**NEW WHITELAND TOWN COUNCIL**

**February 17, 2015**

**MEETING MINUTES**

Town Council President John Perrin opened the meeting at 5:30 p.m. with the pledge to the American flag. Council members present were Scott Alspach, Joe Noonan, Mike Rogier, John Schilawski and John Perrin. Also present were Attorney Robbins, Clerk-Treasurer Maribeth Alspach and Town Manager Spencer. Councilman Schilawski offered the opening prayer.

**MINUTES**

Councilman Schilawski moves to approve the minutes of the February 3rd 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 approval. Councilman Alspach moves to approve and ratify both and is seconded by Councilman Noonan. **Vote 5 affirmative.**

**OLD BUSINESS**

Real Estate Survey Update

Attorney Robbins received a preliminary drawing of the proposed survey for 401 Mooreland and shared it with Town Manager Spencer earlier today. Robbins states that one boundary line needs to be moved and then Michael Huter can begin writing the legal description. Robbins believes it will all be finished within a week.

January Penalties

Attorney Robbins presents a Memorandum that was distributed by email earlier today. Robbins did research the statute on penalties and attached sections of same in his memo. We have also presented the information to State Board of Accounts to ask if credits are issued we would be given an audit exception during our next audit and have an email from Todd Caldwell saying that a decision to issue credits would not be held against us in an audit. While the town has no obligation to do anything as the timely delivery of mail is outside our control, we can try and accommodate those customers whose payment was mailed but not delivered in a timely manner. Attorney Robbins is recommending issuing a credit to any customer who presents a copy of their cancelled check or money order receipt dated January 19th or before to the utility office before April 1st, 2015. There is no way for a resident to prove when they mailed their payment. This is a one-time credit because of the mail delivery the month that we moved our offices. Councilman Rogier moves to approve this one-time credit policy with the conditions outlined by Attorney Robbins and is seconded by Councilman Noonan. **Vote 5 affirmative.**

Agreement for Providing Testing Services

Attorney Robbins states the agreement between the Town and Clark Pleasant School Corporation for providing weekly testing of the wastewater samples brought in from Clark Elementary School has been executed by both parties.

Employee Handbook

Councilman Schilawski believes there is a discrepancy on vacation days between the 8 hour and 12 hour days. Schilawski states that the new handbook decreases the amount of vacation time the officers receive. President Perrin states that he and Town Manager Spencer met with the police officers to discuss this issue. Councilman Rogier has provided copies of the County’s policy. Perrin has spoken with the Bargersville Police Chief and Spencer has spoken with the Chief at Whiteland. Councilman Rogier wants a day for a day – says police officers work longer shifts and more hours per

Town Council

Page Two

2-17-2015

year. Councilman Schilawski wants to revert to last year’s policy. Attorney Robbins states that when he rewrote the employee handbook he did so in common units for equity. The Town Council never took action to give the police officers 12 hour vacation days. To revert to last year’s policy would not mean they get more vacation time. Robbins notes that the officers are not working more hours than they did before they went to 12 hour shifts they are merely working longer hours but less days in each

2 week pay period. Robbins adds that if the council wants to treat police officers differently and afford them a greater amount of vacation than it gives its other employees they certainly can, but he cautions that they may end up in this same meeting again with the civilian employees.

Attorney Robbins apologizes and leaves at 6:05 p.m. for another meeting.

Discussion continues:

* Police officers work 84 hours per pay period while civilians only work 80 equating to 104 hours more per year.
* Police Officers want 120 hours of vacation instead of 80 hours for 2 weeks vacation.
* Councilman Rogier wants to increase number of hours of sick leave that can be accumulated.
* Police officers currently get 12 more hours of Reserve/Holiday pay than civilian employees.
* Police officers were given 32 hours of Floating Holiday time with the new employee handbook that they never had before.
* Bargersville police officers receive 80 hours of vacation and 6 personal days.
* NWPD is not in the 1977 Pension Plan, they have PERF and the town paid annuity like all full time town employees.

Councilman Schilawski states he is in favor of using a 1.5 multiplier when calculating vacation time for police officers. Clerk-Treasurer Alspach asks that this item be tabled so that all of the information presented can be reviewed and if sick leave changes need to be made it can all be done at one time.

This item is to be placed on the March 3rd agenda.

Town Manager Spencer thanks the police officers and tells the council how much he appreciates our Police Department.

