**NEW WHITELAND TOWN COUNCIL**

**April 7, 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, Mike Rogier, John Schilawski and John Perrin. Also present were Attorney Robbins, Clerk-Treasurer Maribeth Alspach and Town Manager Spencer. Councilman Schilawski offered the opening prayer. Councilman Noonan is absent.

**MINUTES**

Councilman Schilawski moves to approve the minutes of the March 17th meeting and is seconded by Councilman Alspach. **Vote 4 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 Rogier. **Vote 4 affirmative.**

**OLD BUSINESS**

Real Estate Survey Update

Attorney Robbins presents amended flyer stating the auction for both buildings has been scheduled for noon on Friday, May 15, 2015 at the old Police Station, 300 Tracy Road. Successful bidder will be required to post a $10,000 non-refundable deposit on each property. Successful bidder will have 30 days to close on the 300 Tracy Road property and 60 days to close on the property at 401 Mooreland. Council recommends that the main printed information about the auction and the properties be larger and all of the advertising, the header and footer and side bar on the flyer be minimized or deleted. Once that change is made the flyers can be posted, distributed, etc. Councilman Schilawski moves to set the reserve for each property at 90% of the average of the two appraisals as required by state statute. Councilman Rogier seconds the motion. **Vote 4 affirmative.**

**NEW BUSINESS**

Sewer Hook on Request

Curtis Unrue is considering purchasing two (2) acres next to Liberty Tabernacle Church. Mr. Unrue has a letter from the church granting them permission to hook on to their sewer line. Johnson County Planning and Zoning will not issue any permit for the property unless the Unrue’s have a letter from New Whiteland approving the hook on of the Unrue’s sanitary sewer to Liberty Tabernacle’s force main. Attorney Robbins summarizes the grinder pump / force main scenario. Discussion follows on reserving capacity for future growth in New Whiteland. President Perrin asks Mr. Unrue to contact Indiana American and get documentation stating that they will connect the water and set a meter, that Indiana American will read and electronically transfer the meter reading to us monthly and that any costs incurred for the data transfer will be included in the Unrue’s bill not invoiced to New Whiteland. Mr. Unrue will contact Indiana American and bring this documentation along with the letter from Liberty Tabernacle back when he has everything that has been requested. Town Manager Spencer states that if approval is given the town needs to reserve the right to specify the materials used for the hook on and to be allowed to inspect the work before it is covered up. Attorney Robbins states that the manhole, grinder pump and force main do not belong to New Whiteland. By approving this hook on the town does not assume any liability or responsibility if there are backups or issues on either property at any time in the future. This item will be placed on the April 21st agenda.

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SCBA Gear Replacement

Fire Chief Wilson thanks the council members that attended the Fire Department tour and presentation. Wilson states that the SCBA equipment will be outdated as off 2018. Wilson is trying to be proactive as this will be a major expense. Wilson is recommending replacing the current equipment with MSA G1 air packs and related equipment. To replace everything the department has will cost $99,000.00. The equipment cannot be “phased in” because the new equipment is not interchangeable with the old, outdated equipment. The quote does include connections that will allow the department to use the existing filling station they already own to service and refill the new air packs. The new equipment comes with a 15 year warranty on everything, including electronics, except for the straps on the helmets, the harness straps and the lenses on the masks. Things that are damaged due to not being properly cared for or maintained would not be covered by the warranty. The quote also included training for 2 firefighters on how to maintain the equipment and do minor repairs. Chief Wilson states that the replacement cost of the new masks is $200 versus our current equipment cost for a replacement mask being $1,100. Councilman Rogier asks if there are grants available for this equipment. Chief Wilson states that grants are available for fire prevention but not equipment. Our current equipment was purchased with a grant 15 years ago and Wilson doubts that we would qualify a second time even if a grant were available. Councilman Schilawski asks if 5 Alarm would help us sell our old gear. Jeremy Ware with 5 Alarm states that they would purchase our old gear and then resell it. That would pass any liability on to them and away from the town. He estimates a $5,000 value to the old equipment if it were replaced now.

President Perrin asks Ware to estimates the price increase if we wait 3 years to replace the equipment. Ware states they have seen about a 3% annual increase over each of the last few years. He estimates an increase of approximately $10,000 plus the loss of the $5,000 buyout and the cost of any repairs to the existing equipment that is not under warranty over the next 3 years. Chief Wilson adds that he has $1,100 budgeted for flow testing the equipment this year which he would not have to spend if the purchase is approved. He would also be able to save that amount next year as the first year flow testing is included in the quote.

