

MILFORD TOWN COUNCIL MEETING

MONDAY, JUNE 14, 2021

7:00PM AT THE MILFORD COMMUNITY BUILDING

Present: Doug Ruch, Ken Long and Bob Cockburn

Doug opened the meeting with the pledge of allegiance and a prayer.

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

Attorney Report:

- Jay Rigdon gave the town council the Private Employment Approval Agreement they had requested previously.
- He also discussed the Davidhizer litigation. The transcript of the hearing was finished a week ago so that part of the process is complete.
- Jay also discussed the demolition order for 410 W Catherine Street. Tricia Gall stated that the letter sent to the homeowner was sent back in the mail. Jay is going to verify, but he believes because the letter was returned the time would start from when the letter was sent.

Public Input:

- The Milford Fire Department and the Town of Milford presented Certificates of Appreciation to John McQuade & Micah Mansfield for their quick-thinking and rescuing the parties from the second floor of the fire on 410 W Catherine Street.
- Robert Bucher from Office Concepts was present to discuss the replacement of copiers. He gave an overview again of the options and was available to answer questions. Micheal Williams was also present to discuss their option and answer questions. Tricia Gall presented the council with an overview of the three quotes. Discussion was held. Ken moved that we purchase the copier from Microbyte Enterprise in the amount of \$2,835.00. Bob seconded. All agreed.
- Jay Urbin asked about the status of the Catherine Street property. Jay Rigdon let him know that a demolition notice has been sent to the homeowner and they have 60 days from the letter to comply. The town will then have 3 options: 1) imposing fines 2) establish receivership 3) tear the property down.

Fire Department:

- Fire Chief, Virgil Sharp, reported they are expecting to receive their new truck that is being purchased by the township trustee in early fall. This truck is replacing two of their vehicles. One of these is the Rescue Truck that is owned by the town. This truck will be available for auction when the new truck comes in.
- Virgil also discussed that the county fire association is pushing everyone go to 800 radios. Currently they have VHF. They currently have a small amount of 800 radios to accommodate Elkhart County. They have applied for a federal and state grant and are now applying for a grant through K21

Foundation. The total cost of the project is approximately \$118,000, which includes 5 truck radios, 18 handhelds, and 30 pagers. The federal grant is a 20% match, state grant is a 0% match, and K21 is a 10% or optional match. They are meeting with Van Buren Township to discuss funding for the K21 grant. Tricia Gall and Ken Long will also be attending the township meeting.

Police Report:

- Marshal Kreider requested permission to purchase a 2012 Dodge Charger from the City of New Castle in the amount of \$6,500 for the department's reserve officers with the money fundraised by the reserves' raffle. The only additional piece of equipment that will be needed for the vehicle is an 800 radio at a cost of \$3,217.87 which will be paid with the remaining reserve funds and then the balance from the police budget. Ken Long moved to adopt Resolution 2021-3 for purchase of the vehicle from the City of New Castle and also approve purchase of the radio. Bob seconded. All agreed.
- Marshal Kreider also requested permission to promote Milford Officer Tom Waikel to Chief Deputy to replace the vacancy left by Officer Miller's retirement. Bob moved to promote Officer Tom Waikel to Chief Deputy. Ken seconded. All agreed.

Wastewater:

- Biowaste is having an Open House on June 24th from 11-3 p.m.
- Biowaste started flowing April 1st. All has been good with over 1,000,000 gallons sent to the town.
- Mark requested approval to camera West Street's sewer main. R&R Visual has done work for the town in the past. The cost is \$1/foot with a minimum of 1,000 feet. Mark will also have a Biowaste truck to pump the man holes down so they are free from water. Ken moved to approve the work by R&R Visual on West Street. Bob seconded. All agreed.
- Mark stated that he is looking into solar power to see if the cost is justified to pursue it further.
- Mark also presented the council with the Approval of the Pond Closure Plan received from IDEM.

Street:

- Street Superintendent, Steven Marquart, reported that Milford Family Fun Fest was a great success.
- He also reported that he looked into the cost of getting street lights on Sixth Street and the rest of North Park by NIPSCO is \$10,472 for 13 lights. There is also a monthly fee for the street lights in addition to the installation cost.
- Steven also reported that the next round of CCMG grants starts 7/5 and ends on 7/30. He requested permission to apply for the CCMG grant. Ken moved to allow for Steven to apply for the CCMG grant. Bob seconded. All agreed.

