

NEW WHITELAND TOWN COUNCIL

May 5, 2020
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 Mike Rogier, Scott Alspach, John Schilawski, Frank Vaughn and John Perrin. Also present were Attorney Lee Robbins and Clerk-Treasurer Maribeth Alspach. Councilman Vaughn offered the opening prayer.

MINUTES

Councilman Schilawski moves to approve the minutes of the April 21st meeting and is seconded by Councilman Rogier. **Vote 5 affirmative.**

HARDSHIPS / ADJUSTMENTS

None.

OPEN TO THE PUBLIC

Dennis Combs, 1006 Warwick asks for clarification on the CCD Rate. Attorney Robbins explains that we have a \$0.05 rate for Cum Capital Development that has been in place for several years. The rate is re-established annually so that the new assessed value amounts are used to calculate the revenue the town will receive. It is not a new tax.

TREASURER'S REPORT

Clerk-Treasurer Alspach presents copies of the Fund Report and Docket for approval for May 5th. Councilman Alspach moves to approve and ratify all reports and is seconded by Councilman Vaughn. **Vote 5 affirmative.**

OLD BUSINESS

Fire Engine

Clerk-Treasurer Alspach states the engine is in Florence, Kentucky and should be delivered within a couple of weeks. Alspach has requested loan quotes from 3 local banks as well as the Indiana Bond Bank's Help Loan Program. Only one has responded; Citizen's Bank is offering a 10-year term at 3.625 % interest or a 7-year term with an interest rate of 3.125%. We will be putting \$150,000 down (\$50,000 from Cum Fire and \$100,000 from Cumulative Capital Development Fund) and financing the balance. Alspach is comfortable with the semi-annual payments on the 10-year term. Payment is due on delivery so she asks for permission to begin the application process with Citizen's Bank unless a better rate proposal comes in this week. Financial consultant Steve Brock is asked if the 3.625% interest rate is reasonable and he states that it is a good rate. Council asks if there is a pre-payoff penalty. Alspach will check with Citizens. Council approves the down payment and to finance with Citizens Bank.

Storm Water Availability Fee Proposal

Steve Brock explains the availability fee and that it will only apply to new construction – new homes or commercial buildings. It does not apply to existing customers or homes. This is a fee charged to new connections to our waste water system which is a “buy in” to the system that is available to them because previous customers have paid to build and maintain it. This figure was calculated by taking the value of the Wastewater Treatment Plant less any outstanding debt divided by capacity. The proposed rate is \$1,140 for sewer and \$303 for storm water per new home. This fee would be in addition to our connection / hook -on fees if we physically install and make the connections to our system. If the builder, developer or

property owner is making the connection they will not be charged the connection fee. Mr. Brock states these rates are very reasonable compared to other municipalities. All connections will be charged an inspection fee of \$75 per inspection. That is for new construction or for lateral replacements. If the inspection has to be repeated it will be an additional \$75 fee. Inspections are \$75 every time one is scheduled and must be paid for prior to the inspection being performed.

President Perrin questions why, if our existing fees are lower than other municipalities are charging, we are considering lowering them more. Attorney Robbins states the council needs to adopt the justifiable maximum availability fee and Mr. Brock needs to look at what is fair and reasonable for inspection fees. Brock will review his calculations and send a revised proposal for non-recurring fees and charges for both utilities within a couple of days for review. Once the review is complete and the final draft is ready, we will advertise for a public hearing on June 5th to consider adopting the new fee schedule.

Steve Brock notes he is still working on the rate study but is unable to complete it until the bids come in for the storm water project. That should happen in mid-June. Brock states although it was suggested that we adopt a 2-step rate increase he felt the council would be more comfortable with a single increase rather than two increases within a 12-month period. Once the bids are opened, we should hopefully qualify for funding in July and close our loan in August.

Wastewater SRF Project

Utility Supt. Gillock shares an email that he received from Mark Sullivan. Matt had requested quotes for some additional work at the plant to spend the remaining contingency funds from our Wastewater SRF project. Work that would be done includes adding a pressure switch to the non-potable water system, installing a level sensor in the digester building, adding two (2) actuator valves for the splitter box, installing a drain in the sludge building and sidewalk repairs. If the council approves this work it will need to be submitted to SRF for approval. Councilman Vaughn moves to accept and submit the proposal to SRF and is seconded by Councilman Alspach. **Vote 5 affirmative.** Gillock will have Mark Sullivan prepare the necessary paperwork.

