

MILFORD TOWN COUNCIL MEETING

MONDAY, JANUARY 9, 2017

7:00PM AT THE MILFORD TOWN HALL

Present: Doug Ruch and Dan Cochran

Absent: Bob Cockburn

Scott Reust from Rockhill Pinnick sat in for Jay Rigdon

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

Since there were only two council members available for the meeting, they decided to wait until the next meeting to elect officers.

The next item was the review of the minutes of the previous meeting. Doug moved to approve as written with Dan 2nd and all agreed.

Under public input, Ross Hagen from Umbaugh and Associates presented the proposed wastewater rate ordinance 2017-2. He reviewed the ordinance with the council and the Clerk will advertise and the town will hold a public hearing at the next scheduled meeting on February 13, 2017. Doug moved to go forward with the advertising.

The next item discussed was the unsafe housing problem. The Building Commissioner Tom Bulger presented a report whereby he did a drive by of six properties in question and reported no improvements have been made. The Town Attorney told the council we have three options; 1. We can fine \$2500 for each property out of compliance; 2. We can get a court order to get properties in compliance or 3. Go to court and request a receiver to take over the properties to get them in compliance.

After a lot of discussion, Dan moved to take the next step and fine the owners the \$2500, Doug 2nd and both agreed. The attorney will begin the process.

Megan Carr from Wessler was on hand to present the council with the 60% Design Drawings for the sewer upgrades. She reviewed the plans with the council and stated we are right on track with the plan.

Department Reports:

Brian Haines, the new Fire Chief, introduced himself and the new officers. The Fire Protection Agreement was presented to the council for signing. Since Doug is unable to sign due to being a Fireman and Bob was absent, Dan made the motion to accept the agreement and Joellen as Clerk Treasurer 2nd and both voted yes.

Police:

Chief Miotto presented a quote for a new main computer in the office at a cost of no more than \$1550.00. Doug so moved with Dan 2nd and both agreed.

He asked to table the gun discussion.

He brought up the policy on Narcan, a couple of meetings ago, Travis had presented a policy for review and ask it be voted on. The council requested it be

given to them again to review. The Clerk will include it in the next month's packet.

They have ordered four vests and they should be here soon.

The 2008 Reserve Car is in need of some touch up paint, they can use spray paint and do it themselves.

Complaints of high speed travelers on south Main St. are being met with more patrolling and issuance of tickets. Rich stated he will be contacting the county and get their speed sign to put down there for awhile.

Also stated they are working on a Dog licensing policy and procedure to help with the dog problem.

Utilities:

Water Operator and Street Superintendent Steven Marquart reported BL Anderson along with the town is having some problems with Verizon at the tower and well but with some reprograming on their end we have seemed to fix the problem with loosing communication.

He stated he is working on getting some prices on a VFD system at the well.

He stated he is working with the town attorney on updating the ordinance regarding meter pits. He stated by having all mobile homes required to have the pits, freezing of meters would be alleviated.

Steve reported that he and Joellen were looking at new Christmas decorations for the poles. The present wreaths are too heavy for the poles and are causing some problems. We will keep researching and find something lighter, we can put our's out on the members list and sell to off set the new decorations.

Steven has looked into getting some mapping done of the water system and sewer system, at present, he has one quote for \$38,000, but feels he can do better, so will continue researching.

Steven reported he had not heard from Beer and Slabaugh as they have not yet started replacing the water line on south main street. He did mention that he would like to replace two hydrants while they are there doing the water line work and he will get a quote for those hydrants.

Wastewater:

The Wastewater Operator Mark Brubaker reported that notices had been delivered to the area restaurants that had not yet complied with the grease trap ordinance.

He stated the generator had been relocated and was working fine.

He reported that the wastewater lifts would be pumped at the next stretch of good weather.

Mark requested the council purchase a super spin jetter head to be able to do our own sewer jetting.

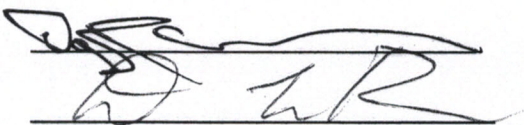
Clerk:

The only item Joellen brought to the council was the Appointment Ordinance 2017-1. The Council requested that Ken Brower's name be taken off as the Building Inspector. Doug moved to accept the Ordinance 2017-1 with the removal of the Building Inspector's name, Dan 2nd and both voted yes.

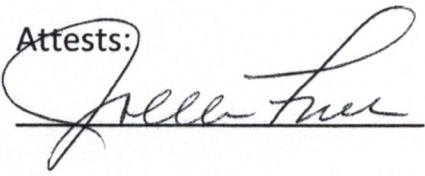
Joellen then presented the accounts payable voucher with additions. Doug so moved to accept the voucher with the additions, Dan 2nd and both agreed.

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

Milford Town Council


Robert C. Cochran

Attests:



MILFORD TOWN COUNCIL MEETING

MONDAY, FEBRUARY 13, 2017

7:00PM AT THE MILFORD TOWN HALL

Present: Doug Ruch, Dan Cochran and Bob Cockburn

Absent: Jay Rigdon

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

The first item on the agenda was the election of new officers. Bob Cockburn made a motion to elect Dan Cochran President with Doug 2nd and all agreed. Bob then nominated Doug Ruch for Vice President with Dan 2nd and all agreed.

Dan skipped over the attorney's report since he was not present.

Ross Hagen, representative from Umbaugh was present to once again review the proposed wastewater rate increase. Dan opened the floor for the Public Hearing and there was a remonstrance concern from resident Jay Urbin. He was unhappy with the proposed increase and is concerned the council will come back in a year or two and want more. He stated we needed to cut spending. President Dan reassured him that too was happening, but the fact the state required we make the sewer upgrades, the town had no choice, but to increase rates. In the beginning of the sewer upgrade project, the project came in at \$1.2M and we had cut it in half. Corey Veach also asked if there was a senior discount for seniors on a fixed income and the answer was no. Doug informed those present that the Town of Milford falls close to the middle of area communities in utility rates.

With the closing of the Public Hearing, Doug moved to adopt the Ordinance 2017-2 sewer rate increase with Bob 2nd and all agreed.

The Clerk's office will get this implemented for the upcoming month of March.

The Clerk requested the council review the Umbaugh service agreement, Doug moved to accept entering into the service agreement contract with Bob 2nd and all agreed.

Trisha Gall was on hand to inform the council that plans for the 2017 Milford Fest has begun, they will be celebrating the Lion's 100th birthday! They have implemented a web site to make it easier for vendors and others to obtain forms and participate. The Clerk's office will also have hard copies of those forms.

Departmental Reports:

Fire: Chief Brian Haines announced the MFD will play the Lake City Media Group on March 1, 2017 in a benefit basketball game. Proceeds will go to Toys for Tots.

EMS: Doug reported that he, Joellen, Becky Alles, (VanBuren Twp. Trustee) met with the Lutheran EMS Operation representatives. They had reevaluated the subsidies and were reducing ours by 50% this yr., 50% 2018 and there would be no subsidy in 2019. Doug moved that we sign the new contract with Bob 2nd and agreed.

Police: Chief Miotto submitted his retirement date of March 31, 2017. He thanked the town and the council thanked him right back for his 25 years of service. Chief Miotto also recommended that the council promote the Deputy Chief Travis Marsh to Chief. The council immediately acted on it with Doug making the motion to promote Travis to Chief with Bob 2nd and all agreed. He will take over on April 1, 2017.

Marsh thanked the council and reported he would like to move forward with the pistol project. Glock area representative came in at the best price, with trade in the total cost to upgrade will be \$504.00. Doug so moved with Bob 2nd and all agreed.

He would like to begin advertising in March to replace the officer position. He presented a dog licensing policy for the council's review.

The Narcan policy was presented again for adoption, Doug so moved with Bob 2nd and all agreed.

Travis requested an Executive Meeting to review hiring policies going forward. Monday, February 27, 2017 at 7:00PM.

