



December 6th, 2023

Meeting Minutes

Attendees: MacKenzie Taylor, Dean Smith, Austin Turner, Jim Winkler, Avery Ferguson, Haley Hurst, Matt King, Rick Pharis, Dana and Sheila Rutter, Larry Randolph, Tina Smith, Danny Miller, Ray Rodriguez.

Dean called the meeting to order at 5:05pm.

Dean made a motion to adopt the meeting minutes from November 15, 2023. Jim seconded the motion. Upon voice vote it was unanimously approved to adopt the meeting minutes from November 15, 2023.

Water: Danny Miller was here to share his two-phase plans with the council. Mr. Miller provided each council member and anyone in the audience a packet of his proposals. Mr. Miller explained Cutting Edge is ready to make a step-in expansion starting with the retention pond. "Advance" constructed sight plans for Cutting Edge. Ron Justice oversaw the plans and told Mr. Miller these plans are what Elkhart County would expect to see for the retention expansion. Mr. Miller asked if anyone has had any issue with flooding along their residence? Larry Randolph replied, he has never had an issue with any flooding. Mr. Miller wants to ensure everyone that holds a residence nearby that he is taking proactive measures to ensure this won't ever be an issue. Mr. Miller asked the council for their blessing to move forward with phase one, expanding the retention pond. All council members gave their blessing and approval to move forward with phase one. Mr. Miller began to explain phase two, further down the road they would like to construct/add onto the building East on Wabash. On the proposal there were recommendations about installing a 60-inch 5-foot pipe underneath the stretch because of the lack of green space to absorb water. Mr. Miller expressed his importance of wanting to be on the same page as the council and Avery. Avery stated he has no issues with any of Mr. Miller's plans and as long as he is following Elkhart County's drainage standard then everything will check out. Dean asked Mr. Miller about his time line for the phases. Mr. Miller responded; the retention phase will more than likely take place in the spring. Phase two will probably take place sometime next year. Mr. Miller said they have 50 feet between the property line and residential. In the future, Mr. Miller stated, we'd like to use those 50 feet for parking. All council members agreed again and gave Mr. Miller blessing to move forward with the phases of his plans. Rick Pharis asked Danny Miller for a copy of his plans.

Avery has been paid out for his comp time. Permission was given by all council members to pay Avery out for him comp time and roll over his 8 hours that he has since acquired. Avery informed the council that he has submitted an application for the apprenticeship program for wastewater. Avery will have online training classes twice a month. As Avery completes each

1,000 hours and passes exams, he is eligible for a wage increase. Kelly (who has been helping MacKenzie and Avery get him signed up for the program) will set the middle wage increases. The Town sets the **ending** wage increase. Harley (Stouder Services) will have to sign off on the paperwork. Testing will be held at the local IVY Tech. Dean made a motion to accept the apprenticeship program. Jim seconded the motion. Upon voice vote it was unanimously approved for Avery to join the apprenticeship program. Dean Smith signed the paperwork to send back to Kelly. Avery mentioned, for one of his courses he has to get re-certified in CPR. Avery will ask Moe about holding a CPR class for the town employees.

Avery told the council about a brand-new building that is being constructed on Wabash. They company tapped into the sewer line and detected a leak. They were able to clamp it and fix the issue for us.

Avery received a quote from Pierless. One of the high-pressure pumps has a leak in it, it's leaking a lot. This is \$6,000 to pull the pump, repair it, and then reinstall it. Jim said, it has to be done, especially for fire protection. MacKenzie said, this would be considered a utility enhancement/improvement to get this repaired and working properly, it's needed. ARPA should be able to be used on this. Dean made a motion to approve the Pierless quote. Jim seconded the motion. Upon voice vote it was unanimously approved to spend \$6,000 to get the high-pressure pump fixed.

Avery went to Fort Wayne to submit a test sample. The test sample either failed or was invalid, so Avery will redo it and turn in a new one.

Wastewater: As Matt was driving through town, he noticed one of the lift station lights were flashing. Avery explained, both of the lines had gone out. Avery never received a notification or an alarm going off in regard to the lift station not working. The station was completely full. Fortunately, with it being a Saturday, Avery was able to get someone out here and fix it for him. Jim asked, what drains into this? Avery replied, Forest River and maybe a couple of houses on SR 13.

Avery said he was able to get the battery replaced on the generator at wastewater. He has plans for Bill's to come and check out the furnace next week.

Avery told the council, him and MacKenzie have training over the GIS software next week.

