**NEW WHITELAND TOWN COUNCIL**

**July 17, 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 Schilawski, John Perrin, Frank Vaughn and Scott Alspach. Also present were Clerk-Treasurer Maribeth Alspach and Attorney Lee Robbins. Councilman Schilawski offered the opening prayer. Councilman Mike Rogier was absent.

**MINUTES**

Councilman Schilawski moves to approve the minutes of the June 19th meetings and is seconded by Councilman Alspach. **Vote 4 affirmative.**

**HARDSHIPS / ADJUSTMENTS**

N. Spiegel, 9 Greenbriar had an issue with a toilet and presents documentation of the repair. Council approves a one-month sewer adjustment of $114.45 and authorizes an additional adjustment if necessary on the August bill.

**TREASURER’S REPORT**

Clerk-Treasurer Alspach presents copies of the July 3rd and July 17th Fund Report and Docket for ratification and/or approval. Councilman Alspach moves to approve and ratify both reports and is seconded by Councilman Vaughn. **Vote 4 affirmative.**

**NEW BUSINESS**

Security Cameras

Corey Passmore and Blake Hunter of Wright PC are present to present proposals for computer upgrades for all departments, new computers and a new server for the Town Hall and Utility offices, Firewalls and Malware software for all departments and security cameras for Proctor Park, East Park, The Fire Department, the Wastewater Treatment Plant and the Town Hall.

The majority of the cameras had previously been approved with payment being authorized from the Rainy Day fund. The new server and computers along with all of the licenses, anti-virus software and firewalls would be paid for out of Town Administration and Sanitation. Several of our computers have been inundated with spam emails and we would like to make all of our computers and data as secure as possible. Council President Perrin feels the computer issues are the highest priority, he asks if the proposals are approved how long until the work could be completed. Passmore states they will need to order the equipment but it should be finished within 3 weeks. The cameras may take a little longer as it will take some additional electrical coordination.

Councilman Schilawski moves to accept Proposals 10 – 16 and fund as recommended. Councilman Vaughn seconds the motion. **Vote 4 affirmative.**

SRF Financing

Attorney Robbins states that the SRF (State Revolving Fund) released their priority list for the projects being considered for funding this cycle. New Whiteland placed 34 out of 35. Attorney Robbins has spoken with our financial consultant, Steve Brock, about alternate funding options. Steve Brock and our engineer, Mark Sullivan, spoke to Bill Harkins with the SRF who believes our project will be funded as several communities have not started design work and will not be ready to close their loan this year which will move us up the list. Mr. Harkins advised them to move forward with the bid process. Attorney Robbins commends

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the council on being proactive and moving ahead with design – that has put New Whiteland in a much better position than many other communities.

Attorney Robbins has solicited quotes from three (3) bound counsel firms. One of the firms responded they were too busy to take on more work the other two (2) firms both submitted proposals of $15,000 plus expenses. Attorney Robbins states both are good firms but he has worked with Scott Peck at Faegre, Baker & Daniels and would recommend them. Councilman Vaughn moves to contract with Faegre, Baker & Daniels and is seconded by Councilman Alspach. **Vote 4 affirmative.**

Attorney Robbins is working with Supt. Gillock and Supt. McCauslin to finalize the bid documents and specifications for the GIS and Vac Truck. He plans to have those bid openings at the August 21st council meeting.

NWPD Replacement Weapons

Police Chief Rynerson is asking to replace the department’s current duty weapons with Glock model 17, Generation 5 with night sites. Rynerson states that several of the current duty weapons are 10 years old. He is being offered the new guns at a cost of $99.00 each with the trade in of the old weapons. Rynerson is asking to replace 12 guns and states ammunition for the new guns will be less expensive. Councilman Alspach asks if they will need to replace their holsters. Rynerson is not sure but notes holsters are only $60 apiece. Rynerson states he has money available in LECE. Councilman Alspach moves to trade in old guns for 12 new Glock 17s with extra magazines and ammunition. Councilman Schilawski seconds the motion. **Vote 4 affirmative.**

Johnson County Community Foundation Grant
Clerk-Treasurer Alspach asks permission to work with Public Works Supt. McCauslin to submit a Letter of Inquiry for the Fall Grant cycle. They would like to apply for the maximum of $10,000 to begin replacing the 54 trees removed from the West Park. Council approves. McCauslin and Alspach will meet with a landscape restoration architect to put together a proposal.