Utilities:

Water Operator Steven Marquart presented info regarding a VFD system for the well #4. Representatives from Peerless were on hand to answer questions.

Steven is expecting savings to the town when the water tower is being painted. Steven presented quotes from Peerless Midwest for \$14,890.00 including the mag meter. Doug moved to accept this quote based on the pending bid opening for the painting of the tower. Bob 2nd and all agreed.

Doug moved to accept the quote from Living Water for \$7890.00 also pending the bid of the water tower. Bob 2nd and all agreed.

Doug moved to accept the quote from Ferguson for \$2042.00 also pending the bid of the water tower. Bob 2nd and all agreed.

Steven reported that the water line has been replaced, just waiting for all of the testing to be done before hooking up the residents.

Steven would like to replace three more hydrants, he stated he has \$24,780 in hydrant rental money which would leave \$823.00 to come out of the water utility fund. Doug so moved, Bob 2nd and all agreed.

Steven announced that April 6, 7 and 8th will be Spring Clean up, he is bringing it back by popular demand! Procedure will be the same as the Fall Clean up.

He reported that Jay is revising the ordinance for meter pits to make it a requirement and he will present it at the March meeting.

Steven stated the Street Sweeper is due for servicing and Brown Equipment will do that at a cost of \$3995. Doug so moved and Bob 2nd and all agreed.

Wastewater:

Wessler Engineer Megan Carr was on hand to give the council an update on the sewer project. She presented Amendment No. 1 with a cost of \$65,750.00 . Dan questioned the process, stating we are already committed to this now, but in the future, thought we needed to look at ways we would have more control over the project. Doug stated we have always trusted our Engineer to look out for our best interest.

Doug moved to enter into the agreement with Wessler, Bob 2nd and all agreed.

Clerk:

The first item Joellen brought before the council was she wanted Doreen to do some touch up painting at the Community Building and needed the council to tell her how much to pay her. Her suggestion was \$15/hr. Bob so moved and Dan 2nd and all agreed. Doug abstained.

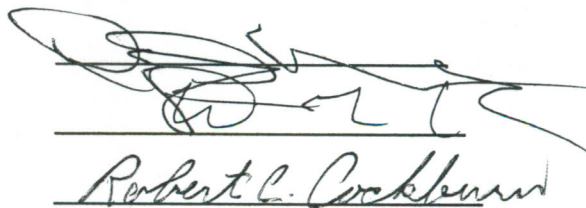
She then opened the floor for a " Public Hearing" on the additional appropriation for the \$41,911.62 received for the Community Crossing Grant. Again, resident Jay Urbin stated he wanted that money to go to correcting a problem with his driveway instead of the paving projects that were started in 2016 and will finish with some ADA sidewalks being installed. Since there was no more discussion , the hearing was closed. Doug moved to adopt the Ordinance 2017-3, Bob 2nd and all agreed.

The last item, Joellen had a couple of ideas to present to the council regarding a dedication plaque for the Park Equipment. Will continue to search for ideas.

The accounts payable voucher was presented and Doug moved to accept with Bob 2nd and all agreed.

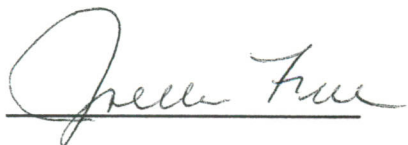
Since there was no further business, Doug moved to adjourn with Bob 2nd and all agreed.

Milford Town Council



Robert C. Cockburn

Attests:



Joellen True

MILFORD TOWN COUNCIL MEETING

MONDAY, MARCH 13, 2017

7:00PM AT THE MILFORD TOWN HALL

Present: Doug Ruch, Dan Cochran and Bob Cockburn

Jay Rigdon and Joellen Free

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

The first item of business was the review of the minutes of the previous meetings. Doug moved to accept as written, Bob 2nd and all agreed.

Jay reported the Unsafe Building fine letters are ready for signatures and to be sent. Resident Jay Urbin wanted a timeline as he wanted to know when the town could take over those properties. Jay explained there is a statute in place and we must follow it. After 90 days, if there is no compliance, the town could put another \$1000 on top of the \$2500 or they could take other action. The process is not clear cut!

Under Public Input, Trisha Gall, Lion's representative gave the council the street closings for Milford Fest weekend. After some discussion, Doug moved to adopt the street closures and times with Bob 2nd all agreed.

Megan Carr, Wessler Engineer was on hand to go over the 90% Construction costs, there will be a meeting on March 23 and Megan will need a check for the permit change at that time.

Departmental Reports:

Fire Department: Doug asked Corey Veach to report on the basketball game fund raiser which Corey stated made \$1000 for Toys for Tots and they had lots of fun!!

Doug reported the Fire Department would be doing Portraits , residents would be receiving a mailer and if interested will be instructed to call and make an appointment for their portrait. \$35 donation gets a portrait. April 29 is the picture date.

Tornado siren testing is March 21st at 10:00am and 7:35pm. Alternate date is March 22 , times the same.

Utilities:

Steven, Street Superintendent announced there would be a Spring Clean –Up on April 6,7 and half day on the 8th. Same rules apply that apply to the Fall Clean – Up.

Steven reported that Beer & Slabaugh have finished the water main project on south main and residents are ecstatic!! They just need to seed the residents properties to finish. They have installed new hydrants. The hydrant on Syracuse street required a hydrostop which cost \$2900 and requested the council's approval. Doug so moved and Bob 2nd and all agreed.

Steven reported the Community Building had a drainage problem which required Mr. Rooter to video and to clean out. The costs were \$629.00, which he requested approval along with the fix for the problem of installing two grease traps at a cost of \$970.00. Doug moved to approve the \$629.00 diagnostic charges along with \$970.00 for the grease traps. Bob 2nd and all agreed.

Steven reported there is a bad tree at the Park that needs to come down. Weaver has quoted \$700.00, as they will take extra care since it is right over the mound system. Doug so moved with Bob 2nd and all agreed.

Steven presented the revised Ordinance the attorney prepared giving him the authority to mandate meter pits. The Ordinance is 2017-4, Doug so moved with Bob 2nd and all agreed.

Steven reported he had received the estimates for the resident at 112 East Fourth Street of \$3750.00 with the resident paying 50% or \$1875.00. The concrete company also stated they would do the curb on Syracuse Street at the same time for \$200.00. Doug so moved with Bob 2nd and all agreed.

Dixon Engineering, our engineer for the water tower painting project reviewed all of the bids and recommended we accept the bid of \$167,000 from L.C. United Painting Co., Inc. Doug so moved with Bob 2nd and all agreed.

We are putting a new roof on the concession stand as the weather gets warmer. We had planned on putting a new roof on the shed over the creek, but after further looking at the building, it has foundation issues and not sure the DNR will allow us to fix. We might be better off looking at a large shed to store three wheeler and wagon and other supplies. The council suggested he further check into the fix of the foundation with DNR and obtain some quotes for a new shed.

The sweeper is at Brown Equipment for service. They have found some problems that need to be repaired at a cost of \$3418.91, after some discussion, Doug moved to do the additional repairs at a cost of \$3418.91. Bob 2nd and all agreed.

Steven reported that there were issues at 208 S James Street. After the fire. The County Plan Commission is intervening into the situation. They will be sending a violation letter to the owner.

The other location is 501 Kinwood Drive, complaints over the weekend were that someone was living in a camper trailer and using a gasoline generator for heat and electricity and the neighbors were smelling the gasoline fumes during the night. The County was made aware of it and they will be receiving a violation letter also.

Wastewater:

Mark reported he needed to purchase a pump for \$791.00 and needed approval, Doug moved to approve the purchase with Bob 2nd and all agreed.

Mark presented the council with a quote for a back- up pump for the main lift station at a cost of \$35,655.00. There are no backups at this time. Doug asked if this could be covered in the Resolution along with the other capital projects. Joellen stated she could revise the Resolution and present it at next month's

meeting. The council asked Mark to obtain other quotes, also. Doug moved to purchase a back up pump and allow up to \$35,000. Bob 2nd and all agreed.

