

October 2, 2023

The Town Council of the Town of Middlebury met in regular session at the Town Hall, Middlebury, IN at 6:00 pm, October 2, 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:**

Dan Shoup moved to approve the minutes from the September 18, 2023 meeting. Scott Miller seconded, and the motion passed with a voice vote.

**PUBLIC COMMENTS:**

It was mentioned how nice Crystal Valley Drive looks after the tree removals.

**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 9/21/2023	\$130,689.50
Accounts Payable Voucher – September 30, 2023	\$251,893.33

**UNFINISHED BUSINESS:**

Miranda Cripe opened the bid for the 2023 Dump Bed Truck. There was only one bid from McCormick Motors for \$96,123.00. Selking Group and Gates Chevrolet declined to bid. Chuck Teall motioned to award the bid to McCormick Motors and Dan Shoup seconded. This passed with a voice vote.

The Council then voted on Ordinance No. 691 – “Ordinance for Appropriations and Tax Rates”. This is for the 2023 budget. Dan Shoup and Chuck Teall abstained due to being volunteer firemen. Scott Miller motioned to approve Ordinance No. 691 and Karl Miller seconded. This passed with a voice vote with Peggy Hutchison calling the vote so Miranda Cripe could vote.

Mary Cripe presented the Council with information regarding the findings on the speeding on State Street from Warren St. to Winslow St. Due to the findings, the Council will not be taking any further action.

**NEW BUSINESS:**

Mary Cripe presented a proposal from JPR for the East Warren St. water main relocation under the Little Elkhart River. The contract is for utility coordination, design, and reimbursable expenses. The contract is for a total of \$15,500.00. Chuck Teall motioned to approve the contract and Dan Shoup seconded. This passed with a voice vote.

Mary Cripe presented the Pavement Management Plan Updated 2023. After reviewing the plan, Chuck Teall motioned to approve the updated 2023 plan and Scott Miller seconded. This passed with a voice vote.

Mary Cripe also presented the signed contract with EJP for the water meter replacement. EJP has signed the contract and now the Council needs to give final approval. Scott Miller motioned to approve the contract and Karl Miller seconded. This passed with a voice vote. Steve Cripe stated Dave York from EJP, should have an update soon regarding the installment start date.

Mary Cripe presented Change Order No. 6 from C & E Excavating for the County Road 20, and State Road 13 Utility extension. Jayco requested Bontrager Drive remain open during the day for the duration of the project. They have agreed to pay 100% of C & E Excavating's overtime to ensure this work happened during the weekend of September 30, 2023. Chuck Teall motioned to approve the Change Order No. 6 and Dan Shoup seconded. This passed with a voice vote.

Marshal Robert Baker is requesting to sell the 2016 Dodge Charger and the 2016 Chevrolet Impala. He would like to sell these two (2) vehicles at the Bright Star Auction on Friday, October 27, 2023. Scott Miller motioned to approve selling the vehicles at Bright Star and Karl Miller seconded. This passed with a voice vote.

The Wastewater Department is requesting permission to hire Ricky Lloyd for a laborer position with the department. Chuck Teall motioned to approve hiring Ricky Lloyd and Scott Miller seconded. This passed with a voice vote.

The Public Works Department is also seeking permission to hire Noah Streeter as an additional laborer for the department. Dan Shoup motioned to approve the hiring of Noah Streeter and Scott Miller seconded. This passed with a voice vote.


Due to the hirings, Ordinance No. 681-H – “An Amendment to the Town of Middlebury 2023 Salary Ordinance” was presented. Scott Miller motioned to approve the amendment and Karl Miller seconded. This also passed with a voice vote.

Mary Cripe presented a letter of engagement from Jeff Rowe at Baker Tilly proposing their assistance with the Waterworks Revenue Bond through the SRF. This was tabled until the next meeting. Mary Cripe stated there was a good discussion at the Redevelopment meeting regarding the water tower and other projects for the Water Department. Miranda Cripe would like to hold a special work session regarding this project. Mary also gave an update from INDOT on the US 20 and SR 13 road projects.

#### ANNOUNCEMENTS:

- a. Elk. Co. Redevelopment Commission Meeting on October 5, 2023 was cancelled
- b. Elk. Co. Plat Committee Meeting on October 12, at 9:00am at Elk. Co. Adm. Bldg.
- c. Elk. Co. Plan Commission Meeting on October 12, at 9:30am at Elk. Co. Adm. Bldg.
- d. Town Council Meeting October 16, at 6pm at Town Hall
- e. Elk. Co. Board of Zoning Appeals Hearing Officer on October 18, at 9:00am at Elk. Co. Adm. Bldg.
- f. Park Board Meeting on October 18, at 3pm at Town Hall
- g. Elk. Co. Board of Zoning Appeals on October 19, at 9:00am at Elk. Co. Public Services Bldg.

The meeting was adjourned.

  
Dan Shoup, Vice President/Town Council

ATTEST:

  
Peggy A. Hutchison, Clerk-Treasurer

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