

MILFORD TOWN COUNCIL MEETING

MONDAY, MARCH 14, 2022

7:00PM AT THE MILFORD COMMUNITY BUILDING

Present: Doug Ruch, Ken Long and Bob Cockburn

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

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

Attorney Report:

- Tricia Gall presented the revised Annexation Fiscal Plan provided by LWG. Ken moved to adopt the revised Annexation Fiscal Plan. Doug Ruch seconded. All agreed.

Public Input:

- Tracey Burke was present to request permission to have a band for 2-3 hours at the Lions Park Pavilion that they plan to rent on June 18th. Town Council President, Doug Ruch, requested from the town marshal to have an officer present at the event. Marshal Kreider said that would be possible. Ken moved to allow the band at the Lions pavilion at the park to end at 5 p.m. with officer present. Bob seconded. All agreed.
- Alan Tio, KEDCo, was present to give an overview of their 2022 initiatives: Entrepreneurship, Housing, and Talent Recruitment & Attraction. He also stated that Milford's TIF II area is Kosciusko County's premier development site.
- Alan introduced Amy Roe, Kosciusko County's Community Coordinator. Ms. Roe gave an overview of the HELP Grant program and how she is looking forward to working with Milford on this new grant and its process.
- Tricia Gall stated that the Milford Lions have the stage entertainment lined up for Milford Fest 2022. She is waiting to hear more information from the ride company.
- Tricia Gall introduced a new group of citizens called, Meet Milford. Currently Meet Milford is planning Food Truck Fridays for the 3rd Friday from June – October. She requested from the council on behalf of Meet Milford permission to use the Community Building, Community Building parking lot, and outside electrical box for these events. Bob moved to approve the use of the Community Building, Community Building parking lot and outside electrical box for these events. Ken seconded. All agreed.

Fire Department:

- Fire chief, Virgil Sharp, reported that when doing some housekeeping at the fire station and replacing toilets, they found water coming in from the floor. Discussion was held. It was requested that Virgil work with Steven Marquart to get quotes to install a water meter and also run new water lines overhead.
- He also reported that the Van Buren Township new pumper truck should be here this week. There is a work detail set for Saturday.

- They are still waiting on a price for the town's spec truck.
- The town's rescue truck will be given back to the town to do as it chooses with it.

Police Report:

- Marshal Kreider stated the Dell Latitude 5520 computers that were approved at the last meeting are discontinued. He requested permission to purchase 3 Dell 5521 computers in the amount of \$6,627.00. Ken moved to approve the purchase of 3 Dell 5521 on the town's Dell account. Bob seconded. All agreed.
- Marshal Kreider requested permission to renew the body camera annual cloud service in the amount of \$4,320.00. Ken moved to approve. Bob seconded. All agreed.

Wastewater:

- Mark Brubaker reported that Wealing Brothers is next after they finish their land applying. He is anticipating within a month.
- Mark continues to follow up with the fencing company, as well.
- Mark reported that the WWTP is running well using one clarifier.
- He also reported that he has been working with Mr. Rooter to have them contact us when they are doing work on customer laterals so we can put them in the town's GIS system so we can know for future reference where they were located.
- He also stated they will be starting the chlorine and will be testing for E Coli as of April 1st.

Street:

- Steven requested permission to complete the 50/50 sidewalk program for 2022. He received 3 quotes:
 - Jason McCorkle \$12,010.00
 - Pulver \$16,780.00
 - Thompson Concrete \$11,990.00
- Ken moved to approve the 50/50 sidewalk program with Thompson Concrete in the amount of \$11,990.00. Bob seconded. All agreed.
- Steven requested permission to hold spring clean up April 21st through April 23rd at 600 N. Main. Bob moved to approve and Ken seconded. All agreed.
- Steven gave an update on CCMG projects. Phend & Brown to begin ADA sidewalk crossings for 2021-2 within the next two weeks. Paving still to be determined. Pulver is to start paving for 2020-2 and rails for sidewalk crossing April 18th.
- Steven requested approval for flowers for the town light poles and town hall. He requested permission at an amount not to exceed \$1,500. Ken moved to approve the purchase of flowers from Miller's Country Green House at an amount not to exceed \$1,500. Bob seconded. All agreed.
- Due to variations of amount of salt put on trucks versus the amount ordered, we received more salt than ordered. We ordered 40 ton of salt in the amount of \$3,766.40, however, we received 44 ton in the amount of

\$4,178.35. Ken moved to approve the revised amount of salt in the amount of \$4,178.35 from Morton Salt. Bob seconded. All agreed.