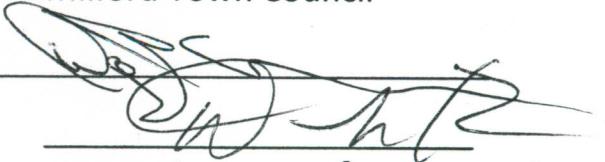
Clerk:

Nothing to report

The Accounts Payable voucher presented with additions, Doug moved to accept the voucher with additions, Bob 2nd and all agreed.

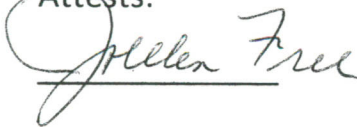
Since there was no further business, Doug moved to adjourn, Bob 2nd and all agreed.

Milford Town Council



Robert C. Lockwood

Attests:



Ellen Free

57

MILFORD TOWN COUNCIL MEETING

MONDAY, APRIL 10, 2017

7:00 PM AT MILFORD TOWN HALL

Present: Doug Ruch, Dan Cochran and Bob Cockburn

Jay Rigdon

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

The first item on the agenda was the approval of the minutes. Doug moved to approve as written, with Bob 2nd and all agreed.

Town Attorney Jay Rigdon reported Ron Davidhizer had called him in regards to the \$2500 fines levied on him at the last meeting. He claimed he had complied with the Inspectors request and Jay told him that the Commissioner did not agree. The council will wait until next meeting before taking any more action.

The property owner at 107 N Henry St. paid his \$2500 fine and informed the town that he had sold it to Noah Anderson.

This discussion came around to the fact the town needed to make the changes with the Building Inspector and appoint a new Building Commissioner. Doug moved to appoint Scott Mast as Building Commissioner with Bob 2nd and Dan and Bob voted yes, Doug abstained.

Doug then moved to move Tom Bulger to the Building Inspector's position with Bob 2nd and all agreed.

Jay also reported on Travis's request to lease his 2009 Chevy to the town for a dollar to be used for emergency transportation. Jay stated he would put together a lease agreement for the town to sign at next meeting. The town's insurance carrier stated they could cover it under the town's plan if handled that way.

Jeff O'Brien, CTB officer presented their CF-1 forms to the council for signing for their tax abatements. Doug moved that the Town approve the forms and sign all three CF-1s. Bob 2nd and all agreed.

Trisha Gall, Lion's representative was on hand to request we grant the annual suspension of our Garage Sale Ordinance to allow residents to have garage sales without going over their limit. Doug so moved with Bob 2nd and agreed.

Jeremiah Senders presented the council his proposed plan to make changes to his property at 404 W First St. and requested a letter be written for him to take to the Plan Commission. The council had no objections to the plan and directed Joellen to write the letter.

Scott Mast presented the council his proposed plan to build an add on to house his work trucks at 321 E. Fourth St. and also requested a letter be written for him to take to the Plan Commission. The council had no objections to the plan and directed Joellen to write the letter.

Departmental Reports:

38

Fire: Doug reported their picture fund raiser would be on April 29th. He also reported the MFD would be cooking Rib Eye Steak sandwiches again for Milford Fest.

Police: Deputy Officer Tim Miller reported for Chief Travis Marsh. The first item he addressed with the council was the amended salaries for Travis Marsh at \$60,000 and Deputy Officer Derek Kreider was promoted to Sargeant and his salary was increased to \$43,893.01. The Amended Salary Ordinance 2017-5 was presented for approval. Doug so moved with Bob 2nd and all agreed.

He reported that the town's insurance stated as long as we have a lease agreement in place, they could cover the car.

The hiring of another officer is underway. They will test applicants on April 22. There are 10 applications with 3 that are interested in reserve opportunities only.

The department will do a full inventory of the Milford Police Department Equipment, should be completed by the end of May.

All vests ordered have been received and have the matching grant monies have been requested.

The pistol upgrade is on track and should be completed by May.

Working with Trisha in reference to Milford Fest 2017.

Brakes went out on the 2014 Squad car and 2015 Squad suffered an electrical issue. The brakes and electrical issue resolved.

Utilities:

Steven reported that it would be a good idea to install a valve at the well. Any time any repairs to the well need to be done, we would be shutting the water off at Bison for the time to repair. Steven had a proposal from Beer & Slabaugh for valve installation for \$3,418.00.

Doug moved to purchase valve not to exceed \$3418.00. Bob 2nd and all agreed.

Steven reported he had quotes for future water line replacements totaling \$117,885.00. He is projecting the work to be done in 2018.

Steven requested to purchase two more picnic tables and brackets for the park at a cost of \$1646.00. Doug moved to purchase tables and brackets \$1646.00, Bob 2nd and all agreed.

Steven reported he is waiting on VFD parts to come.

The roof at the park for the concession stand will be started soon as weather warms up. The front roof of the Community Building will be done the week after Easter.

Steven is working on getting some plans created and submitted to the DNR concerning the building over the creek and get some pricing put together on fixing vs tearing down.

Town resident Jerry Lenwell has volunteered to run the concession stand at the park this summer.

Still searching for life guards.

Wastewater:

Megan Carr was on hand to give the council an update on the sewer project.

Mark stated he would be doing some sewer jetting and the lift stations will be pumped out soon.

He presented quotes for the back up pump for the main lift. Doug moved to purchase the Dri-Prime Diesel Pump at a cost of \$30,681.00, Bob 2nd and all agreed.

Clerk:

Joellen presented Resolution 2017-1 , authorizing the use of Lit Economic Development funds for capital improvement plans: Doug so moved, with Bob 2nd and all agreed.

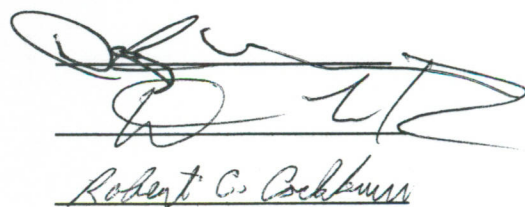
Joellen presented pictures of the plaque Mavtistic would make and install on the rock at the park at a cost of \$825.00. Doug so moved with Bob 2nd and all agreed.

A brief discussion ensued regarding the penalty for a business non-compliance, no one showed to discuss the matter with, so the council requested Joellen send them a letter reminding them that the issue is still unresolved.

Doug moved to accept the accounts payable voucher with additions, Bob 2nd and all agreed.

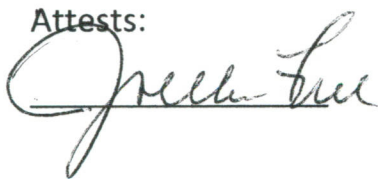
Since there was no further business, Doug moved to adjourn with Bob 2nd and all agreed.

Milford Town Council



Robert C. Beckman

Attests:



Milford Town Council Meeting

Monday, June 12, 2017

7:00PM at the Milford Town Hall

Present: Doug Ruch and Dan Cochran and Jay Rigdon

Absent: Bob Cockburn

The meeting was opened with the Pledge of Allegiance and prayer.

The First item on the agenda was the review of the minutes of the previous meeting. Doug so moved with Dan 2nd and both voted yes.

Jay gave a report on the Davidhizer situation, he stated he didn't think he explained our options as well as he should have. He stated we have three options:

1. We could file costs with the Circuit Court, the opposition would have 30 days to object, it would go before the court and a judgement would be made, could take a few months.

2. We could assign costs to the County Auditor which can't be disputed, there would be a tax sale at the end of the year, we would have to wait one year to dispose of property.

3. Our Building Commissioner could hire a contractor and get a list of repairs and we pay the costs of repairs and then do either 1 or 2.

Jay stated we need to have a meeting to decide which option we want and we need to publish it as a Notice to consider the formula and establish enforcement costs, the council decided to hold the meeting before the Budget Workshop meeting on Monday, June 26, 2017 at 5:30pm.