Wessler Capacity Study

Wessler's report indicates that our plant capacity will increase to as much as 1,200,000 gallons without any additional upgrades as a result of recent upgrades and repairs along with a possible miscalculation of capacity when the plant design was originally submitted. Gillock is recommending that when our existing permit expires, we apply for a 1,000,000-gallon permit instead of the 750,000 gallon one we currently have. We would be required to test for phosphorous within three (3) years if the increased capacity permit is approved. Gillock believes that requirement will happen at some point regardless of our capacity.

NEW BUSINESS

COVID-19 Updates

Clerk-Treasurer Alspach shared an email with the council that she received from the Johnson County Health Department on procedure for how to handle a potential exposure. Council adopts the recommendation that the employee remain off work until May 13th and self-quarantine. Discussion on reopening the offices is tabled until the May 19th meeting.

Council directs Clerk-Treasurer Alspach to purchase no touch thermometers for each department.

LEGISLATIVE BUSINESS

Ordinance 2020-07

Attorney Robbins explains the ordinance designating Citizens Bank as our main depository. Councilman Alspach moves to approve the ordinance on first reading and is seconded by Councilman Vaughn. **Vote 5 affirmative.**

Councilman Alspach moves to suspend the rules and consider the ordinance on final reading. Councilman Vaughn seconds the motion. **Vote 5 affirmative.**

Council President Perrin presents the ordinance in title only on final reading. Councilman Schilawski moves to approve the ordinance on final reading and is seconded by Councilman Rogier. **Vote 5 affirmative.**

Ordinance 2020-08

Clerk-Treasurer Alspach presents the ordinance that will amend the 2020 salary ordinance. She explains that the salary ordinance amendment approved on April 21st reflected maximum bi-weekly pay amounts based on a 26-pay period year. 2020 has 27 pay periods so the amounts have been corrected. Councilman Schilawski moves to approve the ordinance on first reading and is seconded by Councilman Rogier. **Vote 5 affirmative.**

Councilman Rogier moves to suspend the rules and consider the ordinance on final reading. Councilman Schilawski seconds the motion. **Vote 5 affirmative.**

Council President Perrin presents the ordinance in title only on final reading. Councilman Rogier moves to approve the ordinance on final reading and is seconded by Councilman Schilawski. **Vote 5 affirmative.**

Ordinance 2020-09

Clerk-Treasurer Alspach presents the ordinance declaring certain items surplus and allowing for disposal. The Whiteland Police Department is asking to be allowed to purchase the used vest for \$450.00. Councilman Alspach moves to approve the ordinance on first reading and is seconded by Councilman Vaughn. **Vote 5 affirmative.**

Councilman Vaughn moves to suspend the rules and consider the ordinance on final reading. Councilman Alspach seconds the motion due to their need for the vest. **Vote 5 affirmative.**

Council President Perrin presents the ordinance in title only on final reading. Councilman Vaughn moves to approve the ordinance on final reading and is seconded by Councilman Alspach. **Vote 5 affirmative.** Council approves the sale of the used vest.

Resolution 2020-02

Clerk-Treasurer Alspach presents the resolution to reduce the town administration budget by \$50,000 as discussed in the last meeting. Councilman Rogier moves to approve the resolution and is seconded by Councilman Schilawski. There are no questions or comments. **Vote 5 affirmative.**

Resolution 2020-03

Clerk-Treasurer Alspach presents the resolution for an additional appropriation and explains that this will move the \$50,000 from Town Administration to the police department and will

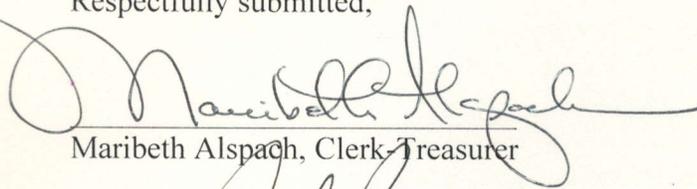
not increase the 2020 budget. Councilman Vaughn moves to approve the resolution and is seconded by Councilman Alspach. There are no questions or comments. **Vote 5 affirmative.**

Resolution 2020-04

Attorney Robbins presents the resolution approving the Town's participation in the INDOT Community Crossing Matching Grant Program and authorizing the council president to sign all related documents. Councilman Rogier moves to approve the resolution and is seconded by Councilman Schilawski. There are no questions or comments. **Vote 5 affirmative.**

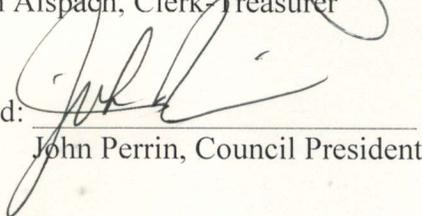
Being no further business, the meeting was adjourned at 6:45 p.m.

Respectfully submitted,



Maribeth Alspach, Clerk-Treasurer

Approved:



John Perrin, Council President