

NEW WHITELAND TOWN COUNCIL

MAY 4, 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, Chad Waltz, John Purdie and Dennis Combs. Also present were Attorney Lee Robbins and Clerk-Treasurer Maribeth Alspach. Councilman John Schilawski was absent. Councilman Perrin offered the opening prayer.

MINUTES

Councilman Combs moves to approve the minutes of the April 6th meeting and is seconded by Councilman Purdie. **Vote 4 affirmative.**

TREASURER'S REPORT

Clerk-Treasurer Alspach presents copies of the Fund Report and Docket for May 4th for approval. Councilman Combs moves to approve and ratify both reports and is seconded by Councilman Waltz. **Vote 4 affirmative.**

ACCESS JOHNSON COUNTY PRESENTATION

Becky Allen, Transportation Director, made a brief presentation. This not-for-profit started in 1995 after transportation was designated as an unmet need in Johnson County. They began receiving State funding in 1999; they are a demand/response system and are affiliated with Gateway Services and service the area from Stop 11 to the Edinburgh Outlet Mall from 6:15 a.m. until 7:30 p.m. In 2007 they started scheduling the buses for veteran's services. Every federal dollar they receive can be matched with a state dollar and a local dollar; they have 33 employees and a fleet of 18 vehicles. They no longer require CDL licenses and are always looking for drivers. Access is asking if we would be one of several cities/towns to have a budget line item for their organization; they would use that money to match federal dollars. The requested amount for 2023 is \$2,189.00. Councilman Perrin asks if ridership is picking back up post pandemic. Ms. Allen states they provided 4,800 rides in April of this year.

OLD BUSINESS

Kleinpeter Consulting Group

Mike Kleinpeter is President of and owns a grant administration firm based out of Greenwood, IN serving Indiana and Kentucky since 2014. He has 10 employees many with multiple years of experience working on OCRA projects and SRF labor standards; he has worked in 60 municipalities. OCRA has two (2) programs: they have planning grants, construction grants and grants for comprehensive planning. Mr. Kleinpeter presented various grant options that would fit the needs of our community; a town can have 2 open grants at a time but must have awarded a contract for the 1st grant before signing the next grant; the projects must impact residents (not commercial) and can include improvements to public facilities. Kleinpeter shared the costs involved:

- an income survey is needed, which is \$2500 (good for 4 years)
- an engineer needs to put together 3 alternatives and the cost of each one
- an environmental review (90-day timeframe) \$5,000; this cost counts towards the local match
- Labor standards \$5,000
- Kleinpeter gets 8% which the industry has determined is "fair & reasonable"; he would only get that portion IF we are awarded the grant; if we are NOT awarded the grant – he does not get paid

- might be acquisition expenses preparing easements
- admin costs for advertising (2 public hearings)

Town Attorney Lee Robbins notes that the fees are set by OCRA; they're getting what any other grant administrator would receive; some do a better job than others; he adds that we're not price-shopping, we're looking for who will be the best grant-writer; Clerk-Treasurer Alspach notes that we've received some smaller grants but not the bigger grants; a lot of them we haven't qualified for. Councilman Perrin points out that even if we have to pay Kleinpeter 8%, this is still a way to fund projects without having to dip into our taxpayer's pockets. Utility Superintendent Gillock described several projects that are needed in our Town and Clerk-Treasurer Alspach adds that we can use the ARPA money for the match which would allow us to do more projects with less financial impact on our residents.

2022 Road Repairs Contract

Public Works Superintendent Duane McCauslin shares that we were awarded a Community Crossing Grant this year in the amount of \$522,750; that will be used for reconstructing sections of Windemere and Winthrop and resurfacing Edgewood; 75% of the cost will be paid for out of grant money; the Edgewood portion of the project (\$12,000) will be funded 100% by the town to make the project more seamless at that location. Town Attorney Robbins states that when McCauslin had applied for the grant it was for 3 projects; we were awarded for 1 of those 3 projects so we have to scale back the scope of the work that we would have done; tonight we have a resolution which is a template from INDOT which authorizes the Town to enter into the agreement; we will come up with 25% as our match; it also authorizes Councilman Perrin to execute it and any other documents needed; Resolution 2022-01 does everything just described; Motion to adopt Resolution 2022-01 by Councilman Waltz and 2nd by Councilman Purdie; **Vote 4 affirmative**. Attorney Robbins presents the final contract with All Star Paving as amended for approval. Motion by Councilman Purdie and 2nd by Councilman Waltz; **Vote 4 affirmative**.

UV System Proposals

Utility Superintendent Gillock presents; he states that his project was scaled back after previous discussion and review; dropped off the building addition and the new maintenance garage; just for the UV system at this point; using the ARPA funds; Gillock presents 3 proposals; GRW – 47,900; Wessler – 42,300; HWC – 57,500. Our current UV system is rated for 2 mil as the max peak flow; this new system would give us an upgrade to peak flow of 4 mil; this would allow for future growth if we have to increase capacity; current UV system estimated to be 12-14 years old; has minor issues, parts are getting hard to find, starting to discontinue parts; originally budgeted this project for 2022 but recommends using the ARPA funds instead. Gillock has secured cost information; a 4-mil peak flow Trojan UV system is estimated at \$148,000 with installation costs an additional \$124,000. Supt. Gillock would like to have this done before the 2023 disinfection season (April 1-October 31); need to get started to make it for that timeline; GRW is doing the reporting for ARP funding so if we go with them will be less hassle to coordinate between 2 different firms. UPDATE: GRW offers to drop their price to 44,000 (via text). Councilman Purdie moves to contract with GRW in the amount of \$44,000 and authorize John Perrin to execute any documents and move forward with the project Councilman Waltz seconds the motion. **Vote 4 affirmative**.

Community Cleanup Day

Clerk-Treasurer Alspach reminds council we need them to help with this event. Council President Perrin will go to Strouse and make sure we're good to go; Utility Superintendent Gillock will reach out to the recycling company.

Bulletproof Vests

Clerk-Treasurer Alspach reminds the council about the purchasing policy for anything over \$5000; the police department has to repurchase bulletproof vests every 5 years (that's their life expectancy); the total is just under \$9000; she asks the Council to approve the purchase of 11 new bulletproof vests; Motion to approve by Councilman Waltz and 2nd by Councilman Combs; **Vote 4 affirmative.**

Ratify Lift Station Emergency Repair

This emergency repair work was approved via email but needs to be ratified for the record. Motion by Councilman Purdie and 2nd by Councilman Combs to approve the expenditure. **Vote 4 affirmative.**

NEW BUSINESS

Casualty & Liability Insurance Renewals

Clerk-Treasurer Alspach presents comparison proposals for our Casualty and Liability insurance renewal that is due in July 1st. There are 2 quotes: Green Owens & Trident; Clerk-Treasurer Alspach refers to 2 summary sheets where she's highlighted several differences; the 2 biggest differences are having to do with flood plain coverages and the cyber coverages; Clerk-Treasurer Alspach recommends that council go over the 2 proposals over the next few weeks and a decision be made at the next council meeting in June. Council wants a narrative from both agents on their proposed cyber coverage. Council also asks that our current agent compile a comparison document for the council on the EMC proposal as well as the Trident proposal.

Renewal for FCC Radio License

Public Works Superintendent Duane McCauslin presents – we still have an AM radio station; it has not been updated in the last 5 years; it's antiquated; the license at FCC is good for 10 years and is a minimal charge of \$110 to renew; he's bringing this to the Council to see if it's something we even want to keep; if we don't want to keep it there's nothing we need to do; Council President Perrin says if it's not being used let's not spend the money on it; Council agrees.

Permitted Use Schedule Revision

Town Attorney Lee Robbins presents – he refers to a resolution from the Planning Commission; it was discovered when the library contacted us with a potential buyer for their vacated building. The interested party would like to convert the building to a church; in the due diligence it was discovered that a church is not listed as a permitted use anywhere in the Town of New Whiteland resulting from an accidental deletion during the compilation process. Attorney Lee Robbins explains the purpose of the Planning Commission – to make recommendations to the Council to either adopt, reject, or having no conclusion and then it is the Town Council's duty to consider their recommendation and make a decision for the Town; ordinances are adopted by the Town Council; the Planning Commission held a public

hearing, considered a revised schedule of uses; with a recommendation that the Town Council should approve it to adopt it so churches are a permitted use in New Whiteland; Town Attorney Lee Robbins refers to Ordinance 2022-04 with table of uses; would strike the current list of uses and adopt this one; zoning ordinance only has to be adopted on 1 reading; Motion by Councilman Combs to adopt Ordinance 2022-04 and 2nd by Councilman Purdie; **Vote 4 affirmative.**

Town Attorney Lee Robbins also discovered a parking requirement issue and states there will be a Planning Commission meeting at the end of May with the same process – to incorporate a specific number of parking spaces; he suggests there be 1 space required for every 3 seats in the main congregational room of a church; Greenwood's is 50% (1 to 2); Whiteland is 1 to 5; 1 to 3 is sort of an average and most common; the Planning Commission will consider this matter and forward their recommendation to the council at the June meeting.