Jay stated he had prepared a car lease agreement and gave it to Chief Marsh for review.

Public Input: Trisha Gall was on hand to give the council a wrap up report on the Milford Fest . She stated it was another successful year and the Lion's appreciated the town's support as all departments did a great job!!

She also wanted to report that since the Lion's Club was 100 yrs old, she read a Proclamation making June 20, 2017 the Centennial Day!

Doug so moved to make June 20, 2017 the Lion's Centennial Day! Dan 2nd and both agreed.

Barb Zimmerman, a representative from the Lion's requested the Lion's take old pictures of Milford and frame them and place in the Community Building. Doug so moved with Dan 2nd and both agreed.

Departmental Reports:

Fire: Doug reported the Firemen sold out all of their Ribeye sandwiches at Milford Fest.

Doug stated the Memorial Day Parade was also good!

64

He also reported that the new water tanker truck is in service.

Doug wanted to caution the public as with the hotter dryer weather to be careful with fires. They can get out of control real fast under such conditions.

Police:

Chief Marsh requested to hire one full time officer and two reserve officers.

He stated the inventory is complete , just needs to pull it together.

He has received one quote for the Traffic Sign, will wait until next month to present quotes to council.

Pistol Project- July 22 qualification day , so is coming to completion.

Travis stated he has been reviewing and is updating the department's SOP's

Travis reported that during Milford Fest , we had one incident on Saturday involving a drunk driver on St. Rd 15, there was minimal damage to the cow catcher on the front of the squad car and a broken window on the offenders car.

Travis also reported that a Mustang jumped in the tail end of the parade and was causing concern spinning his wheels, one person was hit with a flying stone. That person has been identified and will not be allowed in the parade in the future.

He reported the 2008 squad car is down for a cooling fan that stopped. Parts ordered and will make own repairs.

The speed changes were put into effect by INDOT.

Dan asked about the Town's ordinance on fireworks, Jay looked it up and stated our ordinance says NO FIREWORKS ALLOWED!! But advised Travis to check the state laws governing such.

Utilities:

Steve stated Milford Fest was a success! And was pleased with the parade!

Park:

We have one Lifeguard as one quit all ready. Requested the council approve paying Lifeguards \$10/hr and they use their phones for call ins. Doug so moved with Dan 2nd and both agreed.

Steven presented a new Pavilion rental agreement for review, the council suggested to charge a flat rate of \$60/day. Doug moved to accept the agreement with the change to the rate of \$60/day, Dan 2nd and both voted yes.

Steven stated the rewiring had been completed but stated there would be a need to change out some more poles.

Steven reported the VFD is up, just working out the bugs in it,

He reported he is still waiting on a date to begin painting the water tower.

He reported that he and Joellen had attended the Community Crossing Grant meeting at INDOT recently and we would be making application for this year's grant.

Steven also reported we have started spraying for mosquitos, but asked the community to help by getting rid of any standing water.

Wastewater:

Wastewater Operator Mark reported that the main lift switch was hit by lightning on 5/21/17, need this for the generator to work. He is obtaining a statement from Middlebury Electric to turn in to our insurance for a claim.

Mark reported he shut down Bio-Wasted for approx.. four days due to upsetting our plant. He notified IDEM to let them know the reason. He also talked with the owner stating the reason for the shut down.

Megan Carr was on hand to give latest update on sewer project. She stated Bids are scheduled for July. She stated we are on schedule.

Clerk:

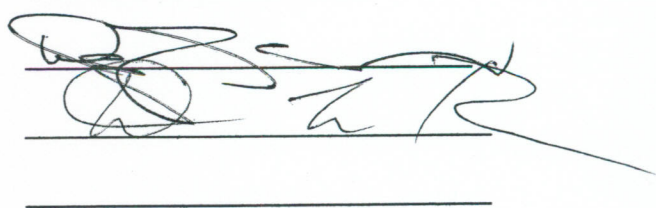
Budget workshops will be Fire Department, Police Department and Clerk's office on Monday, June 26 at 6:00pm. The MVH, Park, Water and Wastewater will be on Tuesday, June 27, at 6:00pm.

Dan wanted to comment on the Lizard 's Bar penalty situation. They were levied a fine beginning on February 20 to ? as they never called to verify they were in compliance. Mark verified the grease traps were indeed installed on March 13. The council decided to lower the fine to \$50/day or \$750.00. Doug so moved and Dan 2nd and both agreed. Jay will notify the owner of the fine.

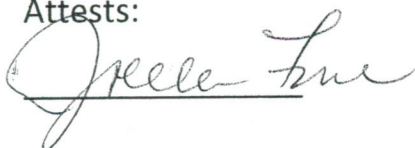
Doug moved to accept the accounts payable voucher with one addition, Dan 2nd and all agreed.

With no further business, Doug moved for adjournment with Dan 2nd and all agreed.

Milford Town Council



Attests:



Milford Town Council Budget Meeting

Tuesday, June 27, 2017

6:00pm at the Milford Town

Present: Doug Ruch and Dan Cochran

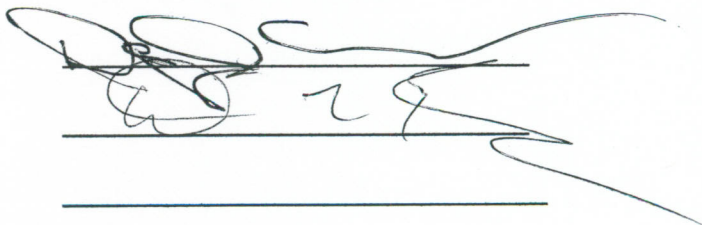
Absent: Bob Cockburn

The meeting opened with Mark Brubaker reviewing his wastewater proposed 2018 budget of \$394,800.00. Anticipated income will be \$408,000.00 from billing and \$12,000.00 from the lease on the tower at the WWTP.

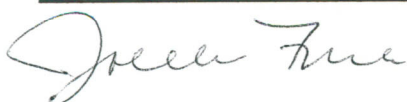
Steven Marquart, Superintendent over Water, Streets and Park reviewed his proposed 2018 budgets. MVH is \$3140,800.00, \$179,500.00 for water and \$29,050.00 for Park. Anticipated income for water is \$246,780.00.

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

Milford Town Council



Attests:



Milford Town Council Special Meeting

Monday, June 26, 2017

5:30pm @ the Milford Town Hall

Present: Doug Ruch and Dan Cochran

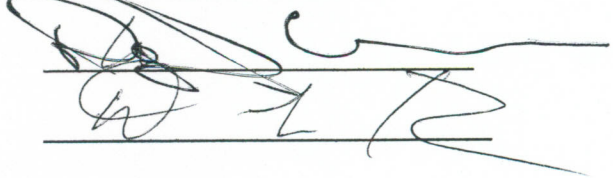
Absent: Bob Cockburn

Dan opened the meeting and a discussion of the question "Determine the administrative costs and enforcement costs for the Davidhizer properties"?

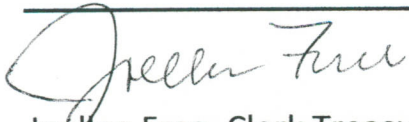
After a lot of back and forth, Doug moved to charge a minimum of \$500 per property and add on any additional charges that may come up, Dan 2nd and both voted yes.

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

Milford Town Council

A handwritten signature in black ink, appearing to be "D. Ruch", written over a horizontal line.

Attests:

A handwritten signature in black ink, appearing to be "Joellen Free", written over a horizontal line.

Joellen Free, Clerk Treasurer

MILFORD TOWN COUNCIL BUDGET MEETING

MONDAY, JUNE 26, 2017

6:00PM AT THE MILFORD TOWN HALL

Present: Doug Ruch and Dan Cochran

Absent: Bob Cockburn

Brian Haines, Chief of Milford Fire Department met with council and reviewed his 2018 proposed budget of \$71,550.00. The Town will increase it's subsidy from \$29,000 to \$30,325.00.