540 Tracy Road Renovation Update

Town Manager Spencer presents the quote requested for the oak wainscoting to window height on the remaining walls in the council room in the amount of $8,544.00 for consideration. Copies of Change Order #6 that were verbally approved at the last meeting are also presented for signature. Councilman Rogier moves to approve Change Order #6 and authorize President Perrin to sign it and to approve the wainscoting and is seconded by Councilman Schilawski. **Vote 5 affirmative.**

President Perrin states that an exhaust fan is needed in the Evidence Room at the Police Department and asks Spencer to have that included with the Change Order for the wainscoting. Council approves.

Spencer states that all drywall work and electrical work has been completed.

Open House

A tentative date of Saturday, May 9th from 1 – 3 p.m. is set for an Open House.

Lettering

The Town Meeting Room letters above the Council Room entrance had to be removed to install the awning. Lettering can be reinstalled to the right of the entrance for $200. Council approves.

Security Barriers

Town Marshal Stephenson recommends placing brick planters near the sidewalk areas to reduce the risk of a vehicle driving into the building.

Councilman Schilawski leaves at 6:45 to attend another meeting.

Town Council

Page Three

2-17-2015

CPR Classes

Town Manager Spencer states that the New Whiteland Fire Department has scheduled a CPR recertification class on March 13th starting around noon. The class lasts approximately 3 hours. Chief Wilson has asked if the Town Hall offices could close to allow the girls to be recertified. Spencer recommends asking if the training could be relocated to the conference room at the Town Hall. Officer Mitchell for the Police Department will be attending along with a couple of the Public Works employees. The original classes were held in the evening and comp time was offered to any employee that attended. Classes are not being offered after hours this year. Councilman Rogier suggests contacting White River to see if they have an instructor available after hours.

Defibulators

Councilman Rogier states that he would still like to see the Police Department purchase at least 2 defibulators that would be picked up and turned in to the station at the beginning and end of each shift. Town Manager Spencer states that he has discussed this with Fire Chief Wilson. Each unit will cost about $1,600 and Chief Wilson states they only work with certain cases. More often than not the emergency responder has to revert to standard CPR.

Fire Department Events

Town Manager Spencer states that the New Whiteland Fire Department would like for the Town Council to attend a walking tour and presentation of the department’s facilities and equipment on March 22nd at 2:00 p.m. The council is also invited to attend their Awards Banquet on March 27th at 7:00 p.m.

**NEW BUSINESS**

Special Olympics East Park Request

Town Manager Spencer has received a request from Special Olympics to use the grassy area in East Park for softball, flag football and corn hole. They will provide their own bases and equipment but would like to have a key for the restroom. Softball would be on Monday and Wednesday evenings from 6:00 to 7:30 March thru May and the other sports would be Monday and Wednesday evenings from 6:00 to 7:30 from June thru September. Spencer notes that there is not a basket for the disc golf in the exact area but golfers could be throwing through the area the Special Olympics would be using. Special Olympics is aware of the Disc Golf Course project. Council approves the request.

Wastewater Treatment Plant Infiltration Reports

Town Manager Spencer prepares reports prepared by Matt Gillock tracking the amount of infiltration in our system. Spencer states money is in the 2015 budget to begin addressing some of the infiltration issues. Councilman Rogier asks if there are any grants available for this work. Spencer is unsure. Spencer states he and PW Supt. Johnson will be attending a trade show later this month with various products and processes that could be considered for our work.

Trash / Recycling Contract Renewal

Spencer states he has spoken with Whiteland Town Manager Gabehart and the Mayors of both Greenwood and Franklin about bidding a combined contract.

HB 1395

Clerk-Treasurer Alspach received a call earlier today from Representative Burton and expressed her concern if the State makes cities and towns pay 50% of the 911 dispatch center costs. Our budget / levy was already reduced when the consolidation took place. Representative Burton was not sure if the bill would make it out of committee but promised to keep us posted.

Town Council

Page Four

2-17-2015

**LEGISLATIVE BUSINESS**

Additional Appropriation

Clerk-Treasurer Alspach presents a memo to appropriate some funds in the Water Account to complete the renovation work and the disposal of the former Town Hall and Police Station. Councilman Rogier moves to approve the additional appropriations and is seconded by Councilman Noonan. **Vote 4 affirmative.**

**OPEN TO THE PUBLIC**

None.

Being no further business the meeting was adjourned at 7:10 p.m.

Respectfully submitted,

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Maribeth Alspach, Clerk-Treasurer

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

 John Perrin, Council President