Water:

- Water Superintendent, Steven Marquart, reported that they will be flushing hydrants on April 6th and 7th, weather permitting.
- Tricia requested permission to put together a committee to review both commercial and residential meters. She requested a member from the town council. Doug Ruch was nominated. He accepted the nomination. Ken moved to appoint Doug to the water meter review committee. Bob seconded. Doug abstained. Both agreed.

Park

- Steven requested permission to advertise for concession stand worker and life guards for the park. Ken stated he has already check with Janay Hackelman at the school. Doug suggested that advertisement be made on the town's facebook page and website.
- Steven stated that he will put in the pier as weather permits.

All Departments:

- Steven reported that it is time to reseal the parking lots and driveways. He presented a quote from Super Seal for areas needing coated and patched/crack sealed.
 - Water Tower driveway \$475.00
 - Sewer plant \$3,196.00
 - Town Hall, Community/EMS building and parking lot \$5,567.00
 - Utilities drive and parking on North Main \$2,734.00
 - New Beginnings \$2,663.00
 - Total is \$14,635.00
- Discussion was held. Ken moved to approve the sealing of the parking lots and driveways by Super Seal at an amount not to exceed \$14,635.00. Bob seconded. All agreed.
- Steven also requested to put a handicap parking spot on the north east corner of the Community Building parking lot. Bob moved to approve adding a handicap parking spot in the suggested location. Ken seconded. All agreed.
- Steven requested permission to renew the town's GIS service with ESRI for both water and wastewater at a cost of \$1,100.00. Ken moved to approve the ESRI renewal at a cost of \$1,100.00. Bob seconded. All agreed.

Clerk:

- Tricia Gall, Clerk-Treasurer, presented the February Bank Reconciliation for approval. Ken moved to accept the bank reconciliation. Bob seconded. All agreed.
- Tricia Gall reported that the town hall will be closed on Friday, April 15th for Good Friday and intermittently a few times for afternoon meetings and a few times the week of spring break. She will post it at the town hall and let the council know when this occurs, as well.

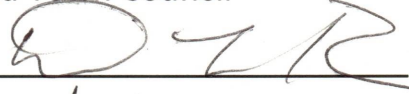
- Tricia Gall notified the council members that she has used the assistance of LWG for the annual financial report and also some miscellaneous items. She asked for the council's approval to use LWG for the housing steering committee. Bob moved to approve using LWG Advisors for purposes of the housing steering committee. Ken seconded. All agreed.
- Tricia Gall requested permission to renew the annual software invoice with Boyce. The program we currently use is Keystone. It is an 8.5% price increase. The cost of the annual renewal is \$7,875.00. Ken moved to approve the software renewal with Boyce for Keystone in the amount of \$7,875.00. Bob seconded. All agreed.
- Tricia Gall requested permission to purchase a fire proof file cabinet for the clerk's office in the amount of \$1,439.00. Ken moved to approve the purchase of the fire proof file cabinet in the amount of \$1,439.00. Bob seconded. All agreed.
- Tricia Gall presented calculations for utility credits for Jay Urbin in the amount of \$92.76 and Sarita Hernandez in the amount of \$60.40. Ken moved to approve both credits as presented. Bob seconded. All agreed.

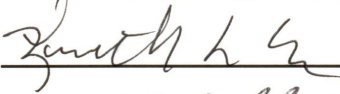
Accounts Payable Voucher:


- Tricia Gall presented the APV Registers dated 03/01/2022 through 03/14/2022. Ken moved to approve the APV Registers from 03/01/2022 through 03/14/2022. Bob seconded. All agreed.

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

Milford Town Council







Attests:



MILFORD TOWN COUNCIL EXECUTIVE SESSION

MONDAY, MARCH 28, 2022

7:00PM AT THE MILFORD TOWN HALL

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

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

REASON: PERSONNEL ITEMS & RECEIVE INFORMATION ABOUT & INTERVIEW
PROSPECTIVE EMPLOYEES

No business other than defined above was discussed.

Milford Town Council



Doug Ruch

Robert C. Cockburn

Attests: