

**NEW WHITELAND TOWN COUNCIL
MARCH 2, 2022
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, John Purdie, Chad Waltz and Dennis Combs. Also present were Attorney Lee Robbins and Clerk-Treasurer Maribeth Alspach. Councilman Schilawski offered the opening prayer.

MINUTES

Councilman Schilawski moves to approve the minutes of the January 5th meeting and is seconded by Councilman Waltz. **Vote 5 affirmative.**

Councilman Combs moves to approve the minutes of the cancelled February 2nd meeting and is seconded by Councilman Schilawski. **Vote 5 affirmative.**

TREASURER'S REPORT

Clerk-Treasurer Alspach presents copies of the Fund Report and Docket for February 2nd and March 2nd for approval. Councilman Waltz moves to approve and ratify the February 2nd docket and is seconded by Councilman Schilawski. **Vote 5 affirmative.** Councilman Purdie moves to approve and ratify the March 2nd docket and is seconded by Councilman Schilawski. **Vote 5 affirmative.**

OLD BUSINESS

Community Clean Up Day

Council tentatively sets the dates for this year's events for the third Saturday of May and September. Councilman Perrin will contact Strouse and Matt and Duane will contact Technology Recyclers to see if those dates work.

Work Session

The town council will hold a work session on April 9th from 8 – 11 a.m. to do an orientation for our new members on policies and procedures, duties and responsibilities, open door law, ordinances, resolutions, budgets, etc. The meeting will take place and be facilitated by our attorney at his offices.

Culpepper & Merriweather Circus

Clerk-Treasurer presents the addendum changing the date to August 14th for council approval. Council approves and President Perrin executes the addendum.

Town Office Closing

The town offices closed at 3 p.m. on February 3rd due to weather. Two of the three clerical workers that were sent home had laptops and were able to work from home the last hour. One clerk did not – can she be paid for the hour since we closed the offices or does she need to use comp time? She was available by phone from 3-4 that day. Councilman Combs moves to pay all three employees for the hour that the office was closed and is seconded by Councilman Schilawski. **Vote 5 affirmative.**

NEW BUSINESS

Employee Bonds

Clerk-Treasurer Alspach thanks the council for signing off on the employee bonds for the office personnel. The bonds have been filed with the Johnson County Recorder.

On-Call Engineering Contract

Brad Robertson with Wessler Engineers presents the 2022 On-Call Contract for consideration. This contract covers such things as smoke testing, mapping, man hole repairs, TVing lines and inspections. The contract amount is the same not to exceed amount as 2021. In 2021 we did not spend all of the allotted money.

Utility Superintendent Gillock explains that when he and PW Superintendent McCauslin took over, New Whiteland was on an early warning ban from IDEM because the plant was at 81% capacity. With the work Wessler has done identifying inflow and infiltration in our system, rehabbing manholes and making repairs we have reduced our capacity³ to 64 – 67% even with the addition of several new homes. This has greatly reduced the amount of rain / clean water that was getting into our system and reduced our costs at the treatment plant. Over the course of the last four (4) years we have increased our capacity for new customers by 14 – 17% and we are no longer on an early warning ban. Councilman Purdie moves to approve the On-Call Contract and is seconded by Councilman Waltz. **Vote 5 affirmative.**

Coordination for ARP Funding

Utility Superintendent Gillock explains that New Whiteland has received the first of two installments of the American Rescue Plan money that it being distributed to municipalities. In total we have been allotted \$1,400,000.00. The money has specific guidelines for how the money can be spent. We are required to submit quarterly reports. Supt. Gillock has requested proposals from three (3) engineering firms for the following scope of service: Task I – PER (Preliminary Engineering Report) which would be required if we were seeking State Revolving Fund money.

Phase I -Design and permitting of new UV System. Gillock explains this is the weakest link in our current system. The plant was built to handle 4 million gallons per day and our UV System only can handle 2.1 – 2.2 million gallons per day. The current system is thirteen (13) years old and needs to be upgraded. This phase also includes an addition to the lab building to include lockers, a break room and a training / conference room. In addition, they are looking to build a new building on top of the hill to store vehicles and equipment that has to be relocated from the existing shop when it rains as that building is prone to flooding.

Phase II – Design on Capacity – Supt. Gillock recommends putting that on the back burner at this time.