Chief Travis Marsh reviewed his proposed 2018 budget of \$366,254.00.

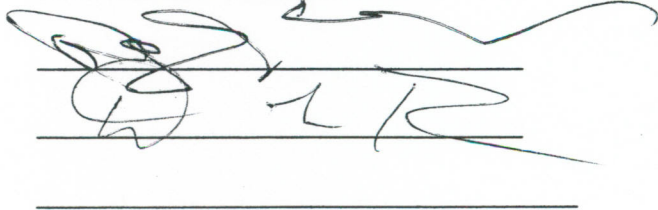
Joellen Free, Clerk Treasurer, reviewed the proposed 2018 Gen budget of \$309,051.

Joellen then reviewed Redevelopment Commission proposed 2018 budget of \$150,000, CCI (tax rate) of \$100,000, CCI of \$30,000, CCDF of \$100,000, and Cum Sewer of \$65,000.

Dan discussed the conversation that he, Joellen, Steven and Mark had with Camp Mack and Doug Stump in regards to the possibility of hooking up Camp Mack to Doug's line. After sharing the info with Doug Ruch, Doug moved that we have our Engineer Wessler take a look at the feasibility of such a project. Dan 2nd and both agreed. Dan will contact Wessler and request they look at the project.

Doug moved to adjourn with Dan 2nd and both agreed.

Milford Town Council



Attests:



Milford Town Council

Meeting

Monday, July 10, 2017

7:00PM at the Milford Town Hall

Present: Doug Ruch, Dan Cochran and Bob Cockburn

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

The first item on the agenda was the review of the minutes from previous meetings. Doug moved to approve the minutes with Dan 2nd and both agreed.

Since the attorney was delayed in attending, Dan skipped down to the Departmental Reports and Scott Mast reported for the Milford Fire Department, he gave a quote for repairs on the gauges on the rescue truck for \$1500, Dan moved to approve and since Doug had to abstain being a fireman, Joellen 2nd and both voted yes to the repairs.

Police: Chief Travis Marsh introduced the new officers and Clerk Treasurer Joellen Free swore in Deputy Brandon Shipp and Reserve officer Charles Bird III. The council welcomed the new officers

Dan then opened the floor for Public Input. Resident Jay Urbin approached the council again regarding his drainage problem he has when it rains at the end of his driveway. He became very argumentative and didn't like any of the council's answers. The Town attorney arrived and clarified the fact the he owns the property, the town only has an easement and is not responsible for his drainage problem. He asked the town to help him with the problem and Dan explained that that would set a precedent. He also complained regarding a tree branch that had fallen on his fence and he wanted the town to take down the tree. The attorney clarified again, the town can't do that.

Jay reported to the council that he prepared a formal legal document to be signed by the Building Inspector and recorded in the auditor's office to be applied to Ronald Davidhizer's taxes to recover the fines and administrative fees owed.

He also reported he had researched trees and who's responsibility it is to maintain and found that trees along a state highway must be maintained by the town, all others are to be maintained by the homeowners.

He also presented the council with a copy of the state code for fireworks. Code 22-11-14-10.5 states that municipalities may not limit the use of consumer fireworks: between the hours of 5:00 pm and two(2) hours after sunset on June 29, June 30, July 1, July 2, July 3, July 5, July 6, July 7, July 8, and July 9: between the hours of 10:00am and 12:00 Midnight on July 4; and between the hours of 10:00 am on December 31 and 1:00 am on January 1.

Then Dan went back to the Police Department to finish their report:

Chief Marsh reported that two Reserve Officers resigned.

Chief Marsh presented the council with the car lease agreement with some changes, Doug moved to sign the agreement with Bob 2nd and all agreed.

Chief Marsh presented the council with a list of items he requested to purchase and they are as follows:

2 radios @ \$400 ea.	Total is \$800.00
1 TC-400 Radar sign	3115.00
1 Ammunition purchases	1400.00
1 Bullet Proof Vest	900.00
1 new officer outfit	1000.00

Doug so moved with Bob 2nd and all was in favor.

Travis requested to attend the National Poygraph Conference in August. He requested training cost of \$400.00, per diem, and \$250.00 (50%) toward lodging. Doug so moved with Bob 2nd and all was in favor. The conference is August 28th through September 1st.

Utilities:

Steven reported that he had finished the application for the next round of Community Crossing Grant money and would be sending it in shortly. The town's commitment would be \$64,513.47 and the grant would be \$258,053.90.

Doug moved that Steven move forward with the grant request with Bob 2nd and all was in favor.

He also reported that his department passed out the CCRs and there would be extras in the Clerks office.

He reported a water leak on North Main and Beer and Slabaugh assisted with repairs before shutting down the tower for repairs.

The water tower is drained and painters are sand blasting outside of tank; reported we are running on pressure relief with new VFD system.

Steven also reported new roof has been installed on the concession stand and we will be looking at gutters probably next year.

Steve expressed sadness and concern regarding the public's treatment of our park and facilities. Trash and litter are thrown down anywhere and vandalism is a constant problem.

He reported a total of 183.5 hours so far at the park. The life guard has around 100 hours. Steve states it is hard to keep up with all of the demands, is requesting the council consider adding another person to the team.

Steven requested an executive session with the council on July 18 at 6:00pm to discuss personnel.

Wastewater:

Megan Carr reported the upgrades to sewer plant are on schedule with final review in August, advertising in September, bids in October award in December.

Mark reported that he was formulating a list of needs at the plant and in the field.

He stated he is checking on ways to be able to get some of the rags out of system before they get to the main plant.

He reported the new pump came in and it is working as advertised.

Drives were cleaned at plant and are also working as they should now.

Also checking on possible land applying the sludge to save money on bags.

He reported Jonathon from Middlebury Electric will get the contact on order at a cost of \$1650.00.

Doug so moved to purchase a contact not to exceed \$2000.00, Bob 2nd and all agreed.

Clerk:

Joellen reported that she and Steven would be attending a Macogg meeting in Middlebury on Wednesday to obtain information regarding trails.

Doug moved to send Joellen and Steven to the Macog meeting on Wednesday with Bob 2nd and all voted yes.

Joellen shared info regarding the Lakeland Rehab and Health Center Carnival scheduled for this Saturday, July 15 , 10 am to 2pm, free food, carnival games and the community is welcome!

Joellen read the first reading of the 2018 proposed budget and is as follows:
General - \$704,355, MVH - \$310,800, LRST - \$30,000, LIT Economic (Cedit) - \$150,000, Redevelopment (TIF) - \$150,000, CCI Tax Rate - 100,000, CCI - \$30,000, CCDF - \$100,000 and Cum Sewer - \$65,000.

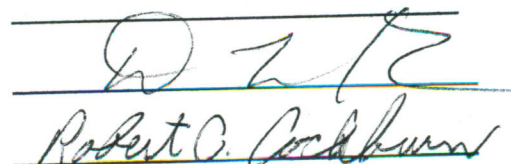
Joellen requested the town partner with the Housing Authority to sponsor a workshop to give to residents energy saving kits worth \$100 and a class to teach residents how to apply this energy saving ideas to their homes.

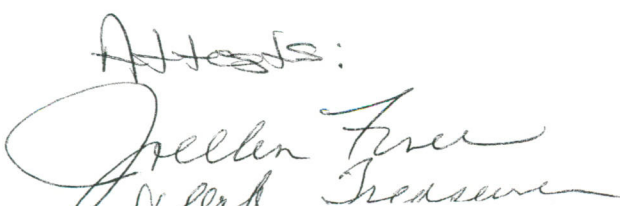
Doug so moved, Bob 2nd and all agreed to participate.

Joellen then presented the accounts payable voucher with additions, Doug moved to approve the accounts payable voucher with the additions, Bob 2nd and all agreed.

