

## MILFORD TOWN COUNCIL EXECUTIVE MEETING

TUESDAY, OCTOBER 1, 2019

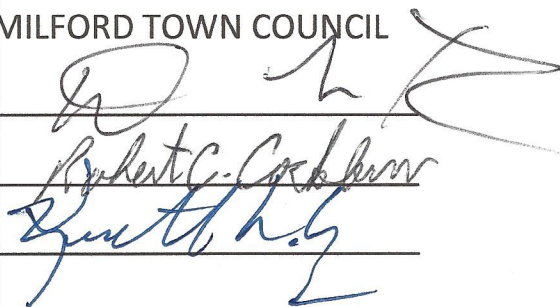
7:00 PM AT THE MILFORD TOWN HALL

Present: Doug Ruch, Ken Long, Bob Cockburn, and Jay Rigdon

IC 5-14-1.5-2 &amp; IC 5-14-1.5-6.1(b)(5)

REASON: TO RECEIVE INFORMATION ABOUT AND INTERVIEW PROSPECTIVE  
EMPLOYEE

MILFORD TOWN COUNCIL

  
The block contains three handwritten signatures in blue ink, each written over a horizontal line. The signatures are stylized and appear to be those of Robert C. Cockburn, Ken Long, and Jay Rigdon.

ATTESTS:

  
A handwritten signature in blue ink, written over a horizontal line. The signature is stylized and appears to be that of Patricia Gall.

Patricia Gall

## MILFORD TOWN COUNCIL MEETING

MONDAY, OCTOBER 7, 2019

7:00PM AT THE MILFORD TOWN HALL

Present: Doug Ruch, Bob Cockburn, and Ken Long

Doug opened the meeting with the pledge of allegiance followed by Ken Long with a prayer.

A motion was made by Ken Long to approve the minutes from the prior meetings. Seconded by Bob Cockburn. All agreed and motion carried.

Marshal Derek Kreider presented Marcus Boyer as a candidate for Milford Town Deputy to fill RJ Plummer's position. Ken moved that we hire Marcus Boyer. Bob seconded. All agreed. Tricia Gall swore him in.

Attorney Report:

- Bill Davis, attorney for Mr. Davidhizer, was present and handed out a letter regarding steps to be taken to improve the Davidhizer properties: 605 Kinwood, 315 William Street, 313 William Street, 105 Maple Street, and 317 William Street. Mr. Davis requested of the council to remove the fines that were assessed and remove the properties that were listed in the October 2019 tax sale. Discussion was held regarding the timeliness of any visibility of repairs and changes to the status of the properties. No motion was made and no action was taken by the council.
- Opioid Litigation – We received notice that we are included in a National Prescription Opiate Litigation suit unless we opt out of it. No motion was made and not action was taken by the council.
- EMS Agreement – Town attorney was on vacation and was not able to review before the meeting. It was tabled until the next meeting.

Public Input:

- Ken Long stated that he had misspoken previously during a budget discussion about the percentage of increase in the budget for employees and that it was not the percentage he stated. He apologized for the error.
- Sue Heuer, 103 S. James Street, was present and submitted a complaint about the bus stop safety at Emeline & James street. She stated she has already talked to the Director of Transportation at Wawasee Schools and they have evaluated and are not going to change the bus stop at this time. He mentioned that she should discuss with the town the lack of sidewalks, as well. According to Heuer, there are OCRA grants available for small towns for sidewalks. Discussion was held surrounding safety precautions by the bus drivers and the fact that there are a lot of sections of town without sidewalks. Officer Kreider is going to follow up with the school regarding the request.
- Milford Food Bank has a Board of Zoning Appeals hearing October 8, 2019 at 8:30 a.m. regarding a variance to allow a loading dock @ 13 feet from the right-of-way & 3 feet from a sideline. Ken moved to submit a letter of no objection for the request and notify the BZA. Bob seconded. All Agreed.

- Alan Tio, CEO of KEDCo will be speaking at the Kiwanis meeting Friday morning. Gathering starts at 6:30 a.m. with a program at 7:00 a.m. All are invited.

#### Fire Department:

- Thank you to the community for their support of another successful Chicken BBQ. The event could not be a success without the community's support.
- Brian Haines indicated that over time they need to modernize their equipment. There is more use of self-contained breathing apparatuses. They are currently looking at their options via grants. Upgrading their air packs will not only allow them to get more breathing time for a firefighter, it also will use a PASS alarm which is a safety precaution for firefighters. It will also allow them to be NFPA compliant without having units that were grandfathered in. They will have hard numbers for future meetings and will be working with the township trustees also. They could also possibly apply for a K21 grant. That request would be due by Nov.
  - Steve Marquart mentioned that we should also look at getting packs and training for the water and wastewater plants.

#### Police Report:

- Marshal Kreider mentioned that WSBT came and did an interview about 3 months ago regarding our active shooter kits and it aired this past Thursday.

