

TOWN OF
Millersburg
Town of Millersburg Town Council Meeting Minutes
November 12, 2025

Attendees: MacKenzie Taylor, Larry Randolph, Dean Smith, Dana Rutter, Avery Ferguson, Ray Rodriguez, Corey Oberlin, Vernon Miller, Gale Gerber, Rita Van Voorst, and Jason Miller.

Dean called the meeting to order.

Dean made a motion to approve the meeting minutes from October 22, 2025. Larry seconded the motion. Upon voice vote the meeting minutes from October 22, 2025 were unanimously approved.

Water: Avery informed the council about the issues he has been having with the SCATA system. Most of the issues are on the technical side. What we know at the moment is the processor will need to be replaced, more than likely we will need to pay a fee for that. Dean asked if it was weather related? Avery replied he isn't sure if some of it may be because the computer is old. Tina uses the system to draw samples and then has to access the system to overview and it isn't running as it should be.

Avery said he is nearing the end of the wastewater side of the apprenticeship and would like to begin the paperwork for the water apprenticeship. He will graduate the wastewater program towards the end of December and begin water in January. The water apprenticeship will be about 18 months.

Avery said this is related for both water and wastewater. Avery is working on getting the 10-watt locator ordered. The vendor has suggested that extra equipment can be purchased with the locator. Avery would like the hard carrying case for an additional \$150 and a rechargeable battery that will cost \$350. Total additional cost would be \$500 for these items. The council gave permission for Avery to purchase these added features. At a later time, if Avery needs it, he would like to get a coupler but this will be a little bit more expensive. The coupler will help with the frequency.

Avery began to tell the council about Wastewater Drive. Avery said technically it's not our access from what Corey discovered at a meeting with Larry Randolph and Steve Switzenberger. The company that bought the Carriage complex owns the road. Avery said, there are no issues right now but we should probably do something about it before it becomes an issue. Corey announced suddenly, the access is still ours. Jason Miller said according to county records when

Carriage went into receivership and sold to key auctioneers. They had the whole complex surveyed and (Jason has a 98-page document) it was determined a 20ft strip of land and right away and crosses land owned by Carriage INC. This survey was reported in 2015. Therefore, that supersedes and carries on what was previously arranged. In regard to the easement of the roadway all of the buildings and properties within the Carriage complex have a free clear use of it being unhindered. Jason said he can add more depth to that in his section. Jason added, looking at the situation, since you are looking, the town does have a 24 ft. easement. What's the possibility of doing an eminent domain of the roadway? Avery said, when he found out the previous agreement about the town no longer having right of way access, he emailed the attorney last Thursday or Friday and still hasn't received a response back about this. Dean told Avery to let him know whenever he finds out and we will determine the next steps we need to take.

Avery said he is going to burn up some vacation time he has left and will take off most of Thanksgiving week and the following Monday.

Community Development: The Indiana Department of Health came out with a grant submission to complete a non-match grant of \$20,000 that will be awarded for a Bicycle and Pedestrian Master Plan. MacKenzie said she has been working with MACOG on this. The grant will be submitted this coming Friday and we will wait to see when awards are given. Dean asked when we would find out. MacKenzie said she is not sure.

MacKenzie said we will have Breakfast with Santa here on December 6 from 9:00am-11:00am. MacKenzie said, if anyone knows of a Santa, please send him her way to coordinate arrangements. Dean said, he thinks he has someone in mind, let him check and get back with MacKenzie. MacKenzie also added, if anyone would like to donate any funds towards this event for doughnuts, juice, hot chocolate, or candy canes, it would be greatly appreciated.

Maintenance: Corey had information; that Steve Switzenburger (from Elkhart County) provided him with last week for the council members to look over.

Corey picked up the hot patch trailer today and got it filled up. Hot patch trailer service fee was only \$1500. They asked about putting oil in it and that would have been an additional \$1500. Corey said since there were only 60 hours on it, not to worry about it.

Corey believes he has the dump truck working. BoDicks hooked up a wrong wire to the wrong terminal. The spreader didn't work Monday morning. The entire process was a nightmare, Corey expressed, but he finally got it working.

Speed bumps have been removed at the park.

Corey finally received the signs that he ordered months ago.

Marshal: Ray said he and Robert have begun training for the new RMS system. They had a training today and another one tomorrow for 6 hours. The projection is for this to go live in a couple of months. Ray said we should be done using the old system December 31.

Ray asked if the council had talked it over about possibly hiring a part time officer. Ray said it would have to be someone that's already a certified police officer. Ray said he doesn't have anyone in mind at the moment. He isn't opposed at putting an add in the paper. Dana asked about pay for a part-time officer. Ray said he would check with Topeka's pay and come up with something from there. Dean said, let us know what you find out.

Park: Vernon began by explaining his kids are fearful of his safety when he is riding his bike around town in the winter to scoop manure at the local businesses in town. Vernon said, he likes riding his bike, he even put studs on the tires. Anyways, Vernon's children are worried for his safety and wanted to know if it's okay to use the gator, Vernon said he will put his own fuel in it) to go to the five different businesses to scoop manure. Vernon said, the only problem is, he doesn't feel the gator is street legal. The lights don't work, there's no turn signals, and a brake light is out. Vernon said he knows someone that can equip this properly for \$500 or less. MacKenzie said it would be good to equip the gator regardless as much as Vernon uses it throughout various times in the evening and morning when it's dark out. Dean, Dana, and Larry were in favor of Vernon getting the gator equipped properly and was okay with him using this in the winter, instead of his bike for work, and to scoop manure at local businesses. Vernon commended Corey on the nice job for clearing the streets when it snowed. Larry said he received a call from Judd saying thank you to the entire council for keeping the street and town clean, he had many good things to say about Corey.

Vernon added, everything has been winterized in the park.

Clerk Treasurer: MacKenzie gave the council members a print out before the meeting that detailed information about CVET and FIT from State Board of Accounts. MacKenzie asked the council to consider keeping CVET and FIT distributions the same as they have been. MacKenzie went on to explain the way it's set up for the town; we have distributions that go into the General Fund, MVH, Park, and CCD. She would like to keep it this way because each fund gets a little income instead of putting everything in the general fund. Dean and the other council

members agreed and are happy with the distributions going into the four different funds instead of putting it all into the general fund.

MacKenzie provided the council members with the 2025 retroactive amended salary ordinance which further explains call outs and holiday pay for part time employees. Dean made a motion to approve the retroactive amended salary ordinance. Dana seconded the motion. Upon voice vote the retroactive amended 2025 salary ordinance was approved.

MacKenzie provided the council members with the 2026 salary ordinance. The council looked over the 2026 salary ordinance and had no questions. Dean made a motion to approve the 2026 salary ordinance. Dana seconded the motion. Upon voice vote the 2026 salary ordinance was unanimously approved.

Old Business: Jason Miller gave Corey three pages of survey copies he was able to obtain after he originally met with us in early October. Survey specific for setting aside a 20 ft easement. Following last months meeting, Jason went and talked with Kristy Wingard from Target Holdings. Jason said he doesn't have an easement on his property he purchased. Apparently, the Carriage Complex parcels don't have easements or right of way access. Then, the following Monday Kristy did get back with Jason. Kristy told Jason he isn't going to get involved with it and he isn't going to stand in Jason's way either. Dean asked if Jason had approval of all of the 5 businesses and properties. Jason replied, the businesses said they won't get involved with it. Dean asked the other council members their thought and Dean stated he doesn't have a problem with the access for Jason Miller's property. Larry said he doesn't have a problem. Dana said he doesn't have a problem with it either. Dana said he needs to be able to get in and out. Dean asked Jason if he would put the easement in the same place he previously presented to the council. Jason replied, yes. Dean said wished Jason luck and gave permission.

Dean asked if we need to discuss the water issue complaint? MacKenzie said the resident isn't here, so it's up to you guys. Dean asked for a little more detail. MacKenzie began saying this customer is unhappy with being estimated for four months. The print outs reflect when we started estimating her bill. Before the estimation began, this customer reached out to MacKenzie about her high-water bill. MacKenzie provided the customer with a high consumption report and areas to check within the home to make sure there were no leaks. The customer did and said there's nothing leaking in the household. Another month or two went by and MacKenzie didn't hear anything from the customer. Starting in June, the customers meter wasn't reading. MacKenzie gave Avery a work order to change out the meter. Avery suggested giving it one more month before changing it to see if the meter would read. The next month rolled around and the same issue, it didn't read. Avery attempted to make contact with the

customer to call and have the meter changed. Avery didn't receive a call back. Another month went by and we had to estimate the customer again. MacKenzie made a second work order to give Avery to attempt a meter change. No contact was made from the customer. The fourth month came around and she had to be estimated again. The town left a door hanger on her door and sent a certified letter because no contact was made on this customer's end. When the customer was made aware of the certified letter, she called MacKenzie. MacKenzie explained what the letter was in regard to. Contact was then made with Avery to change out the meter. Addie went with Avery on the meter change. A couple of weeks later the customer emailed MacKenzie asking for a credit on the estimations. MacKenzie has email conversations about the difficulties in making arrangements to change out the meter. The customer was not satisfied and didn't think the town did enough on our end to reach out to her. She admitted she saw the door hanger and disregarded it because she didn't understand what it was for. Dean said it sounds like the customer had ample opportunities and to make contact with MacKenzie or Avery and never did. Dean said he doesn't feel like we should issue back any sort of credit. Dana agreed he is good with not issuing a credit. Larry said he agrees as well. Dana said, the estimated bill doesn't even seem that high like some bills we've seen in the past were hundreds of dollars.

Rita asked the council who is responsible to clean leaves out of the drain? Corey said it's probably his.

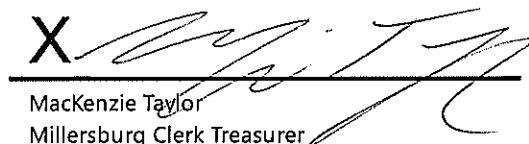
Dean made a motion to pay bills. Dana seconded the motion. Upon voice vote bills were unanimously approved.

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

Reminder, the next and last council meeting for the year will be on December 10th at 5:00pm.



Dean Smith
Millersburg Council President



MacKenzie Taylor
Millersburg Clerk Treasurer