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

Milford Town Council


Robert C. Cook

Attends:

Joellen Free
Treasurer

MILFORD TOWN COUNCIL

EXECUTIVE MEETING

TUESDAY, JULY 18, 2017

6:00PM

Present: Doug Ruch, Bob Cockburn and Dan Cochran

Steven Marquart

Reason: Personnel

Milford Town Council

Robert C. Cockburn

D. R. R.

Attests:

Green Tree

Milford Town Council Meeting

Monday, August 14, 2017

7:00pm @ Milford Town Hall

Present: Doug Ruch and Bob Cockburn

Absent: Dan Cochran

The meeting was opened with the pledge of allegiance and prayer.

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

The town attorney presented the council with an ordinance concerning consumer fireworks, it was tabled until next meeting.

Under Public Input, Joellen presented the report for the Town's Building Inspector. He finished his list of repairs for all five of Davidhizer's properties and he included his report for the Milford Meadows Apartments. He stated he sent the owners a letter with all of the issues found at the apartment complex.

Joellen asked the council to affirm the \$75/per inspection charge for the Inspector. Bob so moved and Doug 2nd and both agreed.

Departmental Reports:

Fire: Doug just wanted to remind people to drive carefully and watch the morning fog. The children will start back to school this week and we need to watch for them.

Police: Chief Marsh stated the new officer Brandon was still in training. Joellen asked the council to affirm Brandon Shipp's salary of \$39,000 and benefits after 90 days. Bob so moved and Doug 2nd and all agreed.

Chief Marsh reported that he had received the radar sign and was waiting on brackets to set it up.

He stated the 2008 squad car is having cooling problems, but think they will have the problem resolved shortly.

Chief Marsh reported new radios have been received and the ammo has arrived.

The computer in the 2015 Squad car is experiencing a hardware issue, will get a cost of repair for that unit.

Chief Marsh stated he wanted to sell some extra equipment that he has in his department and wanted permission to allow the Milford employees to purchase the extra firearms. Bob so moved with Doug 2nd and both agreed.

Utilities & Park

Utilities Superintendent Steven Marquart reported the painting of the water tower is complete and under the time frame allotted. The cathardic system has been installed.

He wanted to report he has been consistently spraying for the mosquitos and again wanted to ask residents to help by mowing tall grass and do not let water stand as those areas are breeding grounds.

Steven requested the Town sponsor Fall Clean Up for September 21, 22 and 1/2day 23. The daily times of 8am to 4pm on the 21 and 22 and 8 to 11:30am for Saturday the 23rd. Bob moved to have the Fall Clean Up on September 21, 22 and ½ day on the 23rd. Doug so moved. There is a list of items that the town can't accept and that list is in the Clerk's office.

Steven reported that the Life Guard will be going back to school and is finished for the summer.

Doug introduced Ordinance 2017-7 as an amendment to our Salary ordinance adjusting the Street and Water Superintendent's wage. Bob so moved to adopt the amendment with Doug 2nd and both agreed.

Wastewater:

Wastewater Operator stated Fergusson is creating a quote for lining the main lift.

Also they are creating a quote to replace impellers on the main lift pumps, the new ones will adapt to all of the rags.

Timers that were installed on the south aerator at plant working good.

Middlebury Electric installed contact on main lift and we are back on line with the generator.

Mark stated we need a camera and a sewer vac to clean lines.

Mark stated the effluent pump to feed c12 is not working and has been rebuilt twice. We can buy a new one for around \$800. Bob moved to purchase the effluent pump for up to \$800, Doug 2nd and both agreed.

He also stated the heater on aerator oil sump needs to be fixed before winter aerator will shut down if oil gets to cold.

Doug requested he obtain a quote for a new heater.

Ryan Brauen was on hand to give an update on the sewer upgrade project. He presented the council an amendment to the original contract to add an additional \$17,500 for unexpected overruns. Bob moved to accept the amendment of \$17,500 with Doug 2nd and both agreeing.

Ryan stated we are on schedule with the project and he is working to coordinate with Umbaugh the timing of sale of bonds and with Joellen for advertising for bids.

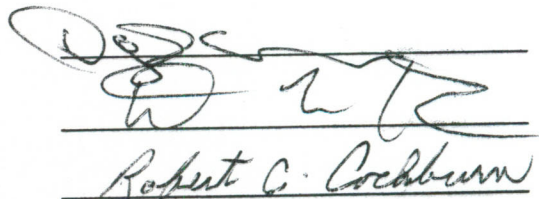
Clerk:

The Clerk had the 2nd reading of the 2018 proposed budget, the meeting in September will be the public hearing for the proposed budget.

The accounts payable voucher was presented for approval with additions, Bob so moved with Doug 2nd and both agreed.

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

Milford Town Council



Robert C. Cochburn

Attests:



Jella Frie

Milford Town Council

Monday, September 11, 2017

7:00pm at the Milford Town Hall

Present: Doug Ruch, Dan Cochran and Bob Cockburn

The meeting opened 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 approve the minutes as written, Bob 2nd and all agreed.

The attorney had nothing to report.

Under Public Input, Karena Wilkerson, from Harvest Coffee was on hand requesting to sponsor a Milford Block Party on September 30 , 5-8 pm and will be in the Community Building Parking Lot. Service organizations, Churches and Buisnesses are invited to have a table offering give aways for children . Music and worship will be included in the evening activites.

Doug moved to approve the Block Party with Bob 2nd and all approved.

Todd Wilson, resident was on hand offering to help the town with a piece of land next to his property. He stated there was a lot of trash and garbage and if the town would clean it up, he would keep it mowed. After further discussion it was discovered the land he was talking about belonged to another resident, it was suggested he talk with that resident regarding the issue.

Fire Department:

Scott Mast reported for the Fire Department, stating the annual Chicken BBQ will be Sunday, October 1 beginning at 11:00 am until sold out!

Police Department:

Chief Marsh reported officer training for reserve officer Bird was progressing and new officer Brandon Shipp has passed his field training and is now working the schedule.

He reported the radar sign is operational and we are receiving some helpful information from it.

The 2008 squad car is back in operation after repairs to the cooling system. It is being used around town as a traffic decoy.

Travis is working with the Kosciusko County EMA in developing the updated hazard plan for the county. Our participation enables us to benefit from possible grant funding in the future.

A new law adopted this year which goes into effect January 1, 2017 mandates the town carry more insurance for reserve officers. The cost is \$130 per reserve with a minimum of \$500.00. Information is in your packets, I will request a vote on this in November so we can have it in place by the first of the year.

Travis requested to use his part time funding of \$3000 to pay reserve officer Adam Amsden \$20/hr for filling in after his 16hr/mo reserve time to assist the

department in covering the schedule while Tim is off from injuries sustained while on duty. It has been challenging going thru this transition with injuries and vacations and trying to keep the town covered.

Doug moved to utilize Adam Amsden and pay him \$20/hr to help cover the schedule for anything above his 16 reserve hours a month. He also stated if we use all of the \$3000 to come back to the council and we will find more funding. Bob 2nd and all agreed.

Travis requested to be reimbursed for a pair of glasses that were broke while taking someone into custody.

Doug so moved with Bob 2nd and all agreed.

Utilities:

Steven reported he had advertised for a seasonal helper and had received several applicants and he had one in mind to hire. He would like for him to start on October 1 thru November at \$15.00/hr. not to exceed \$3600. Doug so moved with Bob 2nd and all agreed.

Steven reported that we are still waiting on the Community Crossing Grant. We received a message stating it would be later in September since they had so many applicants this year.

Doug moved to let bids for the \$258,053.90 projects individually and as a total package. Bob 2nd and all agreed.

Joellen will get it advertised asap.

Steven reported Fall Clean Up will be September 21, 22 and half day on September 23. Again, all items need to be brought to the shop area for drop off.

Steven requested to purchase tires for the 2006 pickup truck at a cost of \$791.73, Doug so moved with Bob 2nd and all agreed.

