**NEW WHITELAND TOWN COUNCIL**

**February 3, 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 January 20th 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 January 20th that was prepared on Friday, January 23rd after the year end rollover for ratification. The February 3rd fund report and docket are also presented for approval. Councilman Alspach moves to approve and ratify all submitted reports for both January 20th and February 3rd and is seconded by Councilman Rogier. **Vote 5 affirmative.**

**OLD BUSINESS**

540 Tracy Road Renovation Update

Town Manager Spencer presents and explains Change Order #5 in the amount of $3,648.00 for consideration. Councilman Schilawski moves to approve Change Order #5 and authorize President Perrin to sign it and is seconded by Councilman Rogier. **Vote 5 affirmative.**

Spencer presents estimates, as requested, for finish upgrades in the meeting room as well as additional work in the Police Department. President Perrin requests an additional quote for wood being installed on the east, west and south walls in the meeting room from the bottom of the windows down including the installation of chair railing above the wood. Councilman Alspach moves to approve replacing the back entry door in the Police Department, installing a 1 room air conditioning unit and vent in the Police Department IT room, and oak wood wainscot on the north wall of the new council meeting room. Motion is seconded by Councilman Noonan. **Vote 5 affirmative.**

Real Estate Auctioneer Update

Attorney Robbins states that he, Michael Huter, a licensed surveyor and Town Manager Spencer met at 401 Mooreland yesterday. Robbins presents a professional agreement in the amount of $3,480.00 for the survey and written legal description. Robbins is recommending a 12’ side yard setback on the north side of the building and a 35’ setback in the rear parallel with the back parking lot to the easement on Ball Park Drive. We need to protect that easement because of our sanitary sewer line. We also need to maintain access to the water tower as we have an agreement with Indiana American to mow that area for them. Attorney Robbins states if the agreement is approved all work should be complete within 2 weeks. Councilman Schilawski moves to authorize President Perrin to execute the agreement and is seconded by Councilman Rogier. **Vote 5 affirmative.**

Agreement for Providing Testing Services

Attorney Robbins presents a draft agreement between the Town and Clark Pleasant School Corporation for providing weekly testing of the wastewater samples brought in from Clark Elementary School. Councilman Rogier moves to approve the agreement and is seconded by Councilman Alspach. **Vote 5 affirmative.** Council President Perrin will sign the final copy and it will be delivered to Steve Sonntag for review and approval.

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Projector Purchase

Town Manager Spencer states that the projector that was purchased by Public Works is now at the Police Station. There is no need to purchase another projector.

Rumpke 2015 Newsletter

Copies of the revised newsletter are distributed. The limb disposal at the WWTP has been removed. Councilman Rogier moves to approve the newsletter and is seconded by Councilman Alspach. **Vote 5 affirmative.**

Town Council Meeting Time Change

President Perrin states that he would like to move the meeting time back to 6:00 p.m. starting with the March 17th meeting until the softball season is over. Council agrees.

**NEW BUSINESS**

Johnson County Access Funding Request

President Perrin states that he attempted to meet with Becky Allen after last year’s request. She would not return his calls. Request is denied.

2012 Outstanding Checks

Clerk-Treasurer Alspach presents a list of the checks that were issued in 2012 and never cashed and are now being written off. Councilman Rogier moves to approve the write offs and is seconded by Councilman Schilawski. **Vote 5 affirmative.**

Compass Minerals

Councilmen are provided with copies of notifications from Compass Minerals of a plant shut down in Louisiana that could affect their ability to fill salt orders. Plant shut down should be temporary.

Postal Service Issues

Town Manager Spencer explains poor delivery service that has been an issue for the last month or more but especially since our move. Some customers have complained because they were charged penalties because their payments were late. Some envelopes were postmarked the 12th and not delivered to our office until the 29th; mailed in New Whiteland to New Whiteland. Spencer met with the postmaster to ask how to correct the problem and was advised there is nothing that either we or the local post office can do. All mail goes to Indianapolis to be sorted and then comes back to New Whiteland for delivery. They say the delay is in the Indianapolis branch not here locally. Penalties are a part of our ordinance, in accordance with state statute. Attorney Robbins will research the ability and the legality of the council waiving penalties. Clerk-Treasurer Alspach will also check with State Board of Accounts to verify that this would not be an audit issue. This item will be placed on the February 17th agenda.

Indiana American Water

Spencer reports that Wade Amos called and spoke to him and Clerk-Treasurer Alspach to explain the latest rate increase of 4.5%. Amos noted that it should effect an average water bill about $2.00 / month.

Police Department Schedules

Town Manager Spencer distributes copies of the officer’s schedules for the next couple months as requested.

Special Meeting

President Perrin calls a Special Meeting for February 10th at 5:30 p.m. to review the Employee Handbook.

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**LEGISLATIVE BUSINESS**

None.

**OPEN TO THE PUBLIC**

None.

Being no further business the meeting was adjourned at 6:40 p.m.

Respectfully submitted,

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Maribeth Alspach, Clerk-Treasurer

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

 John Perrin, Council President