We also requested paperwork and reporting coordination for the ARP program requirements. Supt. Gillock presents the following proposals:

GRW

Phase I	\$120,000.00
Paperwork Coordinator	\$ 6,000.00 billed hourly with a not-to-exceed of \$6,000.00

HWC

Phase I	\$112,500.00
Paperwork Coordination	unavailable

Wessler

Phase I	\$213,750.00
Paperwork Coordinator	Unavailable

Supt. Gillock recommends GRW. He met with all three (3) companies and feels that the benefit of the paperwork coordinator in-house will be worth the cost difference. The other firms recommended hiring a financial consultant which would cost much more than the maximum of \$6,000.00 quoted by GRW.

President Perrin asks about construction costs. Supt. Gillock states one proposal included construction cost estimates as follows:

UV System	\$160,000.00
UV Install	\$ 64,000.00
Electrical Modifications	\$ 15,000.00
Lab Expansion	\$265,000.00
New 8,000 sf Building	\$520,000.00

Council tables any decision until the April meeting and asks Supt. Gillock to gather more construction estimates from each company.

Excavator / Trailer Proposal

Utility Supt. Gillock requested proposals from three (3) companies for a trailer as well as a mini excavator. Gillock explains that they rented this equipment in 2021 for road work and it works better in small, tight places for sewer or storm water repairs than the backhoe.

Trailer Quotes:

Mayes Trailer Sales	\$16,266.60
Big Tex Trailer World	\$21,153.50
Trailers Plus	No response

Utility Supt. Gillock also requested three (3) quotes for a mini excavator:

Bobcat of Indy	\$72,089.52
MacAllister	\$81,022.77
West Side Tractor/John Deere	\$82,100.00

Supt. Gillock explains that we only need to purchase the trailer IF we purchase the mini excavator. He notes that the two (2) higher bids on the excavator are for a smaller E-50 model. The Bobcat quote is for an E-60 which is a little larger. When Gillock first requested proposals, Bobcat had a program that allowed you to upgrade the vehicle and provided a municipal discount. The program was discontinued in February. Just before tonight's meeting Gillock received a call from the salesman and said that they had an E-60 in stock that was ordered with the municipal discount and they were offering it to us. Gillock notes that this money was budgeted in his 2022 budget.

Councilman Combs moves to authorize the purchase of the trailer from Mayes Trailer Sales and the mini excavator from Bobcat of Indy contingent of a revised proposal in writing for the E-60 at the price given by phone. Councilman Waltz seconds the motion. **Vote 5 affirmative.**

Asphalt Roller Proposal

PW Supt. McCauslin states that this is a piece of equipment that was approved in his 2022 budget. This will allow us to do more road repairs in-house. This will allow us to do patching of sections rather than just pothole repairs. He presents three (3) proposals:

Seal Master	\$19,402.60 – this is IN STOCK and has a Honda motor
Core & Main	\$19,040.04
Jobsite Supply	\$19,482.95

Both Core & Main and Jobsite Supply would have to order the equipment and it would not be available until December. McCauslin needs it for road repairs this year. McCauslin is recommending purchasing the Asphalt Roller from Seal Master.

Councilman Purdie moves to approve the purchase from Seal Master and is seconded by Councilman Combs. **Vote 5 affirmative.**

Johnson County Memorandum of Understanding

Clerk-Treasurer presents the MOU as prepared by herself and Superintendents Gillock and McCauslin. The MOU needs to be approved by the council and executed. Councilman Combs moves to approve the MOU and authorize Council President Perrin to sign it. Councilman Waltz seconds the motion. **Vote 5 affirmative.**

NWFD Furnace Replacement

Clerk-Treasurer Alspach asks that the council ratify the approval they gave to Supt. McCauslin to replace the furnace that went out at the fire station at a cost of \$10,000.00. Councilman Waltz moves to ratify the emergency approval given prior to tonight's meeting and is seconded by Councilman Schilawski. **Vote 5 affirmative.**

Updating Cameras at 540 Tracy

PW Supt. McCauslin presents a proposal to upgrade the camera system and the software at 540 Tracy. All existing cameras would be replaced and new software would allow McCauslin to access camera footage from the plant as well as from the server in the police department. This replaces ten (10) cameras, includes licensing for all components, router, memory upgrade, Cat6 cable and a 24 port POE switch at a cost of \$15,135.00. McCauslin budgeted money for this upgrade in his 2022 budget. Councilman Waltz moves to approve the upgrades and is seconded by Councilman Combs. **Vote 5 affirmative.**

Proctor Park Request

PW Supt. McCauslin has been approached by a resident with a wheelchair bound child who is asking that a swing for wheelchairs be installed at Proctor Park. She has offered to lead a fundraising drive to pay for this. McCauslin has done research and most playground equipment vendors no longer sell or recommend those swings due to safety concerns. McCauslin is looking at other options. A second request for poured in place fall barrier at the front play area was made. Again, the resident is willing to solicit donations for this project. Discussion follows on how money would be collected and what happens if the amount needed isn't donated. McCauslin will get pricing and pass the information along to the resident. They are welcome to ask to be on the agenda and bring a proposal to the council. These are not budgeted items and are not part of the current plan that is in place for upgrades to our existing parks but the council is always willing to listen to proposals or requests.

