

February 17, 2020

The Town Council of the Town of Middlebury met in regular session at the Town Hall, Middlebury, IN at 6:00 pm, February 17, 2020. The meeting was called to order by Council President, Miranda Cripe.

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

Jeremy Yahwak, Scott Miller, Miranda Cripe, Dan Shoup - Gary O'Dell was absent

Also present were: Craig Buche, Attorney, Mary Cripe, Town Manager and Peggy Hutchison, Clerk/Treasurer.

MINUTES:

Dan Shoup moved to approve the minutes from the February 3, 2020 meeting. Jeremy Yahwak seconded, and the motion passed with a voice vote.

PUBLIC COMMENTS:

Craig Buche introduced Randal Jacobs from Yoder, Ainlay, Ulmer & Buckingham. He will be filling in for Craig if he needs to be absent.

ACCOUNTS PAYABLE VOUCHERS:

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

Accounts Payable Vouchers payroll – February 13, 2020	\$104,973.91
Accounts Payable Vouchers – January 31, 2020 month end	\$131,047.49
Special Allowance of Accounts Payable Vouchers	\$154,661.36

UNFINISHED BUSINESS:

After some discussion, Craig Buche presented the Interlocal Agreement with Elkhart County for the Fiber Project. Jeremy Yahwak motioned to approve the Agreement and Dan Shoup seconded. This passed with a voice vote. The Town's share will be approximately \$600,000.00. This will be shared by all departments as the fiber will connect all the Town's buildings and offices.

Craig Buche also gave an update on the Lease Agreement with Elkhart County for the Monopole.

Craig Buche then presented Resolution 2020-03 – "A Resolution of the Town Council of the Town of Middlebury for a Special Purchase for a Sewer Vector Truck". This Resolution allows the Town to purchase a Vector Truck without the normal bidding process. Jeremy Yahwak motioned to approve the Resolution and Dan Shoup seconded. This passed with a voice vote.

NEW BUSINESS:

Mary Cripe presented a request from Kim Clarke, of the Middlebury Then and Now Committee. The Committee is requesting permission to have a food truck, No Forks Given, to be present for the events on April 17 and May 15, 2020. Dan Shoup motioned to approve the parking of the food truck and Jeremy Yahwak seconded. This passed with a voice vote. Proof of insurance must be given to the Town.

Mary Cripe presented an agreement with Baker Tilly Municipal Advisors for preparing a financial plan for the 5-Year Capital Plan. This is not to exceed \$20,000.00. Dan Shoup made a motion to approve the agreement and Scott Miller seconded. This passed with a voice vote.

Mary Cripe presented a "Memorandum of Understanding" between the Town of Middlebury, ReLeaf Michigan, Davey Resource Group, Inc., Michigan DNR Urban and Community Forestry, Indiana DNR Urban and Community Forestry and the St. Joseph River Basin Commission (SJRBC). This grant is to collaborate with communities to implement green infrastructure practices designed to impact water quality in the watershed. The Town will receive

50 free trees. Jeremy Yahwak motioned to approve the Memorandum and Dan Shoup seconded. This passed with a voice vote.

Mary Cripe presented a list of organizations requesting assistance from the Town. These are all agencies the Town has supported in the past. They are:

Middlebury Library	\$7,200.00
Humane Society of Elkhart County	\$5,400.00
Economic Development Corp.	\$6,378.00
Boys & Girls Club of Middlebury	\$3,500.00
Middlebury Historical Museum	\$4,000.00
Middlebury Chamber of Commerce	\$7,000.00

Dan Shoup made a motion to approve the support to these agencies and Scott Miller seconded. This passed with a voice vote.

The Council discussed the "Listing Contract" for the Town Hall building with Robert James, Inc., agent James Skillen. This was tabled until future meeting.

Mary Cripe presented proposed Ordinance No. 626-B – "Amendment to the 2020 Salary Ordinance". This is to allow for a new part time administrative assistant position. Jeremy Yahwak motioned to approve the Amendment and Scott Miller seconded. This passed with a voice vote.

Department Reports:

Water Department – The company whose truck hit the hydrant by the library, will be sending the Town a check for the hydrant.

Public Works Department – The hole caused by the water break by the Cider Miller on Bristol Ave., will be filled as soon as the weather permits.

Wastewater Department – The new truck is in. Dan is looking to buy a new return pump for \$15,800.00

Park Department – There will be a public meeting on March 23, 2020 for the Park's proposed 5-year plan.

Police Department – Nothing to add to report.

ANNOUNCEMENTS:

Park Board Meeting – February 19, 2020 at 6 pm – Town Hall

Redevelopment Commission Meeting – February 27, 2020 at 7:30 am – Town Hall

Next Council meeting - Monday, March 2, 2020 at 6:00 pm -Town Hall

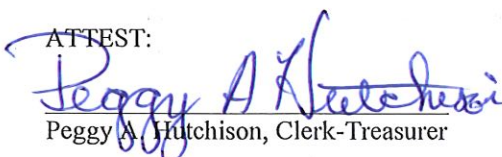
Elkhart Cty Redev. Comm. – March 5, 2020 at 2 pm – Elk. Cty., Public Services Bldg.

Tree Board Meeting – March 5, 2020 at 7 pm – Town Hall

Meeting was adjourned.


Miranda J. Cripe, Town Council President

ATTEST:


Peggy A. Hutchison, Clerk-Treasurer