Councilman Rogier asks if the equipment uses rechargeable batteries. Ware states that it can but he recommends using C cell batteries. Each unit takes 6 batteries. He adds that Duracell has a battery grant for firefighters. President Perrin asks what will happen if in 5 years the standards change again. Will we be forced to upgrade or replace this equipment? Ware notes that Indiana is not an NFPA state we would not be mandated to make any changes until the 15 year certification expires.

Police Vehicles

Clerk-Treasurer Alspach reports that repairs on the police cars have been higher than expected. There are over $2,500 in repair costs on 2 vehicles on tonight’s docket. After speaking with Marshal Stephenson she has been trying to find a way to help speed up the replacement of vehicles process. We have three (3) 2008 Ford Crown Victoria’s which are having multiple maintenance issues. Clerk-Treasurer Alspach presents a proposal to purchase the SCBA gear, purchase one (1) new police car and pay off the loan for the three (3) 2012 Dodge Chargers and build the pole barn that has been discussed for the last 5 years at the Wastewater Treatment Plant. By paying off the police car loan early we could order new cars this fall with loan payments scheduled to begin in January 2016 with the new budget. Funding for most of these projects would be recouped through the sale of the two vacated buildings.

Attorney Robbins states each of these purchases requires attempts to get three (3) bids from 3 different vendors. Councilman Rogier requests that the Police Department submit bids on both a Dodge Charger and Ford Taurus. Councilman Rogier moves to approve beginning the bid process on all discussed items and is seconded by Councilman Alspach. **Vote 4 affirmative.** Bids are to be submitted to the Clerk-Treasurer’s office before the April 21st council meeting.

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IDEM Update

Town Manager Spencer states that a leak from an old fuel oil tank located at the plant was discovered on March 23rd. New Whiteland Public Work employees, the New Whiteland Fire Department,

Greenwood Fire Department Haz Mat Team and IDEM all worked together coordinating the clean up efforts. Patriot Engineering was hired to take soil samples. The results are in and have been submitted to IDEM. We are currently waiting on their direction on what, if anything, else needs to be done. Spencer praises all involved in dealing with this incident.

Old Recording Equipment

Clerk-Treasurer Alspach thanks George Walters with Skyline Communications for installing new recording equipment in the meeting room. Alspach requests that the old recorder be declared surplus and be offered to the Town of Morgantown or another municipality that may be in need of it. Councilman Rogier moved to declare the dual cassette recorder surplus and offer it to Morgantown. Councilman Alspach seconds the motion. **Vote 4 affirmative.**

Flooding Issues

Councilman Schilawski asks what he should tell his constituents about the flooding issues they are experiencing due to people filling in drainage easements/swales or building in them. Attorney Robbins states that the town has no authority or responsibility over those matters. If there is a Homeowner’s Association they may be able to file a complaint with them. If not they need to check their covenants and/or plat. If a drainage easement has been blocked or altered their property has been “damaged” and they can bring a civil suit against the other property owner(s). Best resolution is for all of the affected property owners to get together and work out a solution like trenching and putting a pipe in below ground to carry water to a storm sewer. Homeowners would have to have locates done on all utilities before taking any action and would have to have work inspected by public works employees before tying into our storm water collection system.

**LEGISLATIVE BUSINESS**

Ordinance 2015-03

Clerk-Treasurer Alspach reads and explains the transfer ordinance on first reading. Motion to adopt by Councilman Alspach with second by Councilman Rogier. **Vote 4 affirmative.** This item will be placed on the April 21st agenda.

Resolution 2015-02

Attorney Robbins presents the resolution amending the Employee Handbook regarding Vacation and Sick Leave. Police Officers will receive 4 additional hours of vacation and sick leave can be accumulated to a maximum of 240 hours rather than 120 hours. Both vacation and sick leave may be taken in single hour increments with Department Head approval. The change is effective as on January 1, 2015. Councilman Rogier moves to approve Resolution 2015-02 and is seconded by Councilman Schilawski. **Vote 4 affirmative.**

Attorney Robbins has also prepared a Personnel Bulletin outlining these revisions for Town Manager Spencer’s signature. Spencer will distribute this Bulletin to every employee.

Utility Transfer Memo

Clerk-Treasurer Alspach presents a transfer memo for the Wastewater Utility and explains. Councilman Rogier moves to approve the transfers and is seconded by Councilman Alspach. **Vote 4 affirmative.**

**OPEN TO THE PUBLIC**

None.

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President Perrin asks if Clerk-Treasurer Alspach is planning to attend the Clerk-Treasurer school in May. Alspach states that she plans to attend the budget classes but with only a one person office it is hard to be out of the office both days. Perrin requests that she attend both days and Alspach states that she will send in the required registration.

Being no further business the meeting was adjourned at 7:55 p.m.

Respectfully submitted,

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Maribeth Alspach, Clerk-Treasurer

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

 John Perrin, Council President