**NEW WHITELAND TOWN COUNCIL**

**April 16, 2019**

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

**MINUTES**

Councilman Schilawski moves to approve the minutes of the April 2nd 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 reports and is seconded by Councilman Vaughn. **Vote 5 affirmative.**

**OPEN TO THE PUBLIC**

None.

**OLD BUSINESS**

SRF Loan Claims

Kellie Robertson with Midwestern Engineers presents the two (2) claims that are to be submitted this month for the WWTP project.

Mitchell & Stark Construction $69,378.89

WTH GIS Data Systems $26,714.00

Ms. Robertson states that claims have been reviewed by both Mark Sullivan and by Superintendents Gillock and McCauslin and approved for payment. Councilman Alspach moves to have President Perrin sign the claims and have them submitted for payment. Motion is seconded by Councilman Vaughn. **Vote 5 affirmative.**

Leaf Machine

Utility Supt. Gillock was unable to get a lower cost for the same machine that was quoted by Best Equipment. Gillock would like to get the machine ordered so that it is here for leaf pickup season. In a recent meeting with our accountant Steve Brock we were informed that we would need the SRF to approve any loans or leases under the current loan agreement. Brock has recommended that we pay for the machine outright rather than finance it. Clerk-Treasurer Alspach has prepared a memo to add additional funds to the Storm Water budget to cover this expenditure.

President Perrin asks that the Additional Appropriation Memo be considered at this time. Clerk-Treasurer Alspach reads and explains the additional funding, a large part that is coming from the sale of the two (2) old leaf machines and the Vac Truck on GoveDeals.com. Councilman Rogier moves to approve the memo and is seconded by Councilman Rogier. **Vote 5 affirmative.**

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GovDeals.com

PW Supt. McCauslin updates the council on the sales results of the items listed on the online auction site. To date nine (9) pieces of equipment have been listed and sold for a total of $73,577.00. Several of these items had been out of service for some time. Some of the items had been offered as trade-ins on new vehicles but sold for more money at this auction than what the dealerships had offered. Council thanks both Supt. McCauslin and Gillock for their hard work and service to the town in bringing in this extra revenue.

Skid Steer

PW. Supt McCauslin states that he and Supt. Gillock have been evaluating their fleet of vehicles and updating their 5-year plan. McCauslin had budgeted to purchase a ¾ ton truck this year but is recommending that the truck purchase be delayed and would like to purchase a skid steer instead. They have requested by phone and received three (3) quotes with MacAllister having the lowest quote at $51,067.00 for a Caterpillar 262. McCauslin explains that he would recommend using $24,900 from the proceeds of the GovDeals sales (Sanitation) along with $26,167 from his MVH budget. This would leave $23,833 in his MVH appropriation. Attorney Robbins states that if the quotes are expected to be more that $50,000, we need to request written, sealed bids. McCauslin will have the vendors re-submit their bids (sealed) for the May 7th meeting.

1114 Ashland

Attorney Robbins has spoken to the property owner who has expressed an interest in selling the property. She is going to contact him with an amount they would like for the property. Attorney Robbins ordered a title search and found that the main mortgage with Wells Fargo has been released, he also believes the second mortgage has been released as well. The property owners would have to pay all back taxes or liens on the property at closing.

Circus

Clerk-Treasurer Alspach presents the proposal from the Kelly Miller Circus for September 28th with two (2) performances in the afternoon. They would bring everything needed and arrive Saturday morning set up, do both performances and tear down and leave on Sunday morning. There is no guarantee on our part – the risk is all theirs. We would hang posters, use social media to advertise and help presale tickets. We would also supply people to sell tickets the day of the event. A copy of the booking information is provided to the councilmen. Councilman Schilawski will check the school calendar to verify that we aren’t competing with a school event. Councilman Rogier motions to sponsor the circus for two (2) performances on September 28th if there is no conflict with the school calendar. Councilman Schilawski seconds the motion. **Vote 5 affirmative.**

Korean War Memorial

Clerk-Treasurer Alspach reports that the memorial is in production and scheduled to be installed the week of May 6th. She will contact the New Whiteland VFW and notify them and ask if they would consider hosting a Memorial Day service at Proctor Park to share the new memorial with our Veterans.

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Habitat for Humanity Permit Fees

Clerk-Treasurer Alspach states the purchase agreement has been fully executed and a $500 earnest fee check was received. Habitat will be filing a Minor Subdivision Plat along with a Variance and all necessary building permits. Due to the fact that they are a 501©3 and will be building 2 – 3 homes in New Whiteland that will add to our assessed values Councilman Rogier moves that we waive all development and use approvals, permit and inspection fees for the ground that Habitat is purchasing. Councilman Vaughn seconds the motion. **Vote 5 affirmative.** Habitat for Humanity will pay all required hook on fees.

Councilman Schilawski asks that some formal policy be adopted for waiving fees. Attorney Robbins states that there must be a formal request, the property owner should be a 501© 3 and it must be of a scope that does not put an undue financial burden on the town. Each request would be decided on a case by case basis.

On Call Contract – Wessler Engineering

Utility Supt. Gillock states that he would like to extend the on-call contract with Wessler to do more smoke testing. He would like the council to authorize an additional $20,000 to complete the work. The funding would come out of Sanitation 316. Councilman Schilawski moves to authorize the additional work and is seconded by Councilman Rogier. **Vote 5 affirmative.**

**NEW BUSINESS**

Grassy Manor

Councilman Schilawski states he has reviewed the sketch plan and is concerned about the density; he thinks the houses are too close together. Councilman Vaughn is concerned that there is only one entrance. Vaughn is also concerned about the amount of common area and who would be responsible to maintain it. Council President Perrin states all of these issues will be discussed and clarified at the Tech Review meeting on April 29th.

Councilman Schilawski leaves at 6:40.

Wessler Manhole Report

Utility Supt. Gillock states 71 Priority 1 manholes have been identified that need to be repaired or replaced. He has gotten cost information from Wessler to prepare the specs, preliminary plans and the bid documents. They would also hold a pre-construction meeting, oversee the construction phase and review all claims as well a perform substantial and final completion inspections. The cost for these services would be $19,800.00 which could be paid for with the money remaining after the skid steer is purchased. The money will be transferred to 312 Engineering & Architectural. Motion to approve by Councilman Vaughn with second by Councilman Rogier. **Vote 4 affirmative.**

County EDIT Tax Plan

Council President Perrin states there was a lengthy article in the paper this week reference the County Council plan to raise $130,000,000.00 for a jail expansion and road repairs.

**LEGISLATIVE BUSINESS**

None as the Additional Appropriation Memo for Utilities was passed in Old Business.

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Being no further business, the meeting was adjourned at 7:07 p.m.

Respectfully submitted,

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Maribeth Alspach, Clerk-Treasurer

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

John Perrin, Council President