The last item he brought to the council was brush disposal. Steven and Mark had thought the old finishing ponds at the wwtp could be used for this. They have contacted Idem to see if it would be allowable. Council tabled until we hear back from Idem.

Steven reported that he has some volunteers lined up to help with the caretaking of the flowers downtown for next year. Also looking into new pots with a reservoir in them to lessen the times they need watering.

The Park is slowing down and we are planning to take ropes out and winterize everything for winter.

Steven stated he had talked with the concessionaire Jerry Lenwell about increasing his activities next year to emptying the trash and general caretaking responsibilities. Looking at possible 10-12 hrs a week, will further discuss come spring.

Steven presented a quote from Sawyer Excavating for \$4500 to tear down the old bath house. Doug so moved with Bob 2nd and all agreed.

78
Steven reported the well house roof is in need of replacing and presented a quote to the council for \$5650.00. Doug so moved with Bob 2nd and all agreed.

Steven also reported he is looking into new safety equipment for climbing the tower and also for confined spaces. Dan suggested we research it more to see what certified people might be available for us when we need these types of jobs done.

Wastewater:

Mark presented a quote to refurbish the main lift from Ferguson for \$13,564.80 , no action taken.

Mark reported to the council that he had contacted Wealing Brothers regarding picking up our sludge and applying to farmers fields, the cost would be \$3000 for the permit needed to do such an application, testing fee of \$250.00 and .05 per gallon for pickup. The costs of bagging is increasing so this would be a cost cutter and we could almost eliminate the bags.

Clerk:

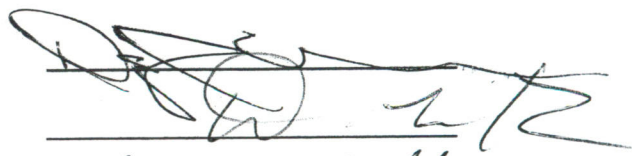
Joellen opened the floor for the Public Hearing on the 2018 proposed budget, resident Scott Mast asked if it was higher or lower than 2017, Joellen explained it is lower at \$1.6m as we had budgeted for the water tower painting done this year. There were no other questions or comments so Doug closed the floor for the Public Hearing.

The only other item , the clerk presented the Ordinance 2017-8 regarding consumer fireworks. There was some discussion and then Doug moved to adopt Ordinance 2017-8 with Bob 2nd and all agreed.

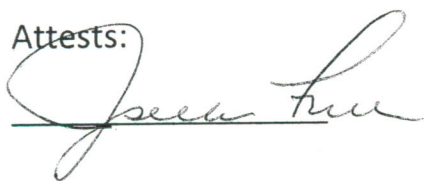
The accounts payable voucher was presented with two additions, Doug moved to accept the accounts payable voucher with the additions, Dan 2nd and both agreed.

Since there was no further business, Doug moved to adjourn the meeting with Dan 2nd and both agreed.

Milford Town Council


Robert C. Crookham

Attests:



Milford Town Council Meeting

Monday, October 9, 2017

7:00pm at the Milford Town Hall

Present: Doug Ruch, Robert Cockburn and Dan Cochran

The meeting was opened 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 approve the minutes as written with Bob 2nd and all agreed.

Jay Rigdon, town attorney reported on the Davidhizer unsafe property situation. He stated he had been contacted by Davidhizer's counsel, who requested a meeting to debate the process of how we came to the amount of the penalties. He reported to the council that his response will be, unless the council would like another response, to get the work done on the properties first and we can discuss the penalties later. The council agreed with the attorney and told him to proceed.

He also reported that he was contacting fellow attorney Jeremi Ulium from Hall Render, Indianapolis to deal with our sewer bond renewal. He was council on the original bond.

Departmental Reports:

Fire: Doug reported that the Chicken BBQ was a success selling out!!

He also reported that the MFD will sponsor a Dodge Ball game Wednesday and proceeds will go to United Way!

He also reported it is Fire Prevention Week and Firemen will be going to the school to do a program.

Police:

Chief Marsh reported he had participated in All Hazards Incident Management Team training the last week of September. He stated it was valuable training and will provide resources for our local emergency management.

He reported the RADAR sign is doing a good job, but the batteries only last 12 days and it takes two days to recharge. He requested the council approve purchasing a backup set at a total cost of \$656.00. Doug so moved with Bob 2nd and all agreed.

Travis stated he was checking with his full time officers to see if they needed new winter jackets, he still had some money left in his budget to pay for them.

Travis stated he went to a second meeting with the Kosciusko County EMA. They are continuing to develop the updated hazard plan for the county. There will be a public meeting in November TBD in Warsaw.

80

He reported the Firearm range is nearly complete and is working on some paperwork needed for the insurance company to include a range policy and a waiver of liability.

Travis reported he had checked into a motion tablet with printer for \$4970.50.

Doug moved to purchase the new tablet and printer for \$ 4970.50 with Bob 2nd and all agreed.

The last item for the council was to confirm Halloween town festivities would be on Tuesday, October 31, 2017 6:00pm to 8:00pm. Doug so moved with Bob 2nd and all agreed.

Utilities:

MVH Superintendent Steven reported that we didn't receive the Community Crossing Grant this year! He did state that next year we would need to update our pacer program. Doug suggested he contact Ben Beer at USI and get on the list early so we would be ready to apply for next year's grant.

Steven presented quotes for a scaled back paving plan, Phend & Brown's quote was for \$58,917.00, Reith Riley presented a quote for \$101,185.40. Doug moved to accept Phend and Brown's quote of \$58,917.00 with Bob 2nd and all agreeing.

Steven reported that leaf pickup has begun. Reminded residents to rake to the edge of the curb and not into the street.

The trash pickup contract will be up at the end of this year so it is time to obtain quotes, will request quotes for both with and without containers. Steven is also interested in researching costs for brush containers for all residents.

We received 77 loads of trash and 1 container of scrap metal during the Fall Clean up in September. Will be planning a spring clean up in April.

Park:

The park is officially closed for the season.

Water:

We flushed hydrants last week and they are flushing well due to the treating of iron in the well.

It is also time to treat well #4, he presented the council with a quote from Peerless Midwest for \$5865.00. Doug so moved to have the well treated and not to exceed \$5865.00 with Bob 2nd and all agreed.

Steven suggested we purchase a large meter at the well to be tested and calibrated at a price of \$950.00. Doug moved to purchase the meter for \$950 and take it out of Riverboat if there is not enough money in the water fund. Bob 2nd and all agreed.

Steven reported that the new roof for the well shed should begin in the next two weeks.

He also reported that there are four trees at the well area that need to be cut down, they are in danger of coming down and could damage the new roof. The council directed him to check with Larry Weaver and get a price.

Steven reported that all of his employees will be attending a Confined space awareness class which will be held at the Community Building at no cost to the town.

Clerk:

Joellen presented the Ordinance 2017-9 proposed 2018 budget of \$1,600,155 for adoption. Bob so moved and Dan 2nd and both agreed. Doug abstained from voting.

Joellen reported that the Fall Clerks District meeting will be October 18 and 19 at Middlebury with costs of classes at \$140 and request mileage and lunch reimbursement. Doug so moved with Bob 2nd and all agreed.


Joellen presented two quotes for the Employee Christmas Party, Dewart Lake Inn was \$1339.20 and Turf Bar was \$4500.00. Doug moved that we should go with the Dewart Lake Inn quote of \$1339.20, Bob 2nd and all agreed.

Joellen informed the council that the SBOA had finished a five year audit and was very complimentary in their remarks, the only thing they noted was the negative balances in the payroll funds and the wastewater fund and she directed us to make the necessary transfers to the payroll fund to bring those to 0.

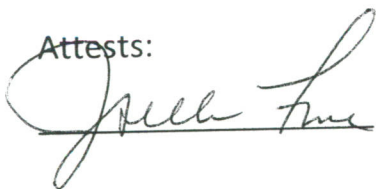
Joellen presented the accounts payable voucher with no additions, Doug moved to approve with Bob 2nd and all agreed..