**OLD BUSINESS**

Upcoming Events

Clerk-Treasurer Alspach distributes status updates on the upcoming events:

WWII Memorial Dedication Ceremony – July 28, 2018

Alspach is requesting permission to close Tracy Road from 25 W to 75W from 10:00 a.m. to 1 p.m. on Saturday, July 28th. She also is requesting permission to pay the school bus drivers on the day of the event. Councilman Vaughn moves to approve both requests and is seconded by Councilman Alspach. **Vote 4 affirmative.**  Councilmen will be at Proctor Park at 10:00 a.m. on the 28th.

National Night Out

Police Chief Rynerson states his department is handling this event and has everything planned. Council will have a brief council meeting and then come down to the park.

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Party in the Park

Clerk-Treasurer Alspach reports we need more booths, vendors, vehicles for the Touch-A-Truck display, blood donors and volunteers. Council authorizes comp time for full time employees who sign up to help monitor the bounce houses or give blood. Employees setting up and tearing down the event will also earn comp time.

Utility Supt. Gillock asks if Tim McCarty could be given comp time for taking photographs at these events. Council says yes – would like to see more pictures on our social media.

Town Code Revisions

Attorney Robbins notes that he has received the list of revisions from Councilman Alspach and has forwarded the list to American Legal Publishing and is waiting to hear back from them. He recommends not taking any additional action on the ordinance to ratify the changes until these final revisions have been completed.

Employee Handbook Revisions

Attorney Robbins will send the proposed changes out to the council to review again. This item is to be placed on the August 21st agenda. Clerk-Treasurer Alspach notes the new employee will earn two (2) Floating Holidays on September 28th. He will earn the other two (2) on December 28th and not be able to use them before the end of the year as required. Council authorizes this employee to carry over 16 hours of Floating Holiday until 3/31/19. Councilman Schilawski asks that the employee sign a paper acknowledging that he understands if those 16 hours aren’t used by 3/31/19 they would be forfeited.

Public Works Status Report

Superintendents Gillock and McCauslin distribute their department status report. Councilman Schilawski asks when the clarifier will be here. Supt Gillock states it was shipped on July 9th. Our employees will install the clarifier when it arrives.

2019 Budget

Clerk-Treasurer Alspach has the first meeting with the DLGF on the 24th. We need to establish the dates for our budget hearings for the legal ad. Council will hold the 2019 budget hearings at 5:00 p.m. on September 18th and October 2nd.

**LEGISLATIVE BUSINESS**

Ordinance 2018-13

Clerk-Treasurer Alspach presents and explains the transfer ordinance on final reading. Councilman Alspach moves to adopt the ordinance and is seconded by Councilman Vaughn. **Vote 4 affirmative.**

**OPEN TO THE PUBLIC**

Laurie Morrison, 415 Melrose has several issues. First, she wants to discuss a skateboard park. Council says this has been discussed on numerous occasions and is too expensive. It is not a part of the parks improvement plan. She has issues with grass complaints with a neighbor. Police Chief Rynerson states the property was checked, a warning was issued, the grass has been cut. His officers will continue to monitor the property. She is unhappy with the road construction and wants a copy of Milestone’s contract. Attorney Robbins directs her to fill out the appropriate paperwork and any requested items that can be given to her will be.

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Being no further business, the meeting was adjourned at 6:17 p.m.

Respectfully submitted,

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Maribeth Alspach, Clerk-Treasurer

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

 John Perrin, Council President