**NEW WHITELAND TOWN COUNCIL**

**August 7, 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 Vaughn offered the opening prayer. Councilman Mike Rogier was absent.

**MINUTES**

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

Councilman Alspach moves to approve the minutes of the July 30th meeting and is seconded by Councilman Vaughn. **Vote 4 affirmative.**

**HARDSHIPS / ADJUSTMENTS**

None.

**TREASURER’S REPORT**

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

**WASTEWATER TREATMENT PLANT PROJECT BID OPENING**

Attorney Robbins states that we have received two (2) sealed bids for our proposed SRF project. Each bid will have a total base bid plus eight (8) mandatory alternate bids and options for up to six (6) voluntary alternate bids.

Bid #1 is from Dave O’Mara Contractor

Total Base Bid $1,880,010

Mandatory Alternate Bid 1 $ 131,000

Mandatory Alternate Bid 2 $ 68,695

Mandatory Alternate Bid 3 $ -30,000

Mandatory Alternate Bid 4 $ -7,000

Mandatory Alternate Bid 5 $ 4,500

Mandatory Alternate Bid 6 $ 10,125

Mandatory Alternate Bid 7 $ 10,125

Mandatory Alternate Bid 8 $ 19,000

Voluntary Alternate Bid 1-6 $ 000

Total $2,086,455

Bid #2 is from Mitchell & Stark Construction Co.

Total Base Bid $1,598,400

Mandatory Alternate Bid 1 $ 90,270

Mandatory Alternate Bid 2 $ 131,500

Mandatory Alternate Bid 3 $ -45,950

Mandatory Alternate Bid 4 $ -11,600

Mandatory Alternate Bid 5 $ 2,810

Mandatory Alternate Bid 6 $ 11,165

Mandatory Alternate Bid 7 $ 11,264

Mandatory Alternate Bid 8 $ 19,300

Town Council

Page Two

8-7-18

Voluntary Alternate Bid 1-4 $ 000

Total $1,807,159

Voluntary Alternate Bid 5 $ -29,950

Voluntary Alternate Bid 6 $ -5,000

Total with Vol. Alternates $1,772,609

Mark Sullivan with Midwestern Engineers will take the bids to review and then send them to Attorney Robbins for review. This matter will be placed on the August 21st agenda.

**OLD BUSINESS**

Milestone Change Order #4

Attorney Robbins explains this is a contract term extension and has no monetary implication. All work will be completed by August 17, 2018. Unexpected underlying issues with the roads and weather have caused the work to take longer than anticipated. Everyone is pleased with the work being done, Milestone’s employees have been both professional and accommodating. Councilman Vaughn moves to approve Change Order #4 with no price increase and is seconded by Councilman Alspach. **Vote 4 affirmative.**

Upcoming Events

The WWII Memorial Dedication Ceremony was well attended and seemed to be well received and appreciated. Council is grateful to all who participated, donated, attended and made the event a huge success.

National Night Out is being held tonight in East Park from 5:30 -8:30 p.m. Councilmembers will head to the park at the conclusion of tonight’s meeting. All police and fire personnel have been working together to organize this event.

Clerk-Treasurer Alspach distributes status update information on Party in the Park. We currently have 25 booths and only 2 parade entries. Council says we will cancel this year’s parade. Alspach asks permission to contract with four folks to monitor and oversee the bounce houses. Recommends paying $15 per hour. Council approves. This event will run from 12 noon until 5 p.m. on Saturday, August 25th.

**NEW BUSINESS**

White River Township Fire Department Resolution

Fire Chief Saucier presents a resolution to purchase $35,000.00 worth of used extrication equipment from the White River Township Fire Department for $3,400.00. The resolution authorizes the transfer of the equipment from one fire department to the other and releases White River Township Fire Department from any liability. Councilman Alspach moves to approve the resolution and authorize Council President Perrin to sign it and also authorize Clerk-Treasurer Alspach to cut a check for the equipment so that it can be transferred without waiting until the next meeting. Councilman Schilawski seconds the motion. **Vote 4 affirmative.**

Life Insurance Policy Change

Clerk-Treasurer Alspach explains that due to the recent birthday of one of our employees it was discovered that our life insurance coverage has automatic reductions in coverage every five (5) years starting at age 65. When the insurance company was contacted they advised

Town Council

Page Three

8-7-18

that with a written request that provision can be removed and no reductions will take place. This will not affect our premiums. Councilman Schilawski moves to authorize the letter requesting the life insurance remain at $50,000 regardless of the employee’s age and is seconded by Councilman Alspach. Vote **4 affirmative.**

ACH (Electronic Check) Reject Policy

Clerk-Treasurer Alspach explains that we are getting a lot of electronic or online checks rejected for insufficient funds. When we send the letter stating that the customer must come into the office and make the payment in cash plus the associated fees, several are paying again online which creates a bookkeeping and balancing issue. We would like to be able to block online check payments immediately and permanently on any customer that writes a check that is rejected. We would like to block credit card payments as well until the cash payment is received in the office. Council directs Attorney Robbins to draft a policy for the August 21st meeting.

2019 Budget

Budget work session will be held on Tuesday, August 11th starting at 4:00 p.m.

**LEGISLATIVE BUSINESS**

Ordinance 2018-14

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

Councilman Alspach moves to suspend the rules and consider the ordinance on second reading and is seconded by Councilman Vaughn. **Vote 4 affirmative.**

Council President Perrin reads the transfer ordinance in title only on final reading.

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.**

Transfer Memo

Clerk-Treasurer Alspach reads and explains the transfer memo for Sanitation. Councilman Schilawski moves to adopt the ordinance and is seconded by Councilman Alspach. **Vote 4 affirmative.**

**OPEN TO THE PUBLIC**

Being no further business, the meeting was adjourned at 5:55 p.m.

Respectfully submitted,

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Maribeth Alspach, Clerk-Treasurer

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

 John Perrin, Council President