

September 5, 2023

The Town Council of the Town of Middlebury met in regular session at the Town Hall, Middlebury, IN at 6:00 pm, September 5, 2023. The meeting was called to order by Council President, Miranda Cripe. All in attendance took part in the Pledge of Allegiance.

Upon the roll call, the following members of the Council were present:

Karl Miller, Scott Miller, Miranda Cripe, Dan Shoup, Chuck Teall

Also present were Mary Cripe, Town Manager, Jackson Beck, Attorney and Peggy Hutchison, Clerk/Treasurer.

MINUTES:

Scott Miller moved to approve the minutes from the August 21, 2023 meeting with a correction provided by Jackson Beck. He corrected "construction of the center" to "operation of the center". Dan Shoup seconded, and the motion passed with a voice vote.

PUBLIC COMMENTS:

Micah Horner – 212 Greenfield – apologized for the "mess" he created. He will pay the invoice he received but questioned the hourly employee rates. He didn't think they seemed fair. An explanation from Chuck Teall and Dan Shoup satisfied his question.

ACCOUNTS PAYABLE VOUCHERS:

The following Accounts Payable Vouchers were reviewed and approved on a motion by Chuck Teall and seconded by Dan Shoup. The motion passed with a voice vote.

Accounts Payable Voucher – Payroll 8/24/2023	\$ 130,040.39
Accounts Payable Voucher – August 31, 2023	\$1,426,219.30
Accounts Payable Voucher – September 5, 2023	\$ 129,523.86

UNFINISHED BUSINESS:

Miranda Cripe opened the bids for the WWTP Grating Project. The bids are as follows: Mason Engineering & Construction - \$210,867.00 and Crosby Construction - \$259,000.00. Chuck Teall motioned to take the bids under advisement, and Dan Shoup seconded. This passed with a voice vote.

The Council once again discussed the lawn issues at 804 Staci Lane. Dave's Landscaping has provided an estimate to do the repairs. His estimate is \$3,530.00. The Monroe's will pay the invoice and then bill the Town. There will be a signed, written agreement and a final release prepared and approved. Dan Shoup motioned to approve this arrangement and Scott Miller seconded. This passed with a voice vote.

Regarding the request for slowing the speed on State Street, Mary Cripe contacted MACOG and they will install traffic tubes on State Street to help evaluate the speeding. This will be done during the week of Sept. 11th. Information will be available at the next meeting.

Mary Cripe gave an update on the sewer connections in Westlake Estates with extension until October 31, 2023.

602 Westlake Dr – The contractor can have the sewer line installed as soon as the tree has been removed. An agreement form will need to be signed to pay monthly installments to the Town.

611 Claudia Lane – Sewer line has been installed, just working on restoration of the property.

1104 Claire Lane – There has been no contact with the property owner or their contractor.

NEW BUSINESS:

Amber Nielsen and Craig Marcum from Baker Tilly presented the Comprehensive Financial Plan for the Town of Middlebury.

After discussion was held regarding paying for the installation of the new meters, it was decided to have the Wastewater Department pay for this instead of the Water Department borrowing the funds. Chuck Teall motioned to approve the Wastewater Department paying for the installation and Dan Shoup seconded. This passed with a voice vote.

Dave York and Kellin Cripe from EJ Prescott explained to the Council how the installation process of the new water meters would work. The Council then discussed the agreement with E J Prescott and Advanced Utility Services. The total cost to have all the new meters installed is \$238,172.00. This includes helping to identify the lead service requirements. Scott Miller motioned to approve the contract with EJ Prescott/Advanced Utility Services and Karl Miller seconded. This passed with a voice vote.

Jackson Beck presented an engagement letter stating Yoder, Ainlay, Ulmer, Buckingham represents both the Town of Middlebury and Oaklawn Psychiatric Center, Inc. A consent form needs to be signed to allow YAUB to represent both parties involved with the gifting of our Opioid funds to Oaklawn. Scott Miller motioned to approve the joint representation. Karl Miller seconded the motion, and this passed with a voice vote.

Jackson then presented a Funding Agreement between the Town and Oaklawn Psychiatric Center, Inc. Scott Miller motioned to approve the agreement and Dan Shoup seconded. This passed with a voice vote.

Mary Cripe is requesting permission to hire Jennifer Holderread as the new Administrative Assistant and Chanda Dilks as the new Deputy Clerk/Utility Clerk positions. Chuck Teall motioned to approve the hirings and Dan Shoup seconded. This passed with a voice vote.

Due to the hirings, Ordinance No. 681-F -- "An Amendment to the Town of Middlebury 2023 Salary Ordinance" was presented. This allows for two (2) Administrative Assistants until the end of 2023. Chuck Teall motioned to approve the amendment and Scott Miller seconded. This passed with a voice vote.

Chuck Teall motioned to set the 2023 Halloween Trick or Treat hours for October 31, 2023 from 5 – 7 pm and Dan Shoup and Scott Miller seconded. This passed with a voice vote.

Chuck Teall motioned to name Mary Shroyer as the Town's representative to the Blkharth County 4-H Fair Board. Dan Shoup seconded, and this passed with a voice vote.

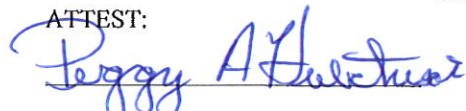
ANNOUNCEMENTS:

- a. Elk. Co. Redevelopment Commission Meeting on September 7, at 2pm at Elk. Co. Adm. Bldg.
- b. Fall Festival on September 8 and 9 in Memorial and East Parks
- c. Elk. Co. Plat Committee Meeting on September 14, at 9:00am at Elk. Co. Adm. Bldg.
- d. Elk. Co. Plan Commission Meeting on September 14, at 9:30am at Elk. Co. Adm. Bldg.
- e. Town Council Meeting Including the 2024 Budget Hearing on September 18, at 6pm at Town Hall
- f. Elk. Co. Board of Zoning Appeals Hearing Officer on September 20, at 9:00am at Elk. Co. Adm. Bldg.
- g. Park Board Meeting on September 20, at 3pm at Town Hall
- h. Elk. Co. Board of Zoning Appeals on September 21, at 9:00am at Elk. Co. Public Services Bldg.

The meeting was adjourned.


Miranda Cripe, President, Town Council

ATTEST:


Peggy A. Hutchison, Clerk-Treasurer