#### Wastewater:

- There will be a school tour (Mariah Roberts Class) at the wastewater treatment plant on 10/23/19.
- Today they finished the driveway at the treatment plant.
- New RAS pump is to be installed on 10/21-10/22.
- Still waiting on a quote from Merrell Bros on the closure of the ponds.
  - Previously we had received a quote from them in the amount of approximately \$41K.
  - Wealing Brothers quoted a price of \$.13/gallon plus a \$5,000 mobilization fee.
    - We can run clean water through our plant to save money.
    - Also with Wealing Brothers, they will work to get us a land apply permit in the Town of Milford's name, but need to look into the requirement of having 180 days.
- Question was raised regarding payment of the sewer camera work. Tricia Gall let the council know that the sewer camera work could be completed out of Riverboat funds. This was approved to be completed with this finding at the previous meeting.

#### Street:

- Fall clean-up was a success. We had 121 loads show up, not counting people who came before and after. We filled 6 30-yard dumpsters and 2 30-yard dumpsters of scrap metal.

- The scrap metal dumpsters go to decrease the cost of the dumpsters.
- We hope to continue with this program in the Spring.
- Leaf season will begin the second week of October. We will start picking up piles as we have enough to justify getting equipment out so it may be a few days before piles will be picked up until we get into the full swing of things. Please remember to remove trash, sticks and rocks from leaf piles. These can damage our equipment. Also please put piles in long narrow rows on top of the curb (off the road) and do not place them near cars or mailboxes to avoid damaging any property.
- We have sprayed for mosquitos for the last time for the season on 10/1 due to the Triple E nearby.

Water:

- It has been discovered that CTB has an erroneous charge in the amount of \$1,037.66 for water. Doug moved to approve refunding of the billing errors in the amount of \$1,037.66. Ken seconded. All agreed.
- Steve mentioned to the council that he is not getting the warranty work back on the meters that are sent in for repair. This has happened previously. Before there was a meeting with the Master Meter rep. 2013 is when they were purchased (515-520 meters).
  - Doug requested a list with the date purchased and a copy of the meter warranty and he will attempt to make some calls to investigate further.
- Steven reported they are planning on flushing hydrants on October 9<sup>th</sup>.
- They also will be conducting the town's ISO ratings on the flow of hydrants. This is the rating that is used by insurance companies to set insurance rates within the town.
- GIS work is in process and will be for some time so if you see the marking of valve boxes and sewers, this is what it's for. This is part of the town's asset management plan.
- We have been talking with M.E. Simpson to get prices for certifying our water and sewer audits that we will be working on in December.
  - We need to put water meters in the Fire Department, Community Building and Town Hall. There must be some plumbing work done to install these meters. Steven has contacted Dan Leismer to get a quote. This is also part of the water and sewer audit.

Park:

- The cash box has been moved and a pad for the Portable restrooms has been poured. New pier guards have also been installed.
- The pier will be taken out after we have asked around and see the amount of boats left in the water. When it gets cold, it will be taken out regardless.
- Grills will start to be covered and trash cans removed this week.
- We are still waiting on new signage to be made for park parking and vehicles in the park.

Clerk:

- Cyber Security is part of all the departments. IDEM has been increasingly concerned with this topic. We have spoken to Michael Williams from Microbyte Enterprise about helping the town with its infrastructure needs to ensure we are compliant with IDEM regulations, as well as, the National IT Standards. We should be receiving a quote on the items needed to get us started and setup. Tricia gave a copy of the Non-Disclosure agreement to Jay Rigdon to review. Currently, Tricia is working with Brandon Shipp to get the items done necessary since the computer system also contains the police computer system.
- An executive session was set for Tuesday, October 29<sup>th</sup> to discuss Personnel items.
- The Keystone Fund upgrade went well today, but because of the timing, we do not have the September Bank Reconciliation for this meeting. It will be presented at the next meeting.
- Ordinance 2019-7 for Appropriations and Tax Rates was presented. There were no changes from the advertised amounts. Bob moved to adopt Ordinance 2019-7. Ken seconded. They both agreed. Doug abstained.
- A copy of the Cargill Notice of Public Comment was distributed in the packets to the council. There were no comments.
- Doug moved to change the date for the next Milford Town Council meeting will be on Monday, November 18<sup>th</sup> at 7:00 p.m. due to Veterans Day falling on the regularly scheduled meeting date. Ken seconded. All agreed.
- The office will be closed on October 17<sup>th</sup> and November 1<sup>st</sup> for training. Doug moved to approve and Ken seconded. All agreed.
- The office will post alternate hours for October 15 – October 23. Bob moved to approve and Ken seconded. All agreed.
- Tricia presented ideas for the town's annual Christmas party. Motion was made by Bob to attend dinner and a show at Amish Acres on the first Friday of December for the town's annual Christmas party. Ken seconded. All agreed.

Accounts Payable Voucher – Ken moved to accept the APV with the additions. Bob seconded. All agreed.

There was no further business, Ken moved to adjourn and Bob seconded. All agreed.

Milford Town Council



Attests:



## MILFORD TOWN COUNCIL EXECUTIVE MEETING

TUESDAY, OCTOBER 29, 2019

6:00 PM AT THE MILFORD TOWN HALL

Present: Doug Ruch, Ken Long, Bob Cockburn, and Tricia Gall

IC 5-14-1.5-2 &amp; IC 5-14-1.5-6.1(b)(6)

REASON: PERSONNEL ITEMS

MILFORD TOWN COUNCIL


ATTESTS:



Patricia Gall