

**NEW WHITELAND TOWN COUNCIL
AUGUST 2, 2023
MEETING MINUTES**

Town Council President John Perrin opened the meeting at 5:00p.m. with the pledge to the American flag. Council members present were John Perrin, John Schilawski, John Purdie, and Chad Waltz. Also present was Attorney Lee Robbins. Councilman Combs and Clerk-Treasurer Angela DeVoss were absent. Councilman Perrin offered the opening prayer.

MINUTES

Councilman Waltz moves to approve the minutes of the July 5th regular meeting and is seconded by Councilman Purdie. **Vote 4 affirmative.**

TREASURER'S REPORT

Clerk-Treasurer DeVoss submitted copies of the August 2nd Fund Report and Docket for ratification and/or approval. Councilman Schilawski moves to approve and ratify both reports and is seconded by Councilman Waltz. **Vote 4 affirmative.**

OLD BUSINESS

ARPA Wish lists

Fire Chief Dave Curin reports that he is still waiting on quotes for a few things on his wish list. There are no other updates at this time.

Whiteland Road & Sawmill Intersection

Public Works Superintendent Duane McCauslin refers to the meeting last month when Carmen Young from Whiteland and Trent Newport with Crossroads Engineers did a presentation about the roundabout at the Whiteland Road and Sawmill Road intersection. Since then, Duane had a meeting with the Town of Whiteland and the County. All are in favor of the project and the cost-sharing involved. They will need to draft a Memorandum of Understanding (MOU). Supt. McCauslin is asking Council for permission to earmark the remaining unspoken-for ARPA funds, which is approximately \$288,247.70. They are planning on submitting the application to the Metropolitan Planning Organization (MPO). If awarded, construction could take place in 2026. Discussion ensues as to when the ARPA funds need to be both encumbered and spent. Attorney Robbins confirms that ARPA funds need to be encumbered by the end of 2024 and spent by the end of 2026. Councilman Purdie asks what our third of the project would be. Supt. McCauslin states that he was given a figure of approximately \$253,000.00 however that number did not include some things such as sidewalks and he is awaiting an updated figure. Council approves earmarking the remaining ARPA funds for this purpose.

Ordinance Regarding Billing Credits

The matter came up at the previous meeting July 5th in which there are some circumstances where residents have higher bills due to situations outside their control. Utility Superintendent Matt Gillock requested an updated ordinance granting him some discretion in these situations to grant credits. Attorney Robbins states that this document is still being drafted and we will bring up this matter again at the next meeting.

Budget Assistance

Council President John Perrin shares discussions he has had with Clerk-Treasurer Angela DeVoss regarding the budget assistance with Janet Alexander. Council had previously approved \$2000.00 for this assistance. However, in working through the budget a lot of questions have come up. Department heads have benefitted from meeting with Janet as well, and other department heads would like to schedule time with Janet. This eats into the amount allotted for budget assistance. Clerk-Treasurer DeVoss is asking for another \$2,000.00. Councilman Purdie moves to allocate another not to exceed amount of \$2,000.00 for budget assistance with Janet Alexander and is seconded by Councilman Schilawski. **Vote 4 affirmative.**

NEW BUSINESS

Vehicle for Compliance Officer

Council President John Perrin states that the Ford Escape from the accident was totaled. The insurance paid out approximately \$13,000. Various options on relacing the vehicle were discussed. Supt. McCauslin states that the Compliance Officer's vehicle was scheduled for replacement in the future anyway. The DPW is still down a guy so our Compliance Officer has been using one of their vehicles. However, they will need something for once an employee is hired. Utility Supt. Gillock states that he has funds in his new equipment budget for a new vehicle that he can use along with the \$13,000 from insurance. Our Compliance Officer is in agreement to take the 2019 Chevy and DPW purchase a ¾ ton pickup truck. Council authorized looking for quotes on ¾ ton trucks to bring to the next meeting.

Delegation of Duties & Payroll Clerk's Position

Council President Perrin shares that the Payroll Clerk has been handling a lot of extra duties. She often finds herself asking for permission to do certain things and some of the contacts that she deals with are not sure who to deal with at times. For clarification and to give her clear authority to handle those things, it has been suggested to give her the title of Office Manager. This would eliminate having to go through both Supt. McCauslin and Supt. Gillock to accomplish certain tasks. Council President Perrin also suggests increasing her compensation to reflect her increased duties. Attorney Robbins clarifies and wants it noted that Council is creating an Office Manager job title and that this is a not to be confused with a Town Manager position, which would have certain statutory duties and rights different from what is intended here tonight. Councilman Schilawski moves to change the job title of the Payroll Clerk to that of Office Manager and increase compensation to be effective and retroactive to today's date and is seconded by Councilman Waltz. **Vote 4 affirmative.**

Building Inspector

Council President Perrin shares that with the passing of Tim Guyer, who has been our Town Building Inspector for over 20 years, we do not currently have anyone to fill this role. He said that he received a call from Tim Brown who currently works as a Building Inspector for Bartersville. He has been teaching our Compliance Officer a lot of things so that he could eventually fulfill this role and is already familiar with our Town and some of its projects. Supt. Gillock said there is a pay schedule already set up. Mr. Brown stated he would want his own separate cell phone for this purpose so that he is not using the phone paid for by Bartersville to do work here for New Whiteland. Councilman Purdie moves to approve a contract with Tim Brown to perform inspection services for the Town and authorizing Council President Perrin to negotiate a fee structure and is seconded by Councilman Waltz. **Vote 4 affirmative.**

Food Truck Application and Golf Cart Ordinance

Public Works Superintendent Duane McCauslin passes out a couple of documents to Council for their review. He shares a potential food truck application and a golf cart ordinance. He states that some residents had reached out to him regarding these topics and he wanted to get these before the Council so they could discuss at our next meeting.

LEGISLATIVE BUSINESS

Ordinance 2023-07

Ordinance Transferring Funds

Clerk-Treasurer DeVoss presented the transfer ordinance on first reading at the previous meeting and explained. Today the ordinance was submitted for final reading. Councilman Schilawski moves to approve Ordinance 2023-07 on final reading and is seconded by Councilman Waltz. **Vote 4 affirmative.**

Ordinance 2023-08

Flood Plain Ordinance

Attorney Robbins refers to an ordinance he shared with Council. There have been some changes under FEMA adopted by the state that required us to amend our flood plain ordinance. This is a template the DNR tells us we must adopt. Councilman Purdie moves to approve Ordinance 2023-08 on first reading and is seconded by Councilman Waltz. **Vote 4 affirmative.** This will be on the September 6th meeting agenda.


John Schilawski leaves at 5:43pm.

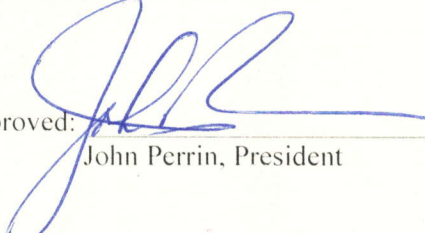
OPEN TO THE PUBLIC

Linda Thomas, 1017 Ashland Avenue, shares with Council she is raising her teenage grandchildren here in New Whiteland. She seeks to learn more about how things are done in the Town and has questions about who is responsible for trimming trees in the easement and who is responsible for replacing the sidewalks in front of residential areas. Council President Perrin shares that homeowners are responsible for their sidewalks.

Being no further business, the meeting was adjourned at 5:55pm by Council President John Perrin.

Respectfully submitted,


Angela DeVoss, Clerk-Treasurer

Approved: 
John Perrin, President