allow building to be alarmed and still allow foyer pass thru on meeting nights without triggering the alarm.

Comp Time

Spencer states all employees are working on getting their comp time scheduled and taken. Spencer notes that the Public Works employees do not want to be forced to take comp time off during their week of being “on call” as they are required to stay in the area. Supt Johnson states that except for an emergency they should not accumulate additional hours while “on call” as the weekend hours would fall in the next week when they are off the on call rotation and could be taken off.

Artwork Display

Councilman Rogier asks about display area. Clerk Treasurer Alspach did speak with CRC and they can build plate rails for displaying artwork but noted that the frames will mark up the walls. They would need to know size and length and placement of rails to get us a quote. CRC will hang our donated pictures in the council room once carpet has been installed.

**NEW BUSINESS**

East Park

Spencer states the fencing has all been removed and we are waiting on Duke Energy to take out the lights and poles. Spencer would like permission to remove the old concession stand. The building has been vacant for a number of years and is in bad disrepair. Spencer would like to get it removed before the disc golf course goes in and possibly use the concrete foundation to set a port-a-let on. President Perrin and Member Schilawski prefer to wait to see if someone would want to rent the building to serve refreshments or sell equipment once the disc golf course opens. Spencer states would require quite a bit of time and money to get the building in a condition that someone would consider renting it.

Councilman Schilawski leaves at 6:40 p.m.

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Street Garage

Councilman Rogier asks the status of and plans for the old street garage. Supt Johnson states he would like to keep the building but remove the lean to. Could be used for some storage, however the building is prone to flood.

Electrical Problem at WWTP

Supt Johnson states that the main breaker flipped on March 10th and everything shut down. They were able to turn it back on and get everything up and running again. The same breaker flipped again on the 13th and when Brehob checked they said that a surge pump had grounded out which caused the problem. They repaired and reinstalled the surge pump on the 13th. That night the breaker blew again and had to be reset, then blew again at 2 a.m. Saturday morning. Brehob was called again and said that the heat on the breaker was 260 degrees. The breaker is fried. Brehob is looking for a used breaker. Things have been rerouted and everything is running right now. If a used breaker can’t be found the cost to install a new one will be between $5,000 and $10,000. Johnson states the Head Works flooded 4 times in a 3 day period. President Perrin questions why Brehob didn’t find the overheating issue when they repaired the surge pump.

Johnson states he is getting a quote to have a thermal imaging inspection of all the electrical done annually by Brehob. Johnson adds that he and Town Manager Spencer are getting quotes for a portable generator for the WWTP. Johnson states it may never be used but would be helpful in these type emergency situations.

**LEGISLATIVE BUSINESS**

None.

**OPEN TO THE PUBLIC**

None.

Being no further business the meeting was adjourned at 7:00 p.m.

Respectfully submitted,

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Maribeth Alspach, Clerk-Treasurer

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

 John Perrin, Council President