**NEW WHITELAND TOWN COUNCIL**

**March 21, 2017**

**MEETING MINUTES**

Town Council Vice President Scott Alspach opened the meeting at 5:00 p.m. with the pledge to the American flag. Council members present were John Schilawski, Frank Vaughn and Scott Alspach. Also present was Attorney Lee Robbins. Councilman Schilawski offered the opening prayer. Clerk-Treasurer Maribeth Alspach arrived at 5:08 p.m. Councilmen Perrin and Rogier were absent.

**MINUTES**

Councilman Vaughn moves to approve the minutes of the March 7th meeting and is seconded by Councilman Schilawski. **Vote 3 affirmative.**

**HARDSHIPS / ADJUSTMENTS**

C. Sigman, 838 Highland is requesting an extension. She can pay the full amount on March 31st. Council approves.

**TREASURER’S REPORT**

Clerk-Treasurer Alspach presents copies of the March 21st Fund Report and Docket for approval. Councilman Vaughn moves to approve and ratify both reports and is seconded by Councilman Schilawski. **Vote 3 affirmative.**

**OLD BUSINESS**

Sidewalk Repair Letter

Attorney Robbins distributes copies of the letter requesting repairs to the sidewalk belonging to the property at 350 Tracy Road. Council approves the letter and Attorney Robbins will have it mailed to the property owner.

Signage

Clerk-Treasurer Alspach met with Kevin Walls about the proposed sign for Tracy Road for the businesses in our complex. Mr. Walls has agreed to a one-time payment of $7,882.50 when the sign is completed. Payment will be made from Rainy Day as previously approved. Council had discussed waiving the permit fees since it will be in part our sign. Mr. Walls has paid the permit fee but has not paid the inspection fees. Councilman Schilawski moves to waive the inspection fees and is seconded by Councilman Vaughn. **Vote 3 affirmative.**

Clerk-Treasurer Alspach presents has a revised quote for “Welcome to New Whiteland” signs. The previous quote provided by Christy’s Design & Sign was for non-reflective signs. To upgrade to reflective would be an additional $60 per sign bring the cost per sign to $700 which includes installation. Christy’s has also requested a deposit if possible. Councilman Vaughn moves to upgrade the signs to reflective and to authorize a $1,500 deposit on the order. Councilman Schilawski seconds the motion. **Vote 3 affirmative.**

**NEW BUSINESS**

Street Light Request

Council asks that this be tabled until we have a full board and everyone has had a chance to look at the location that has been requested for a street light.

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SBOA Audit Update

Clerk-Treasurer Alspach states that an Entrance Conference is scheduled for tomorrow morning. The audit has started and is projected to be completed in early May.

Volunteer Insurance Coverage

Clerk-Treasurer Alspach presents copies of the Addendum to add Volunteers to our Workmen Comp coverage and copies of the Register of Volunteers. We currently have four; three (3) firefighters that are still in training and our reserve police officer. Alspach adds that an additional accident, disability policy is in place for the firefighters but we don’t have anything like that for our reserve officers. She has asked if the reserve officers can be added to the existing policy and if not for quotes for a similar policy that the council could consider. Attorney Robbins states that we are mandated by state law to provide that extra coverage for the firefighters but there is no requirement that we do so for reserve police officers. Council certainly can provide additional coverage if they so desire but it is not mandated.

Ordinance 2017-03

Attorney Robbins notes that at the last meeting a reserve police officer was introduced. Robbins has prepared an ordinance implementing a Reserve Police Officer Program for New Whiteland. This ordinance addresses the maximum number of full time Deputy Marshals (8) and the maximum number of Reserve Officers (4). Councilman Vaughn moves to adopt Ordinance 2017-03 on first reading and is seconded by Councilman Schilawski. **Vote 3 affirmative.** This item will be placed on the April 4th agenda.

Republic Annual Information Brochure

Council has copies of the 2017 brochure and requests the following changes:

 2017 Holiday Schedule – only list Thanksgiving as the other 3 approved holidays do
 not affect our pickup days this year.
 Add TIRES to the list of items not accepted as Heavy Trash.

Clerk-Treasurer Alspach will notify Republic. Council may want to consider doing away with the annual brochure request every year in future contracts and just require it in year one and then just require the vendor to provide additional copies to our office for new move ins throughout the length of the contract.

Indiana ADA & Title VI Coordinator

Clerk-Treasurer Alspach presents request for membership and to have contact information for our coordinator. Council is not interested in joining this association – any issues that arise are addressed by qualified experts, we do not have a staff large enough for a paid coordinator.

Employee Christmas Party

No employees have volunteered to plan the 2017 Christmas Party. Clerk-Treasurer Alspach shares that the Town of Edinburgh does an Employee Appreciation Day rather than a Christmas Party. Lunch is catered and then the employees are given the afternoon off. Council wants to give the employees the option of having a Christmas Party but we need volunteers to plan and oversee the party.

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**LEGISLATIVE BUSINESS**

Ordinance 2017-02

Attorney Robbins presents the nuisance ordinance on final reading. Councilman Vaughn moves to adopt Ordinance 2017-02 on final reading and is seconded by Councilman Schilawski. **Vote 3 affirmative.** Council also approves the Notice of Warning and Request for Corrective Action form prepared by Attorney Robbins. Ordinance 2017-02 will be published and Clerk-Treasurer Alspach will order the Notice of Warning and Request for Corrective Action forms for the police department.

**OPEN TO THE PUBLIC**

None.

Being no further business the meeting was adjourned at 5:55 p.m.

Respectfully submitted,

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Maribeth Alspach, Clerk-Treasurer

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

 John Perrin, Council President