**NEW WHITELAND TOWN COUNCIL**

**September 6, 2016**

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

**MINUTES**

Councilman Schilawski moves to approve the minutes of the August 16th meeting and is seconded by Councilman Rogier. **Vote 5 affirmative.**

**HARDSHIPS / ADJUSTMENTS**

None.

**TREASURER’S REPORT**

Clerk-Treasurer Alspach presents copies of the 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 5 affirmative.**

**OLD BUSINESS**

Employee Handbook Revisions

Attorney Robbins has incorporated all of the proposed revisions and changes into the new Employee Manual. He has prepared a Resolution to adopt the revised handbook for consideration during Legislative Business. If the council adopts the revised handbook this evening, Attorney Robbins will have copies delivered to the town hall within a week. The Town Marshal and Public Works Superintendent will need to see that they are distributed to their employees, that the employees read the revised handbook and sign the verification form. Forms must be returned to the Clerk-Treasurer before October 1st so that they can be filed in each employee’s personnel file.

Parks Department

PW Supt. Johnson states that the tree that had fallen in West Park has been removed at no cost to the town. Johnson has received quotes from three (3) tree contractors to remove ten (10) trees in the West Park and grind the stumps.

Long’s Tree Service - $10,500

Elite Tree Service - $11,000

Steve’s Tree Service - $8,000

Attorney Robbins asks if all three contractors are bonded and insured. Johnson states that they are. Council President Perrins asks if we will be replacing the trees that are being removed. Johnson states there are no plans or funds to do so at this time. Councilman Schilawski is concerned about liability if we delay in having the trees removed. Johnson states there is no money in Parks due to the circuit breaker. Councilman Vaughn moves to authorize Steve’s Tree Service to do the work for $8,000 and that the money be paid from the Rainy Day Fund. Councilman Schilawski seconds the motion. **Vote 5 affirmative.**

PW Supt. Johnson states that the tennis courts have fallen into disrepair. Johnson states that he had been instructed not to spend any money on maintaining the tennis courts by the previous Town Manager. Johnson did get a quote from A. G. Enterprises to resurface both courts. This would include cleaning, filling cracks, a coat of sealer, two (2) coats of paint and

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striping for $10,000.00. Councilman Vaughn states that he would like this addressed during the 2017 budget hearings. He would like to see these repairs done and the tennis courts put back in use. PW Supt. Johnson states that the basketball courts will need to be resurfaced at some point in the future. Councilman Rogier states once the repairs are completed these facilities should be placed on a resurfacing maintenance program. Council directs Johnson to get three (3) quotes so that this can be considered at the budget hearings. Attorney Robbins states that Harris Barrier Corporation and Leslie’s Coatings should be able to provide quotes as well. Council President Perrin suggests that Johnson look into any Park and Recreation Grants that might be available. Council directs Johnson to lock the gates on the tennis courts to keep people out until the necessary repairs can be made.

Christmas Party Committee

Clerk-Treasurer Alspach states that Officers Wilson and Whited, Nicole Dunlavy, Wendell Johnson and herself will be serving on this committee. The date of Saturday, December 10th has been chosen. Councilman Vaughn volunteers to serve on this committee as well.

Greater Whiteland Community Celebration

Clerk-Treasurer Alspach has been working on a display for this event. It should be ready by the next meeting. Four of our Public Works employees have signed up to participate in the Whiteland versus New Whiteland Olympics. Team members are Wendell Johnson, Dwayne Dykes, Matt Gillock and Dale Hardin. This is scheduled to take place at 2:00 p.m. and will be best 3 out of 5 events. The events that have been announced are tug-of-war, sack race and egg or water balloon toss. We need at least 2 more team members.

**NEW BUSINESS**

BZA Vacancies

Attorney Robbins states that we have a 5 member Board of Zoning Appeals. We have had 2 vacant seats for the last several months. This creates difficulty if one of the members is unavailable as we don’t have a quorum and cannot meet. That is an issue for this month’s meeting. Perrin explains that the BZA member must reside in New Whiteland, this board does not require a political balance. Robbins encourages the council to try and help recruit community members to fill these vacant seats. Elected officials cannot serve on this board.

Habitat for Humanity

Clerk-Treasurer Alspach presents information on the More Than Houses Breakfast hosted by Habitat for Humanity on November 2nd and asks if any on the council would be interested in attending and sponsoring a table. As they are new members of our community she thought this might be of interest. Cost is $250 for a table of 8 which breaks out to $31.25 per person. If anyone is interested in attending they are to let Maribeth know, once we have confirmation for 8 attendees we will reserve a table. Attendees will share the cost of the table sponsorship.

**LEGISLATIVE BUSINESS**

Ordinance 2016-12

Attorney Robbins presents the ordinance to amend the New Whiteland Town Code as it relates to the keeping of animals in the town in title only on final reading. Councilman Rogier moves to adopt Ordinance 2016-12 on final reading and is seconded by Councilman Alspach. **Vote 5 affirmative.**

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Ordinance 2016-13

Attorney Robbins presents and explains the ordinance to amend the OFFICIAL SCHEDULE OF USES in the New Whiteland Zoning Ordinance. Attorney Robbins notes that this has been published and a Public Hearing was held by the Plan Commission in August. The Plan Commission passed a resolution to approve the expanded list of permitted uses and has sent their recommendation to the Council. Attorney Robbins states that ordinances related to our Zoning Ordinance only require a single approval. Councilman Schilawski moves to adopt Ordinance 2016-13 and is seconded by Councilman Vaughn. **Vote 5 affirmative.**

Ordinance 2016-14

Clerk-Treasurer Alspach presents and explains the transfer ordinance on first reading. Councilman Vaughn moves to adopt Ordinance 2016-14 on first reading and is seconded by Councilman Alspach. **Vote 5 affirmative.**

Clerk-Treasurer Alspach states that the funds being transferred are a part of the Grady Brothers paving contract work that is being paid on tonight’s docket and she would like the Council to consider the ordinance on final reading this evening.

Councilman Schilawski moves to suspend the rules and is seconded by Councilman Alspach. **Vote 5 affirmative.**

Council President Perrin reads the transfer ordinance in title only on final reading. Councilman Rogier moves to adopt Ordinance 2016-14 on final reading and is seconded by Councilman Alspach. **Vote 5 affirmative.**

Resolution 2016-04

Attorney Robbins presents the Resolution to adopt the Revised Employee Handbook. Councilman Alspach moves to adopt Resolution 2014-04 and is seconded by Councilman Vaughn. **Vote 5 affirmative.**

**OPEN TO THE PUBLIC**

Ed O’Connor of Needham introduces himself and states that he is a candidate for State Representative for our district running against Woody Burton. He will stay after if anyone would like to talk to him.

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