

## MILFORD TOWN COUNCIL MEETING

MONDAY, JUNE 10, 2019

7:00PM AT THE MILFORD TOWN HALL

Present: Doug Ruch and Bob Cockburn

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

A motion was made by Bob to approve the minutes from the prior meetings (5/13, 5/13 Hearing, 5/22). Seconded by Doug Ruch. Both agreed and motion carried.

Attorney Report: No Report.

- Question on the Sound Ordinance – Jay stated he would bring to the next meeting.

Public Input:

- The Town Council presented the Milford Public Library with a certificate of Appreciation for their 100 years of service to the Milford Community.
  - They announced their annual party on June 28<sup>th</sup> they will have all day drawings from 10-6 and free ice cream and a barbershop quartet from 7-9 p.m.
- The Town Council presented the Milford Lions Club with a Certificate of Appreciation for their 75 years of service to the Milford Community.
- Tricia Gall, Milford Fest Committee Chairman, expressed thanks from the Milford Lions Club for the assistance from the town (street dept, police, clerk's office) for a successful Milford Fest.
- Alan Tio, Kedco, was present to explain the role of Kedco, examples of work currently underway, and about future ideas for Kedco.

Fire Department:

- Thank you to the community for a successful photo fundraiser.
- Thank you to the community as they sold out of Ribeye sandwiches at Milford Fest.
- Note to the public to remember to drive carefully and pay attention.

Police Report:

- Heard from Button Dodge today and they are working on getting the 2019 Squad Car upfitted.
- Grant has been submitted to the DOJ for body cams.
- New car radar units could arrive anytime.
- Have tested the Getac body cameras for the last week and it is going well. We have them for 30 days. The officers underwent training the past week.

Wastewater:

- Mark received a quote from American Pump Repair & Service. He should be receiving another tomorrow. When put another in, he would like to upgrade the impeller.

- Mark also reported that Biowaste is not running as the equipment has not yet been fixed.
- Increase of bagging of solids to the effect of 2 bags a week.
- Still a need for training at the plant.

Street:

- Milford Fest was a great success. We had a little rain, but it did not stop the festival.
- Paint is almost finished. There are still stripes to paint down the center of Syracuse and South Main.
- Mosquito season is here so please look at the mosquito checklist that will be handed out with the annual CCRs this year. These are tips to help you and the town in controlling mosquitos.

Water:

- CCRs (Consumer Confidence Reports) will be handed out the next couple of weeks.
- Beer has started on water projects last week so be sure to keep an eye out for construction on improvements on our aging water system.

Park:

- Storms have caused some of the trees at the Park to become dangerous and need to be cut down or trimmed up. There is a quote from K&K Tree Service in the amount of \$6,000.00 to complete this work. There are approximately 65 that need to be climbed to do this. A lift can not be used due to the wet grounds.
  - Doug moved to approve tree removal and trimming at the park not to exceed \$6,000.00. Bob seconded. Both agreed.
- We have two lifeguards: Kali Wolf and Katelyn Trimble.
- Steve stated the concession stand is still open for someone to run. He requested that the town hire a person to run the stand. Its not as much about making a profit as it is about providing a service to the public. We have tried to outsource it for several years, and it has not been working. It would be suggested that we open on Fri, Sat, and Sun which would be approximately 128 hours a year.
  - Doug moved to allow park superintendent to seek out an employee for the concession stand not be more than 24 hours per week at the same rate as the lifeguards. Bob seconded. Both agreed.

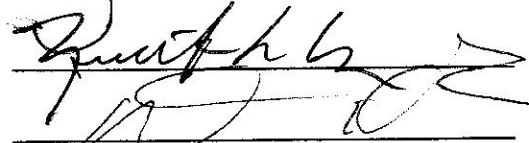
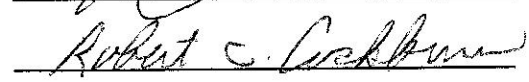
Clerk:

- Tricia Gall presented the May 2019 Bank Reconciliation for review and approval by the council President.
- Caucus is Tuesday, June 18<sup>th</sup> at 7:00 p.m.
- Tricia requested mileage reimbursement for attending DLGF Budget Training on Wednesday, June 26<sup>th</sup>. Doug moved and Bob seconded to reimburse mileage for this training. Both agreed.
- Dates for the Budget Workshops were set for Thursday, June 20 and Thursday, June 27<sup>th</sup> at 6:00 p.m.

- The Clerk's office will be closed on July 4, 2019 and will close at 4 p.m. on 6/12, 6/26 and 7/3. Bob moved to approve and Doug seconded. Both agreed.
- Wanted to state that the new Wastewater rates will take effect in July so you will see the increase on your August bill.
- There was a question on the bakertilly outstanding item. It is still being researched.
- Bob moved to approve Accounts Payable Voucher with additions. Doug seconded. Both agreed.

There was no further business, Bob moved to adjourn and Doug seconded. Both agreed.

Milford Town Council

  
  
Robert C. Coburn

Attests:



## MILFORD TOWN COUNCIL BUDGET REVIEW MEETING

THURSDAY, JUNE 20, 2019

6:00PM AT THE MILFORD TOWN HALL

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

Doug opened the meeting.

Discussed upcoming public hearing notifications:

- Public Notice Hearing Notice for the Milford Food Bank
  - Bob moved that the Town of Milford has no objection. Ken seconded. All Agreed.
- Public Notice Hearing for Noah Anderson
  - Ken moved that the Town of Milford still has no objection. Bob seconded. All agreed.