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

Milford Town Council


Robert C. Cook

Attests:



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.

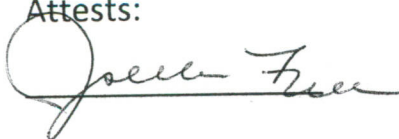
Doug moved to approve the 2017-10 ordinance with Bob 2nd and both agreed.

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

Milford Town Council


Robert C. Cockburn

Attests:


Joseph 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

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.

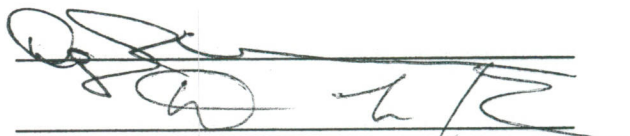
Joellen asked if the council wanted to talk raises. Doug moved to formulate that a percent of total salaries be calculated and then divided equally among the employees, Bob 2nd and both agreed.

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

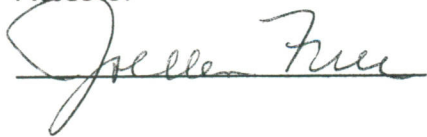
Doug moved to approve the accounts payable voucher with the additions. Bob 2nd and both agreed.

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

Milford Town Council


Robert C. Cockburn

Attests:



MILFORD TOWN COUNCIL

MONDAY, DECEMBER 11, 2017

7:00PM AT THE MILFORD TOWN HALL

Present: Doug Ruch, Dan Cochran and Bob Cockburn

The meeting was opened with the pledge of allegiance and prayer.

The first item was the review of the minutes from the previous meetings. Doug moved to approve as written with Bob 2nd and all agreed.

Town attorney Jay Rigdon reported on the sale of the bonds, stating he would be bringing some final paperwork for Dan and Joellen to sign on Thursday. The closing is scheduled for Tuesday, December 19 .

Joellen presented the three invoices from Umbaugh (\$50,408.27), Rockhill Pinnick (\$9,300.00), and Hall Render Killian Heath & Lyman(\$20,500.00) for their work on the refinancing and the sale of the bonds. Those invoices will be paid at the time of the closing.

The floor was opened to public input at which time Waubee Lake resident Pam Dwyer who was representing a group of concerned residents, asked questions regarding the feasibility study the town was having done regarding the possibility of taking the sewer to Camp Mack. Her concerns included , "why didn't the Camp pay for the \$8500 study", "why weren't the residents notified", " what benefits are in this for the town", concerns of if the town takes the sewer out there that they would want to annex the residents on the lake? Town attorney was able to answer her questions , stating that the town needs to be looking for more customers and with the Camp requesting to be hooked up , a study is the next step to research the feasibility of such a project. The town needs to maintain the control over such a project so it would be natural for the town to pay for it. The town's engineer Ryan Brauen was also on hand to explain what all is involved in the study. He stated he would be presenting the results of that study to the council at the February meeting.

Town attorney Jay Rigdon stated a lot of her questions can't be answered until the study is complete. Decisions are made after every step. As facts are found, decisions are made whether to halt or continue on to the next step.

Ryan Brauen, Wessler Engineering presented the council with the contract for Mason Engineering & Construction , the company awarded with the construction at the sewer plant for the upgrades. Also, a Notice to proceed was signed with Mason. Construction can begin after the first of the year.

Doug moved to sign the Construction contract with Bob 2nd and all agreed.

Doug moved to sign the Notice to proceed with Bob 2nd and all agreed.

The next item discussed was a tabled item from the last meeting, Harry Doty is requesting that he be allowed to bring horses back to his property and needed the town's favorable opinion to be passed on to the Plan Commission. After attorney Jay Rigdon clarified how the original variance was approved, there was a

lot of discussion with the opinion that it was not a good idea to bring horses back. Dan moved to disfavor the request with Bob 2nd and all agreed. Joellen will send the vote to the Plan Commission immediately after the meeting.

Departmental Reports:

Fire Department: The only thing Doug had to report was a new slate of officers, Chief will be Todd Haines, Assistant Chief will be Steve Farber and Troy Haines, Secretary will be Brian Haines and Treasurer will be Dave Rosenberry.

Police Department:

Travis reported they had been especially busy with a total cases of 250, up from 171 in 2016.

He also reported he is updating the SOP's.

He noted an updated strategic plan was included in the packets.

The Granitec tablet system has been delivered and will be in operation before the month is out.

Officer Shipp continues to do well at the academy and will have some time off for Christmas.

Utilities:

Utilities Superintendent Steven Marquart presented the Sweetheimer Trash collection 2018 contract for signing. The contract is \$51,360.00 (535 @\$8.00/month/household)

Doug moved to sign the contract that was approved at the last meeting, Bob 2nd and all agreed.

Steven stated that the State inspector told him we were no longer required to add fluoride to the water. Dan said before stopping he would like to have public input on that.

Steven requested to go to the AWWA meeting in Indianapolis January 22,23 and 24, with costs of \$139 x 2 for room, \$125 for meeting, any food and mileage.

Doug so moved with Bob 2nd and all agreed.

Steve reported to the council that he had passed his sewer certification.

Wastewater Department:

A written report was presented as Mark was sick. His report was a list of improvements and savings made in 2017.

Clerk:

The first item Joellen presented was the Ordinance 2017-10, to create a fund 612 to receive the sewer bond monies.

Doug so moved with Bob 2nd and all agreed.

Joellen asked Dan to resign the street sweeping contract for 2018.

83

The next item was a discussion on salaries increases. Doug moved to give 2% increase, take 2% of total wages creating a pot of money and dividing it equally among the employees. Dan 2nd, vote was Doug – Y, Dan – Y and Bob – N.

Then Joellen asked for clarification on Steven's promotional increase that was discussed in budget meetings, her understanding was that at the beginning of 2018, Steven and Mark would be the same. After some discussion, Doug moved to give Steven the \$.50/hr for receiving his wastewater certification per salary ordinance beginning on December 15, Bob 2nd and the vote was Doug – Y, Bob – Y and Dan – N.

Then Dan moved to give him the amount of an increase so at the beginning of 2018 both he and Mark would be receiving \$51,997.68. with Doug 2nd, vote was Dan – Y, Doug – Y and Bob – N.

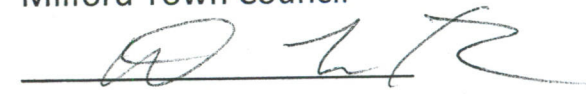

A discussion was had regarding the present rule of a \$.50 increase per license, Doug moved that the 2018 Salary Ordinance should reflect that any increase for additional licensing would be agreed upon at the beginning of the course. Dan 2nd and all agreed.

The Clerk's office will be closed the last week of the year except for Wednesday, December 27. The final meeting of the year will be at 9:00am on that day.


The last item the clerk presented was the accounts payable voucher with two additions. Doug moved to accept with the additions, Bob 2nd and all agreed.

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

Milford Town Council



Robert C. Cook

Attests:



Milford Town Council Meeting

Friday, December 29, 2017

9:00am at the Milford Town Hall

Present: Doug Ruch and Bob Cockburn

Absent: Dan Cochran

Vice President Doug Ruch opened the meeting and the first item on the agenda was Ordinance 2017-11 Salary ordinance. Bob moved to adopt with Doug 2nd and both voted yes.


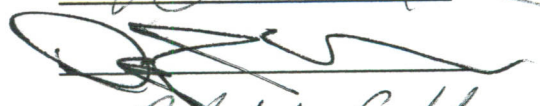
The next item was Ordinance 2017-12 Appointment ordinance, after review, Bob moved to adopt with Doug 2nd and both voted yes.

The Clerk presented the accounts payable voucher and Bob moved to accept the voucher with Doug 2nd and both voted yes.

The Clerk presented a copy of the new sewer bond with the closing letter to each council member.

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

Milford Town Council



Robert W. Cockburn

Attests:


Jellen True