Plan Commission Appointment

Clerk-Treasurer Alspach refers to a letter from Jeff Weaver; his term expired; he would like to be reappointed; we still need 3 others; Motion by Councilman Combs to reappoint Jeff Weaver to the Planning Commission and 2nd by Councilman Waltz; **Vote 4 affirmative.**

Employee Bond

Clerk-Treasurer Alspach states that the Town employees handling money in the office are all bonded; a bond is needed for the new part-time Bookkeeper, in the amount of \$25,000; she is asking the Council to approve and sign off on it; Motion by Councilman Waltz to approve the bond with 2nd by Councilman Purdie; **Vote 4 affirmative.**

LEGISLATIVE BUSINESS

Ordinance 2022-04

Approved under Permitted Use Schedule Revision

Ordinance 2022-05

Town Attorney Lee Robbins reads and explains the amendment to our small purchasing policy. The Town has a small purchasing policy which defines any purchase of \$5,000 or more as a "small purchase" and those purchases can be made as deemed necessary by the department head. Council encourages department heads to obtain three (3) quotes for these purchases. Larger purchases also require three (3) quotes and council approval. Preference is allowed for certain vendors that meet certain descriptions listed in the policy. Due to inflation, many items have increased in cost. Many of the items purchased by Public Works Superintendent Duane McCauslin and Utility Superintendent Gillock exceed the \$5,000 threshold; it is being suggested to raise their threshold from \$5000 to \$7500 so they can make purchases at their discretion; also considering changing their purchasing authority for emergency situations to \$25,000; all councilmembers would need to be contacted as soon as possible and this expenditure would need to be ratified at the next meeting. After much discussion Attorney Robbins advises that the council could move to adopt the ordinance on first reading and change the amounts on the purchasing authority in either category prior to final approval. Councilman Purdie moves to approve Ordinance 2022-05 on first reading and is seconded by Councilman Combs; **Vote 4 affirmative.** This item will be placed on the June 1st agenda.

Ordinance 2022-06
Transfer Ordinance

Clerk-Treasurer Alspach reads and explains the transfer ordinance. Motion to approve ordinance 2022-06 on first reading by Councilman Waltz with second by Councilman Purdie. **Vote 4 affirmative.** This item will be placed on the June 1st agenda.

Resolution 2022-01
Approved under Permitted Use Schedule Revision

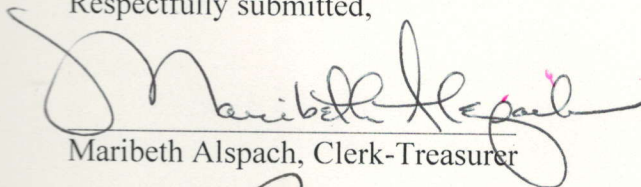
OPEN TO THE PUBLIC

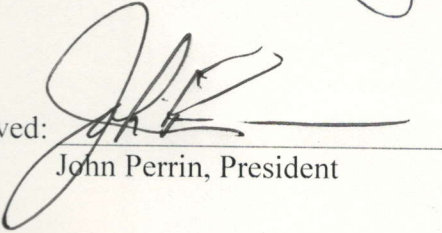
Gina Latrell, 829 Westview Drive; Gina explains that she has had ongoing issues with a neighbor who has a lot of code violations in their yard; the police used to take care of it and the neighbors would clean things up; she contacted the compliance officer in November 2021; it was going great in the beginning; she contacted the office again in the beginning of March and it appears nothing has changed with this property (824 Westview Drive); there are several vehicles on the street without tags that appear to be abandoned; trash cans aren't being brought up and are blocking the sidewalks which make it difficult to go on walks and causing trash to blow around the neighborhood; this is a problem on Northlane as well; she is coming to the council to see if anything can be done; Council President John Perrin says he will talk to the compliance officer personally tomorrow to see what can be done.

Dee Appleton, 103 Sawmill; representing Mark Clark owner of Tracy Plaza. Clark is interested in hosting events in the parking lots on the weekends and wants to know what permits or permissions are required. Events being considered include a farmers' market, 4th of July festival, a movie night in the summer with a big screen, an event during the Christmas tree lighting, etc.; Town Attorney Lee Robbins says that the farmer's market would be a special exception use within the zoning classification. This would require approval by the BZA –a special exception is a use that is allowed but subject to review to address specific issues anticipated with that use. Attorney Robbins directs her to the Planning and Zoning office for a special exception packet.

Being no further business, the meeting was adjourned at 7:01 p.m.

Respectfully submitted,


Maribeth Alspach, Clerk-Treasurer

Approved: 
John Perrin, President