If you didn't hear, we got a nasty letter from IDEM again. The inspection didn't go as well. Apparently, there were things on the list to be fixed from the 2021 inspection, but the old utilities superintendent never corrected or fixed these issues. We have 30 days to respond and Stouder sent them a letter. Harley and I will make the improvements and processes as needed. Larry asked, who knew about the 2021 inspection, just Ben? Tina mentioned the 2023

inspection was conducted by the same woman who did the 2021 inspection. This entire inspection took 4 hours.

Community Development: MacKenzie stated the Santa breakfast was very successful. I want to say thank you to Liz Rodriguez, Haley Hurst, and Joe for decorating the community room/meeting room. They were here for 8-10 hours every day this past week leading up to this event. Everything in here was hand made by them. I also want to thank all of the sponsor (all on the board in the community room) they donated all of the supplies, goodie bags, food, and drinks to make this event happen. The only thing the town paid for was a gift card for Santa. Thank you to everyone who made this event so memorable for the children in this community.

Maintenance: Matt told the council hopefully there will be only one more day of leaf pick-up tomorrow. Matt said, we have the plows and salt spreaders on and ready to go. Matt said he had to salt the roads quite a bit the other morning.

Marshal: Ray started by telling the council he spoke with Bart Templeton from Sorg Dodge. The new squad car that was approved by the council still isn't scheduled to be built yet. Ray said, I'm not sure if the strikes have had anything to do with it or not. Luckily, the price has already been set and won't need to be renegotiated.

Ray said he received a contact person from NIPSCO and he is going to try and get me in touch with an engineer for the cameras and utility poles something this week.

Next week, Robert, MacKenzie, myself, and the reserves are going to be doing Shop with a Cop. We have 4 kids from Millersburg that we are taking for this event. We are tying in with the Elkhart City PD so there are no expenses for the town.

Ray said, we have 4 AED kits and the pads just expired. It took MacKenzie and I a while to figure out what the beeping was. Each pad is \$262.00. With having 4 AED kits, we have to replace all of them and it'll cost over \$1,000. The council stated they have no issue with replacing the pads.

MacKenzie read aloud the report from John Veenstra in regard to his Chaplain Services. He is making a difference here in our community and doing a great service to the town.

Clerk Treasurer: MacKenzie presented the council with a contract for Local Government Services. The price went up and the town pays them by the hour. MacKenzie told the council she really enjoys working with Suzy Bass and Janet Alexander. MacKenzie assured them, we are in good hands by continuing services with them. Suzy and Janet are always there to help me whenever I need it. Dean made a motion to sign and continue services with Local Government Services. Jim seconded the motion. Upon voice vote it was unanimously approved to continue services with Local Government Services.

MacKenzie presented Resolution 2023-05 to transfers funds. MacKenzie gave each member the transfer resolution and an appropriation report showing the funds and where they would be transferred. MacKenzie expressed, we are really sitting pretty well for the end of the year. This just allows us a little cushion with some upcoming expenses. We'll end this year in the positives again. Dean made a motion to accept and approve Resolution 2023-05 transfers of funds. Jim seconded the motion. Upon voice vote Resolution 2023-05 transfers of funds was unanimously approved and accepted.

MacKenzie gave each council member the 2024 Salary Ordinance. All members looked over the ordinance which includes benefits for employees. Dean made a motion to waive the second reading of the 2024 Salary Ordinance. Jim seconded the motion to waive the second reading of the 2024 Salary Ordinance. Upon voice vote it was unanimously accepted to waive the second reading of the 2024 Salary Ordinance. Dean made a motion to approve the 2024 Salary Ordinance. Jim seconded the motion. Upon voice vote the 2024 Salary Ordinance was approved.

New Business: Rick Pharis told the council the town is eligible to submit for the CCMG. Start thinking about what streets you want to consider. The first round is in January and opens the 2nd or the 3rd. We will have to the end of the month to get it submitted.

Lastly, Rick gave the TRIAD Service Agreement for 2024. There is another slight increase depending on the tier engineering service you are using. All council members reviewed the information. Dean made a motion to sign the TRIAD Service Agreement for 2024. Jim seconded the motion. Upon voice vote it was unanimously approved to stay with TRIAD and use their company as our engineer services for 2024.

Dana Rutter explained how the Legion is maintained as a paper post. From the sale of the building, we have three executives and we decided we would like to donate \$5,000 to the Millersburg Parks. This donation will be placed into the 2211 Parks Non-Reverting Fund. Everyone in the room thanked Dana and Sheila for the generous donation!

Jim said, this is our last meeting of the month and my last meeting on the town council. I want to say I appreciate everything you have done for me and working with you guys. With that being said, I'll always be around if you need anything. Everyone thanked Jim for his 21 years of service.

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

Dean made a motion to adjourn. Austin seconded the motion to adjourn. Adjourn.

