**NEW WHITELAND TOWN COUNCIL**

**May 1, 2018**

**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, Frank Vaughn, Mike Rogier and Scott Alspach. 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 17th meeting and is seconded by Councilman Rogier. **Vote 5 affirmative.**

**HARDSHIPS / ADJUSTMENTS**

None.

**TREASURER’S REPORT**

Clerk-Treasurer Alspach presents copies of the May 1st Fund Report and Docket for ratification and/or approval. Councilman Vaughn moves to approve and ratify both reports and is seconded by Councilman Alspach. **Vote 5 affirmative.**

**US 31 MEDIAN MAINTENANCE**

Council President Perrin commends PW employee Dwayne Dykes for the work he did on the median. Perrin states he is tired of our town looking so unkempt due to State Highway failing to maintain the median and the easements. Perrin states that Dwayne Dykes hand picked up all of the trash and litter in the median prior to mowing it. Perrin directs Utility Supt. Gillock to pass the council’s appreciation along to Dykes.

**JOHNSON COUNTY LIBRARY 2017 YEAR IN REVIEW**

Lisa Lintner, Johnson County Public Library Director and Davin Kolderup, Clark Pleasant Branch Manager are present. Ms. Lintner distributes copies of their brochure and reviews some of the highlights of 2017. Mr. Kolderup shares information about things other than just books that are available at our library; things like ukuleles, board games, enchroma (color blind correction) glasses, experience passes and bird watching backpacks. They have several programs, activities and events planned for this year which can all be found on their website.

**NEW WHITELAND PARKS DEMOGRAPHICS STUDY**

Councilman Schilawski introduces Franklin College Professor Dan Callon who partnered with New Whiteland to help gather data for our upcoming parks rehabilitation and improvement plans. Dr. Callon explains that the students that will be making tonight’s presentation are part of one of his statistics classes. As their final project for the year, students are paired with local not for profits or businesses as statistical consultants to put into practice what they have learned. This provides real life experience for the students and is a great asset to the community partner as the research is not billed.

Brad Bonomini, Maria Torres and Cameron Cary were assigned to our project and are with us to present their findings and recommendations. Data collected included which parks were visited most often, which parks were closest to the homes of the people who completed the surveys, reasons people visit the various parks and what they would most like to see added to the various parks. Playground equipment, walking paths, splash pads, benches and security were the most common wish list items. Council thanks the students and Franklin College for partnering with us and providing this much needed information.

**JOHNSON COUNTY TOURISM**

Kenneth Kosky, Director of Johnson County Tourism introduces himself and distributes the Johnson County Festival Country Activities Guide. Kosky shares information about small grants that might be available for some of the amenity improvements we are considering.

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**OLD BUSINESS**

Employee Handbook Revisions

Attorney Robbins addresses the proposed changes to the employee handbook.

* He explains that the change on page 4 is merely to clarify that the employee definitions listed there apply to the employee handbook only.
* Changes to Reserve Days – an officer will not earn Reserve Days until they have completed the Indiana Law Enforcement Academy and been fully trained and released by their Field Training Officer. Any Earned and unused Reserve Days will be paid out on the officer’s final paycheck. Reserve Days may not be used during the final 2 weeks of employment.
* Changes to Floating Holidays – new employees will receive 2 Floating Holidays after 6 months of employment and 2 additional Floating Holidays on their 1 year anniversary date. Every January 1st, after completing a full year of employment all full time employees will earn 4 Floating Holidays. Floating Holidays can be taken in 1 hour increments.
* Changes to Vacation time – vacation time may only be used in half or full days not in 1 hour increments.
* Changes to Perfect Attendance Days – beginning on January 1, 2019 employees will be able to earn up to 2 Perfect Attendance Days per year. The first will be earned on June 30th if the employee does not use any sick leave from January 1st until June 30th. The second Perfect Attendance Day would be earned on December 31st if the employee did not use sick leave from July 1st through December 31st. An employee will not be able to accrue more than 2 Perfect Attendance Days after June 30, 2019. Perfect Attendance Days must be used within 1 year of the date earned or they will be forfeited. Perfect Attendance Days must be used in full or half day increments.
* Sick leave may still be used in 1 hour increments.

After some discussion these revisions are preliminarily approved. Attorney Robbins will email 2 proposed revisions to the Social Media Policy to all council members. That item will be placed on the June 5th agenda.

Wessler Engineers On-Call Proposal

Brad Robertson of Wessler Engineers is present to answer any question regarding the proposed not to exceed on-call contract for $15,000.00. This would be for testing and monitoring flow within our sanitary sewers to identify Infiltration & Inflow and recommend solutions to correct the Infiltration & Inflow. Utility Supt. Gillock will designate the areas he wants tested and Wessler will prepare task orders with estimated costs for each project prior to doing any work. Any money left unspent at the end of the year remains the towns. Councilman Vaughn moves to approve the On-Call contract and is seconded by Councilman Rogier. **Vote 5 affirmative.** Council President Perrin asks that Supt. Gillock keep the council apprised monthly on the remaining balance on the contract.

WWTP / PW Status Report

Utility Supt. Gillock states that he is still waiting on the 2 pumps and that they are still working on the design for the Wastewater Improvements Project.

They have received 3 bids for the Total Patcher:

 Cliff Dickey $25,000.00

 Seal Master $15,000.00

 STEP $15,000.00

Gillock states the quote for the Hot Box was $30,000.00 and the money from the sale of the Total Patcher would help cover that cost. Councilman Vaughn moves to approve selling the Total Patcher back to Cliff Dickey for $25,000.00 and is seconded by Councilman Schilawski. **Vote 5 affirmative.**

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Gillock states they received 4 quotes for the new shelter house:

 CRC Properties $23,291.00

 Eric Stegerman $42,700.00
 B & C Construction $33,000.00

 Rick Campbell $30,700.00

Gillock states the quote from CRC includes a different style metal roof. Council wants the metal to be at minimum 24 gauge. Councilman Schilawski moves to accept the bid from CRC and is seconded by Councilman Vaughn. Councilman Alspach states that CRC Properties is owned by his brother and that he needs to disclose that information before a vote is taken. **Vote 5 affirmative.** Attorney Robbins will prepare the required conflict of interest paperwork. Gillock will contact CRC Properties for a Change Order for the 24 gauge metal roof. Councilman Rogier requests a quote for a lightning rod for the new shelter house.

Milestone

Attorney Robbins presents a letter from Milestone requesting that the work not begin until the 1st of June when school is out for the summer. They are also letting the town know that they believe with the amount of work they will be doing they will need to request some additional time to complete the work. Robbins is waiting for a call back from Kevin Conwell to define a proposed time schedule.

One Stop Auto

Attorney Robbins states the court issued a $900.00 judgement against One Stop Auto. Robbins began collection proceedings last week and received full payment today. The check is being forwarded to the town. Councilman Alspach states there are as many or more vehicles being stored on the property now. Robbins states that is in direct violation of the court order and should be followed up on.

Party in the Park

Clerk-Treasurer Alspach shares the proposed Parade and Booth Rental forms for council approval. Council approves both forms and states there will be no fees collected for participation in the event. Alspach shares an updated list of participants and scheduled events.

WWII Memorial Dedication Ceremony

Clerk-Treasurer Alspach states that a meeting was held on Sunday and reports the committee recommendations. CPCSC is helping with transportation and with a thank-you letter writing campaign. Councilman Vaughn will approach the VFW for a color guard and the Patriot Guard for a flag line. He will also confirm our speakers. The committee is recommending an informational sign explaining the mission of the USS Indianapolis to be installed by the new memorial. Council approves.

Well House

Attorney Robbins recommends that the town offer a Quick Claim Deed to CPCSC for the well house. This would transfer any rights or interest the town has in that property to the school corporation. Council approves and directs Attorney Robbins to proceed.

Evaluations

Councilman Alspach presents copies of the fillable PDF evaluation form for council approval. Council thanks Alspach for doing this and approves the form. Councilman Alspach will send them out to the department heads.

Presentation Screen

Councilman Alspach recommends purchasing some type of screen for the council room for presentations like were made this evening. After some discussion, the council directs Supt Gillock to purchase a 60 – 65” smart TV to be mounted on the west wall.

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Councilman Rogier leaves at 7:30 p.m.

**NEW BUSINESS**

Potential Development Interest

Supt. Gillock states that a representative of Arbor Homes met with himself, Tim Guyer and Cindy Yates last week. They are interested in developing the property off 75 W but want to reduce the lot sizes. Gillock states they would like to come to a council meeting. Attorney Robbins states they need to follow procedure and any requests need to be made to the Plan Commission not the Council. The Plan Commission would send a recommendation to the Council once a proposed plan has been submitted.

**LEGISLATIVE BUSINESS**

Ordinance 2018-10

Attorney Robbins presents and explains the ordinance establishing the Local Road and Bridge Matching Grant Fund on first reading. Councilman Vaughn moves to adopt the ordinance on first reading and is seconded by Councilman Alspach. **Vote 4 affirmative.** This item will be placed on the May 15th docket for final consideration.

**OPEN TO THE PUBLIC**

None.

Being no further business the meeting was adjourned at 7:47 p.m.

Respectfully submitted,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Maribeth Alspach, Clerk-Treasurer

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

 John Perrin, Council President