Water:

- Steven presented quotes for the replacement of a valve in the Well House that was flagged by the IDEM inspection. The cost of the 8-inch valve with gaskets is \$1,225.21 from EJP to be installed by town employees or \$2,723.00 to be installed by Peerless Midwest. Discussion was held. Ken moved to approve the quote for parts from EJP in the amount of \$1,225.21 as Steven stated he felt comfortable completing the repair with town employees. Bob seconded. All agreed.
- Steven reported to the council that the Milford Redevelopment Commission approved to pay for the replacement of a valve along SR15 at last month's meeting. The work will be completed by Beer & Slabaugh in the amount of \$11,900. Copies of the quotes were in the council packets for their information.
- The Water department will be handing out CCR reports and other items of information.
- Steven gave a reminder that MACOG (Michiana Council of Government) will be going door to door asking a few questions. These questions are being asked to assist us in receiving grants to improve our water and wastewater infrastructure. The time they are planning on being out is Wednesday, June 16th in the evening from 5 pm to 8 pm.
- The Milford Water Department is planning on flushing hydrants on July 7th.
- Steven requested permission to pursue the SWIF grant with the help of Commonwealth Engineers. This grant could assist with Lead and Copper Rule service line replacement along with other water and sewer projects. Ken moved to approve application for the SWIF grant with the help of Commonwealth Engineers. Bob seconded. All agreed.

Park:

- Steven reported that he is still currently looking for a concession stand worker for the park.
- He also reported that we currently have 3 lifeguards.

Clerk:

- Tricia Gall, Clerk-Treasurer, presented the May Bank Reconciliation for approval. Ken moved to accept the bank reconciliation. Bob seconded. All agreed.
- Tricia Gall reported that Town Hall will be closed on July 5th in observance of the Fourth of July holiday.
- Tricia Gall requested permission to purchase Archive Social to archive the social media site for the Town of Milford and the Milford Police Department. Discussion was held. Doug moved to approve for a trial of one year in the amount of \$2,988. Bob seconded. Both agreed. Ken Long voted against.
- Tricia Gall presented Ordinance 2021-6 which is an amendment to the salary ordinance for the hiring of RJ Plummer at the last meeting. Ken moved to adopt Ordinance 2021-6. Bob seconded. All agreed.

- Tricia Gall gave an update on the Forward Kosciusko project regarding the Kosciusko County and Milford Comprehensive plans. Thanks to all who participated in the Kosciusko County public meeting at the Milford Elementary School. We will have an additional public meeting about the Milford plan specifically soon. We are currently finalizing the date.
- Tricia Gall gave the Council information on Invoice Cloud, as well as, a quote for their services. She would like to consider this in the future. She asked for them to let her know if they have any questions.
- Tricia Gall requested dates for the 2022 budget meetings. Dates of July 13th and July 14th at 6:00 p.m. were picked. Tricia will coordinate with the department heads and the fire department.
- Tricia Gall reminded the council of the Executive Session scheduled for June 17th at the Milford Town Hall at 6 p.m.
- The Governor's Order 21-14 renewed the public health disaster emergency through July 1st.

Accounts Payable Voucher:

- Tricia Gall presented the APV Registers dated 05/11/2021 through 06/14/2021. Ken moved to approve the APV Registers from 05/11/2021 through 06/14/2021. Bob seconded. All agreed.

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

Milford Town Council

Robert C. Cockburn

Attests:

MILFORD TOWN COUNCIL EXECUTIVE SESSION

THURSDAY, JUNE 17, 2021

6:00PM AT THE MILFORD TOWN HALL

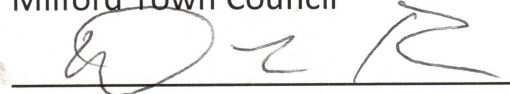
Present: Doug Ruch, Ken Long, and Tricia Gall

IC 5-14-1.5-2 & IC 5-14-1.5-6.1(b)(9)

REASON: PERSONNEL ITEMS

No business other than defined above was discussed.

Milford Town Council

Robert E. Callender

Attests:



MILFORD TOWN COUNCIL EXECUTIVE SESSION

MONDAY, JUNE 28, 2021

6:00PM AT THE MILFORD TOWN HALL

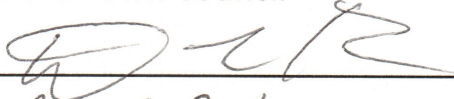
Present: Doug Ruch, Ken Long, Bob Cockburn and Tricia Gall

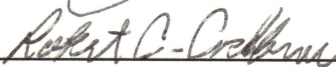
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REASON: PERSONNEL ITEMS

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Milford Town Council





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