

Milford Town Council
Special Meeting , Tuesday, November 7, 2017
6:00PM at Milford Town Hall

Present: Bob Cockburn and Doug Ruch

Ross Hagen, Umbaugh Assoc.

Absent: Dan Cochran

Doug opened the meeting and turned it over to Ross Hagen, our CPA from Umbaugh who presented the new Sewer Bond Ordinance 2017-10 regarding the refunding of the present sewer bond from 2004 and the new bonds for the upgrades to the sewer plant.

Ross explained this new proposal would be at a lower interest of 3% , so will be saving the town as the present interest rate of 4%. He stated we now enter a period of a 20 day remonstrance period and they should be able to sell bonds the last week of November.

Ross suggested we suspend the rules so as not to have a second reading, we could go right to the approval. Doug so moved with Bob 2nd and both agreed.

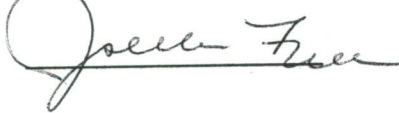
Doug moved to approve the 2017-10 ordinance with Bob 2nd and both agreed.

Since there was no further business Doug moved to adjourn. Bob 2nd and both agreed.

Milford Town Council


Robert C. Cockburn

Attests:


Joelle Free

Milford Town Council

Monday, November 13, 2017

7:00pm @ Milford Town Hall

Present: Doug Ruch and Bob Cockburn

Absent: Dan Cochran

Bob opened the meeting with the pledge of allegiance and prayer.

The first item on the agenda was the review of the minutes from the previous meeting, Doug moved to accept the minutes as written and Bob 2nd and both agreed.

Town Attorney Jay Rigdon gave a verbal report on the meeting that Building Inspector and Ron Davidhizer had regarding his five properties. He stated that Mr. Davidhizer agreed that repairs that were requested needed to be made. He was given a list of those repairs and was advised to make those repairs asap. He was reminded that this has been a two year long process. He was requesting the penalties be removed and Tom advised him, only the Council could adjust the penalties and would not talk penalties until all repairs were made. Jay advised council there is nothing more for them to do, the ball is in his court.

Under Public Input, Harry Doty was present and requested the town allow him to have horses at his property again. He asked the council to send a recommendation to the BZA so that could happen. His daughter Janie was also present and stated due to a divorce she needed to bring the horses back to her Father's property. Attorney Jay Rigdon explained the original agreement the town had with Harry was no longer in effect since the horses had been gone longer than six months. So they were approaching the council requesting a new agreement. Councilman Dan Cochran was absent, but had made it known he wanted to be a part of this discussion and asked the matter be tabled until next month. Bob so moved with Doug 2nd and both agreed.

Ryan Brauen, Wessler Engineer was present and presented the council with a bid sheet, detailing all of the bids opened at the October meeting. He stated he reviewed the bid package and the bid documents appear to be complete and Mason, based on the evaluation of their experience and qualifications, they should be capable and qualified to perform the work required.

Doug moved to enter into an agreement with Mason Engineering for \$606,000.00 to perform the work on the Wastewater Treatment Plant Improvements. Bob 2nd and both voted yes. They signed the Notice of award letter.

Councilman Ruch asked if the financing was on schedule with the project and Joellen and Ryan stated yes, Umbaugh projects they will be selling the bond at the end of this month.

Ryan presented an agreement to the council regarding a study into the feasibility of taking the sewer to Camp Mack, the cost of the study is \$8500.00. The Camp

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had approached the town last summer and asked if this was a possibility. After some discussion Doug so moved with Bob 2nd and both voted yes.

Departmental Reports:

Fire Department:

Chief Brian Haines was present and reported they would be selling the old grass truck now that they have purchased a new one. Brian requested that the Fire Department place a 14' x 24' shed at the Town's shop land north of town. Doug so moved with Bob 2nd and both agreed.

He reported that the Fire Department will have a slate of new officers next month and he would bring a list.

Police:

Chief Marsh reported that Officer Tim Miller is doing well and will be back to duty the 1st of December. He will take two weeks of vacation at that time and will still have two weeks remaining and is requesting to either move those weeks to 2018 or be financially compensated. Doug moved to pay him straight time for the two weeks of vacation, Bob 2nd and both agreed.

He requested that the town be authorized to participate in OPO and DUI Grant programs 2018. He also reported that procedures had changed and we have implemented those changes.

Chief Marsh requested the council approve accident & sickness insurance at a rate of \$183/per month, this new mandate takes effect in 2018. He presented the plan that our insurance agent has provided and after some discussion, Doug moved to purchase the insurance for reserve officers at a rate of \$183/per month, Bob 2nd and both agreed.

While discussing insurance, Councilman Ruch asked, do we have insurance covering the reserves while on duty under our workman's comp. Joellen stated she would check with our agent regarding the coverage for reserves.

The last item Travis brought before the council was the Inter-local agreement between Kosciusko County and the Town of Milford for terminal services data. Doug moved to enter into the Inter-local agreement with the county, Bob 2nd and both agreed.

Utilities:

Street Super reported that leaf pickup has had a slow start with leaves not dropping very quickly. They would keep picking up leaves up to the Friday before Thanksgiving.

He reported Phend & Brown have started milling selective streets and will begin paving soon..

Steven presented a proposal from USI Consultants for the year 2018 for \$5000 to update the asset management plan. Doug moved to enter into the agreement with Bob 2nd and both agreed.

Steven presented quotes from Advanced Disposal and Sweetheimer Trash for trash collection. Sweetheimer quoted \$8/per resident with or without trash container. Advanced Disposal quoted \$12.35/ per resident with trash container. Doug moved to enter into a contract with Sweetheimer for \$8/ per resident and with trash containers. Bob 2nd and both agreed.

Steven presented the sweeping contract from the State for sweeping State Rd 15, we receive \$324.00 for our services, Doug so moved with Bob 2nd and both agreed.

He reported that there are some trees at the well field that need to be cut down, Wawasee Tree Service has given a quote of \$800.00. Doug moved to have those trees cut down with Bob 2nd and both agreed.

Steven reported that well #4 will be treated soon. We will be calibrating the meter on December 12.

He reminded residents to make sure their meter is in a meter pit or a heated area so as not to freeze.

Steven reported all of his employees have attended the Confined space safety classes.

He stated he is looking into atmospheric device sensors and will report back to council.

Wastewater:

Wastewater Operator Mark Brubaker gave written reports on his duties and time spent, commenting on his need for additional help. He feels there is a discrepancy in the Utilities employees' time in his department and the time that is charged his department. Utilities Super Steven stated he has kept very good records with time in each department recorded and will make a spread sheet at the end of the year to show exactly how many hours worked in each area.

Mark reported that Sweetheimer's sludge pickup will increase \$150/ per container for 2018.

Clerk:

Joellen requested the council purchase a new projector to be used by the many groups who rent the community building. It would be installed in the ceiling and is wireless. The Epson projector costs \$699. Doug asked Travis to check the TV that is in the community building and if it couldn't be used, then we could purchase the projector for \$699.00, Bob 2nd and both agreed.

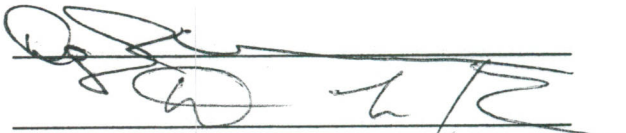
Joellen asked if the council wanted to talk raises. Doug moved to formulate that a percent of total salaries be calculated and then divided equally among the employees, Bob 2nd and both agreed.

They decided to wait until the December meeting to decide of the amount for the increase.

Doug moved to approve the accounts payable voucher with the additions. Bob 2nd and both agreed.

Since there was no further business Doug moved to adjourn with Bob 2nd and both agreed.

Milford Town Council



Robert C. Cookburn

Attests:

