

TOWN OF
Millersburg
April 10, 2024 Meeting Minutes

Attendees: MacKenzie Taylor, Larry & Alice Randolph, Dean Smith, Dana Rutter, Avery Ferguson, Jim Winkler, Addison Miller, Ray Rodriguez, Robert Roa, Vernon Miller, Rita Van Voorst, Jeremy Yoder, Lavon Bender, and Josh Bender.

The meeting was called to order at 5:00pm.

Dean made a motion to approve the meeting minutes from March 13, 2024. Larry seconded the motion. Upon voice vote it was unanimously approved to adopt the meeting minutes from March 13, 2024. No meeting was held on March 27, 2024.

Water: Avery began by telling the council things are going okay. Avery ordered more chemicals. Prices for chemicals are increasing.

A quote was given for Power Supply at a cost of \$1395.00. The board approved the expense, it's something that needs to be done.

The State is changing rules for PEPAS. Regulations will affect water and wastewater; we'll just have to wait on the final ruling.

Avery told the council he handed in what he thought was a receipt from Dollar General. MacKenzie let him know it was not the receipt, but the coupon for 5.00 of 25.00 of the next purchase. The receipt was accidentally tossed. The council was okay with this mishap and believe the supplies purchased from Dollar General were truly office supplies needed at the water plant.

Wastewater: Avery has been having difficulties with wastewater. Again, Avery mentioned he's been ordering chemicals for the plant and the prices for these have been on the rise. Avery stated he's been trying to stay on top of the chemicals and is ordering them in a larger quantity so he has them on hand. He's sure the price for this was over the 500.00 threshold. The council said they understood and it's okay. They appreciate him staying on top of this.

Avery mentioned he's accrued a lot of comp time due to the situation that's taken place at wastewater. There was blockage in front of the valve and west clarifier aeration tank. Avery believes he got it unplugged now and is in the process of getting it back on line. A rubber mat was found and a piece of metal. Stouder did send someone out to assist with the complications. Stouder snaked the valve and knocked out the blockage. Avery said he wanted to thank the

maintenance department in assisting him with this issue. Avery said, as soon as I called, they came right away to help me and did everything they could until we ran out of resources. Dean asked, could this affect us with any violations? Avery said, he's unsure about the violations. Stouder is aware of the situation and since we are using their license, they already have notes and will inform IDEM of the matter.

Avery told the council he and MacKenzie are still trying to work on the exchange of lab equipment. The wrong equipment was sent from YSI. MacKenzie and Avery informed them of the matter. We've done numerous purchase orders and letterhead documents for YSI. Unfortunately, there's been a communication error on their end and we have been dealing with different reps in regard to this purchase. Avery said, I think we've got it figured out now and hopefully we'll be getting that equipment soon. There is a credit on the account and we will use that credit for the exchange of lab equipment.

Austin was able to get the new lights in at wastewater. It's a lot brighter in there.

Community Development: An email had been sent out previously to the council members about the Community Cross Roads Matching Grant. MacKenzie informed them again and the audience, unfortunately we did not get the grant. We can file again and resubmit for these roads in July.

MacKenzie is working on the Stellar Grant Applications and should be able to give more attention to this tomorrow and Friday.

Maintenance: Dean said Matt isn't here yet, he's on his way back from an appointment. So we'll move to the Marshal.

Marshal: Ray explained to the council that he discussed the surveillance cameras with NIPSCO. NIPSCO informed Ray that they do not want permanent cameras on their poles. So, this expense will be wiped and have no use for the cameras if they can't be on the poles.

Ray mentioned Flock cameras. He's not sure what the ruling would be on this but these are cameras that are leased/rented and would may require movement on various poles. Ray said last year, he received a quote and they were 3,000 per camera to lease. He imagines the price of these has increased, but will still get an updated quote to see if this would be a possibility.

Maintenance: Matt returned from his appointment. Matt said he's been mowing. The burn pile was lit yesterday for the first time this year. Matt wants to discuss leaf pick-up. Council and Matt

suggested doing leaf pick-up again for two consecutive weeks. They would like the information posted on the May water bills and have Avery post this on the Town Facebook page. Leaf pick-up will be from May 6-May 20.

Park: The park continues to look better than it has with Vernon maintaining the parks. Vernon had some information on planting more trees in the park. The quotes will be given to the RDC to look over.

Clerk Treasurer: February bank reconciliation is complete and Suzy Bass has signed off on the information. The council signed the February Bank Rec.

MacKenzie mentioned the TIF Management Report has been submitted into Gateway on April 4th, 2024 for the 2023 reporting period. Everything was documented appropriately and accurately with disbursements, revenues, and parcel information in regard to the TIF district.

Newsletter information, MacKenzie would like to have everything by the 18th to start compiling information.

MacKenzie informed the council about a park agreement. Another Forest River plant rents the park for the entire day for their company picnic. Unfortunately, this gentleman submitted a future date but it was never documented, MacKenzie isn't really sure what happened. Another gentleman rented it for the day Forest River wanted it. MacKenzie was unable to get the dates switched. MacKenzie told Forest River, and council I apologize for making a deal/decision before consulting you. I told Forest River, we'd love it if you would still book with us, we enjoy seeing the park utilized. Last year, they were charged 1,000 for the rental, per our rental agreement. I told him we'd let you use it for 500 because of the book error that happened. He was satisfied with this (Forest River gentleman) and the council agreed that was an okay decision to make.

MacKenzie interviewed with Addison Miller last week and would like to give this a try to hire her for part time work/help. She interviewed really well and has interest in learning the ins and outs of the job. MacKenzie told the council, I don't care how much or how little office experience a person has, no one will ever be prepared for what you're walking into unless you've previously worked in a Clerk's office. The council gave their blessing to hire as long as all of the background information comes out well. MacKenzie gave the council an amended salary ordinance and expressed, there is a 60-day probationary period that I'll review with Addie. Just to check in and see how the job is going for both of us and that it's a good fit. Dean made a motion to approve the amended salary ordinance. Dana seconded the motion. Upon voice vote the salary ordinance was unanimously approved.

MacKenzie has a phone meeting scheduled with Eric Ivory about the trash rates. She'll also inquire about the items that can be collected for the large trash pick-up day on June 8, 2024. Garage Sales Dates are June 6th-June 8th.

Old Business: There's been an on and off again discussion in regard to the 2-acre property for sale near Cook Station Park. The price for the 2 acres is \$70,000. There's pros and cons to purchasing this land. This would help with parking for some of the larger events that happen in the park. We could put in a drive off of SR-13 if the State would allow this (we need to contact INDOT about a public access road into the park). Larry said he thought RDC would be willing to pitch in some money to help with this expense. There's a RDC meeting Monday so he can get a full vote from the members if they're willing or not. MacKenzie has asked to table this item so we can get approval from the State about an entry way and also verify and look for funds. The land alone is \$70,000. This does not include creating a drive, the paving, and other items that would go into this process. This could add another \$20,000 on top of the \$70,000.

New Business: Lavon Bender was in attendance with Jermey Yoder and Josh Bender to discuss the new ordinance that was passed by the Elkhart County Board of Commissions. Lavon, Jermey, and Josh are in favor of the ordinance and wanted to know if Millersburg would be interested in following suite with the County Ordinance. County Ordinance allows four wheelers, ATVs, and side by sides to ride on all public roads. Just not State Roads unless you're crossing the road. Many places in the State of Indiana are allowing these vehicles to be driven on public roadways. Dean said he was open minded to this and the other council members seemed to be as well. Dean suggested talking to the Marshal about this and see what we can come up with. Ray asked Lavon about the speed limits. Lavon stated, the speed limit is the same requirement as a car for the ATVs, four-wheelers, and side by side. Registration and proof of insurance needs to also be carried with the driver for these vehicles at all time. There are age requirements to drive these as well and helmet requirements.

Dean made a motion to pay bills. Larry seconded the motion. Upon voice vote it was unanimously approved to pay bills.

Dean made a motion to adjourn. Larry seconded the motion. Upon voice vote it was unanimously approved to adjourn.