NWFD Flooring Quotes

PW Supt. McCauslin notes the sprinkler system at the fire station continues to be a problem. Due to the last leak and flooding event, the carpet needs to be replaced. McCauslin is recommending epoxy flooring in lieu of carpet for the fire station. This will be easier to keep clean and to maintain. McCauslin has discussed this with Chief Saucier who fully supports this solution. McCauslin presents three (3) proposals to do epoxy finish to the flooring in the entire station.

Dynasty	\$ 8,328.40
First Impression	\$10,800.00

Monster Cote \$13,055.00

Councilman Purdie asks what the cost would be to replace the damaged carpet only. McCauslin states \$9,405.00. McCauslin adds that he had budgeted \$12,000.00 to relace the carpet at the fire station this year in his 2022 budget. The latest sprinkler leak just moved his timeline up.

Councilman Combs states one proposal appears to have an additional layer of topcoat. McCauslin states that he researched this and the extra coat is not needed. Combs asks if that company would revise their bid without the additional coat, would their bid be lowest? McCauslin will check.

Councilman Combs moves to approve the epoxy flooring at a cost not to exceed \$8,328.40 allowing McCauslin to accept the lowest bid if by removing the additional layer the other vendor's bid changes and is seconded by Councilman Purdie. **Vote 5 affirmative.**

Access Indiana Funding Request

Council President Perrin states that this was not budgeted. Council would like to hear a presentation to include the annual budget and statistics on the number of New Whiteland residents that benefit from this service. Given that information the council could consider including this in the 2023 budget. Clerk-Treasurer Alspach will contact Director Becky Allen and ask her to make a presentation at the May meeting.

Additional Police Car Request

Council President Perrin states that Police Chief Rynerson would like to order another vehicle. Perrin states that Rynerson recently ordered a Ford Explorer and would like to order another car as well. Clerk-Treasurer Alspach states only one police car was included in the police 2022 budget. If the council wants to approve this request, they could make the purchase with Rainy Day Funds. Councilman Combs asks why we have a car that is not being driven. Alspach states we are in the process of hiring another officer that will be assigned that car. She assumes this request would replace one of the 2015 cars being driven by the reserve officers. Council is concerned with the amount of money that is being spent this early in the year and recommends that Chief Rynerson ask for this vehicle in his 2023 budget.

2022 Road Work

PW Supt. McCauslin states he has specifications for the proposed Community Crossing projects. McCauslin would like to get this advertised and set a bid opening for March 28th at 5 p.m. The bids would then be given to our attorney to review so that a decision could be made at the April council meeting. McCauslin notes all of this is contingent on the Community Crossing Grant Awards including our projects. Council approves.

LEGISLATIVE BUSINESS

Ordinance 2022-01

Clerk-Treasurer Alspach reads the and explains the transfer on first reading. Councilman Combs moves to adopt Ordinance 2022-01 and is seconded by Councilman Schilawski. **Vote 5 affirmative.**

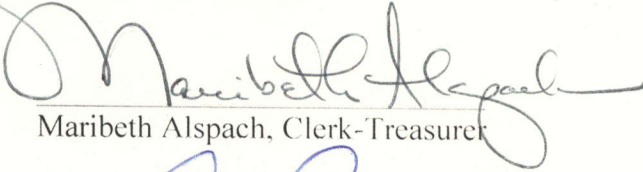
Councilman Purdie moves to suspend the rules and approve the ordinance on final reading. Councilman Waltz seconds the motion. **Vote 5 affirmative.**

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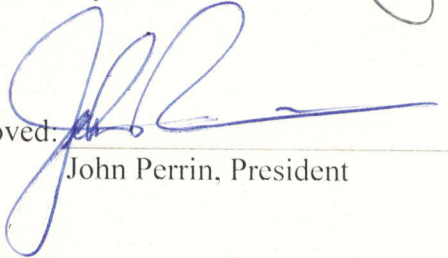
OPEN TO THE PUBLIC

Being no further business, the meeting was adjourned at 7:35 p.m.

Respectfully submitted,



Maribeth Alspach, Clerk-Treasurer

Approved: 
John Perrin, President