Wastewater Budget Review:

- Mark presented the 2020 Wastewater Budget.
  - 4% wage increase and portion of 1 additional worker that will be shared with MVH and Water, as well.
  - Time was spent discussing a large increase in line 362 for bags. The amount of bags we have been using has increased. He has used 9 bags in 12 weeks. We now have a flow meter which should increase our accuracy. We could look into supplementing with land application, but would have to look into the requirements further. Mark is looking into getting the best price possible for bags.
  - Mark is also going to look into alternatives vendors and pricing for propane.

General- Police Budget Review:

- 4% increase in wages. Derek wishes to increase the pay for the officers more than just an average increase to try to keep more of the experienced officers on staff. The market for new police officers is becoming extremely competitive.
- Training Line 131 – With the addition of a new officer, the cost for mandated and additional training will increase.
- Supplies Line 223, 224 – With the addition of a new patrol vehicle, the suggested increase will handle basic service requirements. Doug suggested that we switch to fully synthetic oil if we have not already.
- Uniforms Line 244 – With the addition of a new officer and several new reserve officers, the suggested increase will meet basic uniform needs. Discussion was held on increasing what is considered basic uniform needs and allowing 2 sets of shirts and pants for each officer. Budget was increased to 6,000 for this.
- Travel Line 322 – Increase is due to the Town Marshal needing to attend Chief's school and an officer attending academy.
- Communication Line 323 – Increase is due to the need for cloud storage of the body cam footage if the grant is obtained to purchase them.

- Additional information was provided regarding a grant to apply for a new police vehicle.

#### MVH Budget Review:

- 4% wage increase and portion of 1 additional worker that will be shared with Water and Wastewater, as well.
- Engineering 305 – Increase as we need to do a USI Asset Management Plan for the Community Crossings Grant.
- New Town Welcome Signs Line 436 – Town welcome signs need to be redone. Quote was received for an estimate on cost of replacing with engraved stones.
- Mach & Equip Line 441 – The last time a vehicle was purchased for MVH was in 2009. Plan is to retire the 2000 used at the Wastewater plant with the 2004. There is a possibility of also getting a wench for pulling pumps and also a cab for meeting travel if we upgrade the vehicle.

#### Park Budget Review:

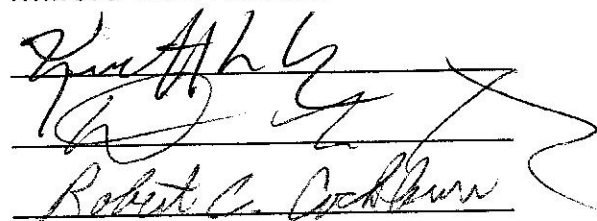
- Add Concession stand employee.
- Included the cost to upgrade the security system due to the thefts at the park. This will add cameras and save more data.

#### Water Budget Review:

- 4% wage increase and portion of 1 additional worker that will be shared with MVH and Wastewater, as well.
- Capital Improvements 431 - Water improvements planned are looping in dead ends in the water system. Hoping to have fence completed this year so removing from next year's budget.
- Improvements Other than Buildings 441 – Need a mixer in the tower and also a generator out at the water tower if not completed in 2019.

Bob moved to adjourn and Ken seconded. All agreed.

Milford Town Council

  
Robert C. Cochran

Attests:



MILFORD TOWN COUNCIL BUDGET REVIEW MEETING

THURSDAY, JUNE 27, 2019

6:00PM AT THE MILFORD TOWN HALL

Present: Doug Ruch, Ken Long, Becky Alles, Todd Haines, Tricia Gall, and Shanna Maust

Doug opened the meeting.

Fire Chief, Todd Haines, submitted the Milford Fire Department Budget. The amount to be paid by Van Buren Township and The Town of Milford will remain the same as it was in 2018. For the Town of Milford, the amount is \$31,325.00.

Reviewed the General budget with below comments:

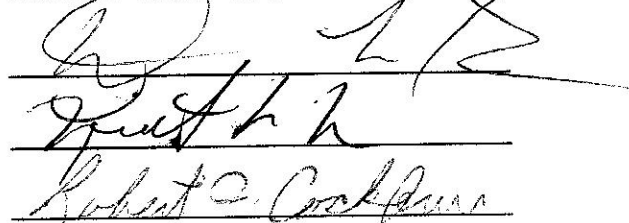
- 4% increase in wages
- Employee Insurance estimate of 15% received from agent
- Increased several areas to absorb the Community Building which is currently operating in a deficit. (i.e. Repairs & Maintenance, Utilities, etc.)
- Budgeted for new Keystone Fund software as they are no longer supporting the Budget software that we use.
- Tricia needs to look up the ordinance and discuss with Steve the amount for hydrant rental and the amount of hydrants to confirm the amount on this line. Possibly also discuss this at the next redevelopment meeting, as well.
- Discussed using 391 Dues & Fees for Financial Advisor assistance, as needed.
- Trash Pickup: 2020 is the last year of our current multi-year contract. There is an annual 3% increase in our current contract.
- Add a line for Buildings in the amount of \$100.00.

Other Funds Discussed with amounts:

Riverboat	\$30,000
Rainy Day	\$30,000
Local Road & Street	\$50,000
Cum Cap Imp (Cig Tax)	\$45,000
LIT Econ	\$150,000
Redevelopment (TIF)	\$150,000
Cum Cap Imp (Tax Rate)	\$100,000
Cum Cap Development	\$100,000
Cum Sewer	\$100,000

Ken moved to adjourn and Doug seconded. Both agreed.

Milford Town Council



Attests:

