



Town of Millersburg Town Council Meeting Minutes
January 8, 2025

Attendees: MacKenzie Taylor, Larry Randolph, Dean & Tina Smith, Dana Rutter, Avery Ferguson, Mike & Lisa Dull, Addie Miller, Vernon Miller, Ray Rodriguez, and Jeremy Hardy.

The Town Council meeting began by taking nominations for the 2025 council president. Dana Rutter nominated Dean Smith. Larry Randolph seconded the nomination. Upon voice vote it was unanimously approved to accept Dean Smith as the 2025 council president.

Appointments were made for the designated positions for the 2025 calendar year.

Marshal: Raymundo Rodriguez

Utility Superintendent: Avery Ferguson

Maintenance Director: Matt King

Economic Development Coordinator: MacKenzie Taylor

Liability Insurance: Selective Insurance/Synergy

Medical Insurance: Indiana Public Employers (Anthem)

Engineers: Commonwealth

Annual Board of Finance President: Dana Rutter

Publishing Agency: Goshen News

Park Maintenance Director: Vernon Miller

Financial Advisors: Suzy Bass & Janet Alexander

Legal Advisors: Craig Buche & Jackson Beck

Financial Institution: Interra Credit Union

MacKenzie gave all of the council members their 2025 Nepotism certification sign offs. All council members signed.

A large, stylized handwritten signature in black ink, appearing to be the name of a council member.

A smaller, more fluid handwritten signature in black ink, likely belonging to another council member.

Dean made a motion to adopt and approve the meeting minutes from December 4, 2024. Larry seconded the motion. Upon voice vote it was unanimously approved to adopt the meeting minutes from December 4, 2024.

Water: Avery reminded the council of Dairy Farmer's closing. Avery is now taking the samples to Elkhart to be tested. Avery said this bacteria test is only once a month but it requires him to go to Elkhart. The test is \$5.00 more than Dairy Farmers. DFA was \$27.00 and now we will be paying \$32.00. Avery mentioned Goshen will possibly be getting their lab certified. Once that happens, he'll start sending his samples to them, as long as the price isn't much higher.

The chlorine pump was fixed by Stouder.

A contract was signed with Stouder Services to have additional work completed at the water treatment plant. The contract amount is for \$9,500 and ARPA funds have been obligated to pay for the work. This contract was signed in the month of December 2024 by council president, Dean Smith.

Avery completed a pipeline training in Shipshewana with the officers.

A new business is going in behind 5 Little Stones. Avery is unsure of what the business is exactly, but thinks it's an accounting business. Avery didn't speak with the owners but with engineers who are doing the work. For whatever reason, the business is claiming its location on Clinton Street. Which, that's not Clinton Street, it's an alley. It'd be better to use ½ Washington Street or something because that's how the apartment buildings are labeled. Avery mentioned, he isn't sure if the town plans on naming alleys and what not. Dean suggested getting ahold of some maps and see what should be done. Dean said, he would get back with Avery on that one. Avery said if he has time he will try and look into that too. It was also mentioned to look at the GIS system.

Wastewater: Avery began discussing land applications. He is looking at doing a land application on 80 acres in the field north of the lab. Dean Rink got a hold of Avery about this. Avery said he is working on getting that land added to the permit. Avery said he got in touch with Corey Bowman from Crop Tech about this. Avery explained, it'll be easier for Corey to do this for us. The cost will be \$1,200-\$1,500. Avery said he just doesn't have the time to do it and Corey knows how this should be done. All of the council members were fine with having Corey Bowman from Crop Tech complete the work. Dean asked, does Riegsecker own it? Avery said, he thinks so. There's a gentleman farming it for him. There's a digester plug issue. Avery tried to power wash to it and used a jetter, several afternoons. Avery dug down and put in a clean out. Dean was able to get the land app done yesterday. Weather wise the ground is still soft and we got it just in time. Dean asked, are we good

until spring? Avery said yes, but in spring I'd like to check in and get that tank cleaned out. Avery said I don't think it's ever been cleaned out. He would need to find the proper truck. He wouldn't be able to use Tanner's.

Avery would like to get another vacuum pump for Tina. Cost estimate will be in between \$800-\$1000. Dean told Avery not to get a horribly cheap one.

The new oven came in and Avery got it all set up.

Avery said he needs to build a cover for the flow meter. Some issues with it freezing up and giving inaccurate readings.

Water and wastewater conference is March 11-March 13. The council gave Avery blessing to attend the full conference.

Dean congratulated Avery on passing his second semester for the apprenticeship program. A letter was attached from Kelly, stating Avery had passed with great scores and met his next 1000 OJT hours meaning his wages are to increase \$1.00 per hour. MacKenzie gave the council members the amended salary ordinance for 2025 with the changes made to Avery's wages. Dean made a motion to approve the amended salary ordinance. Dana seconded the motion. Upon voice vote the amended salary ordinance was unanimously approved.

Community Development: MacKenzie said Vibrant Communities and Abonmarch will meet with all of the employees on January 24 at 9:30am. Expect to be here for at least two hours. Council members, if you can make it that'd be great to get this action agenda prioritized.

Let's start collaborating on a winter newsletter to send to residents. (Avery stopped in the Clerk's office the next day to discuss the newsletter. Through the discussion it was determined to do an early spring newsletter. We should have more information compiled by then and can release important need to know dates.)

Maintenance: Corey was in attendance before the meeting began. He had nothing to report but left to go begin salting the roads since it started snowing.

Marshal: Ray has been looking back into the flock camera system. Prices haven't gone up really since the last time Ray looked into this. It's \$3,000 per camera and it's a 4-5-year lease. Ray has a zoom meeting with Flock Camera system next Thursday if any of the council members would like to attend. It's at 2:00pm. To have the cameras installed, it will be about \$15,000. The following year it would go down to about \$12,000 a year. It was asked, what happened last time, because there was a discussion similar to this in years past. Ray said, Bontrager was going to do it. Then, we ran into a lot of issues with Nipsco

and putting these on their poles. Dean asked Larry if he could go to the meeting. Larry said he was planning on it. Dean said, then come back and report to us what you find out.

Park: Same old as last year, last month I should say. Vernon said if the weather breaks, he wants to cut some more trees. Vernon said he checks the bathrooms and park out weekly.

Clerk Treasurer: W2's and 1099's are complete. MacKenzie said, if you see any problems, please notify me by the end of the week because I'd like to upload these to the designated sites next week with Suzy.

October and November bank rec for 2024 are complete and signed off by Suzy Bass. All council members reviewed the packets and signed off on the documentation sheet.

Old Business: Dean mentioned Brian Yoder. His flooding situation, he said. Last heavy rain we got, I didn't notice his yard flooding. Avery said, maintenance worked on that drain a bit. Avery said he would like to touch it up a little bit more. Dean asked, does it run towards SR-13? Avery said it's a running drain on Walnut that was clogged. Maintenance got that cleaned out. The drains are a little bit high so it backs up. Last rain it didn't seem that bad. Dean said he noticed the ditch in front of the gas station, but not Brian's. Dean said, we will see what happens come spring.

Larry asked Mike if he had anything to say about that drain. Avery said just the east of the gas station. Mike said, we cleaned it out. Larry said it'll take a hard down pour and run back into Brian's property. Mike said, I'm sure it will. Avery said, he hasn't had a chance to get that vac out, but if we get that out and try it, he thinks it may clear it more.

Dana asked Mike about the fence. Larry said he said we are next one the list.

Request about a light pole in Timber Valley. Avery said, it's been constant phone tag. Dean said, let's try and stay on top of that.

Craig said we called him after the meeting and told him we'd have to wait until the next council meeting for a small credit. MacKenzie asked, what was his bill, she didn't even see it. Dana said he would talk with him at work.

New Business: Jeremy started off by giving the town an update for the month. The 2024-02 Community Cross Roads Match Grant is out for bid. At the next meeting bids will be received and opened. Jeremy told the council everything was submitted for yearend into the LTAP system, and the certification letter was complete.

Jeremy presented a new task order for the 2025-01 round of Community Cross Roads Match Grant. This is for upgrades within Timber Valley. This includes, Timber Valley Blvd, Brian Court, Travis Court. The task order outlines assistance in the application, survey

work, design, bid, and hourly assistance as needed. Commonwealth will also make sure the close out is done and complete. Commonwealth plans on updating the roadway inventory as well. Commonwealth will start this month on the application and design, in April have it complete, bid in May and award the plan, then hopefully execute this in June or July. Roadway Inventory needs to be done by December 1 to be eligible for Community Cross Roads Matching Grants, we plan on getting that done way ahead of time for the town.

Chlorine disinfection to UV. Jeremy staged this for some preliminary options on how things would work before we go ahead and bid it out. A task just for project management preliminary design and something to do with the final design hourly not to exceed. Preliminary design, how this will work, cost point, then final design. Bidding and negotiating with these projects we get a lot of questions. This will be in a lump sum but at a lower fee. We won't be planning on inspection but the time of ordering material then it will be a short time period doing the work. Permit modification or renewal and the budget in there as well and there's a 5-year period. We think April design, final design in June, permit bid in October or September. Release contractor in November and start work in 2026. That gives an operation of April 1. This is an even split on hourly and lump sum. Dean asked chlorine verses maintenance. Aery said he's not sure but the biggest issue is chlorine is consistently going up every 6 months or every quarter it seems. Bulbs get replaced once a year and the most important issue is safety. If there were to be a leak, heaven forbid, it hits Vernon's family it could make people really ill or even cause death. Jeremy agreed, a lot of municipalities are switching because of the safety factor.

Dean made a motion to pay bills. Larry seconded. Upon voice vote bills were unanimously approved.

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