



Town of Millersburg Town Council Meeting Minutes  
April 23, 2025

Attendees: Dean Smith, Larry Randolph, MacKenzie Taylor, Ryan Marovich, Corey Oberlin, Vernon Miller, Floyd Beechy, Jennifer Tobey, and Ray Rodriguez.

Dean called the meeting to order.

Dean made a motion to approve the meeting minutes from April 9, 2025. Larry seconded the motion. Upon voice vote the meeting minutes were unanimously approved.

**New Business:** Ryan Marovich from Commonwealth opened three bids the town had received for the CCMG 2025-01. The first bid opened was Niblock, \$190,805.00. The second bid was Phend & Brown, \$185,595.00. The final bid opened was DC Construction, \$194,020.00. Ryan stated, Phend & Brown is the lowest. Commonwealth will start working on the bid recommendation along with an award letter. This will take place at the next town council meeting.

**Marshal:** Jennifer Tobey, from Elkhart County Emergency Management was here to present a resolution from County. She's been with the County for 31 years. Earlier this year she sent Ray a resolution. This migration plan she was speaking about was just signed by the Commissioner. This will open doors for grants County wide. She stated with the resolution, if you need time to look things over or send it for the attorney to review that is fine. She said, she's received these back from other municipalities in Elkhart County already. FEMA supports the resolution along with the State of Indiana. This entails mitigation planning, County wide. What we're most vulnerable to be exposed to, natural disaster, transportation accidents, and cyber security. She would assist in writing plans, and everyone can attend. MacKenzie asked if Clinton Township would need to fill out their own resolution or do they correspond with us? Jennifer said, they correspond with you. So, whatever the Town does, they would fall into the County Mitigation Plan. Larry asked if there was a fee. She stated, no fee. Dean asked if there was a deadline for the resolution submission. She said there was none. Just let her know whenever it's signed.

Ray didn't have a physical copy of the Verkada quote with the installation. He told the council it amounted close to \$27,000 for the equipment and installation. Dean asked, is this what we were looking at for the grant? Ray replied no, that was for the radios. Larry and Dean asked MacKenzie if there was money for this. MacKenzie replied yes, there's money in the Public Safety fund for this. Larry made a motion to approve the expense for the Verkada cameras,



equipment, and installation. Dean seconded the motion. Upon voice vote the Verkada cameras, equipment, and installation was unanimously approved. Dean asked Ray how long before they will start on the installation. Ray said, probably about a week.

**Water:** MacKenzie said it was brought to her attention about the ground radar mapping from the previous meeting. The cost was \$21,000. This would be for water, wastewater, and drains (Corey). MacKenzie stated she understood the importance of having this done. Avery was fearful of going through with this because he didn't want to hurt either utility fund. Each fund would have to pay \$8,500. MacKenzie told Avery, we can use regular town funds to cover the expense. MacKenzie proposed paying 20,283.72 out of the CCD Fund, emptying that budget for the year. Then, pull \$716.28 from the EDIT Fund. EDIT is still a healthy fund for this budget cycle. Dean made a motion to approve the expense for ground radar mapping. Larry seconded the motion. Upon voice vote the ground radar was unanimously approved.

**Wastewater:** Corey said the digester was unplugged.

**Community Development:** MacKenzie attended at meeting for the Hawpatch Trail last week. She said it went really well. Things are going through. A purchase agreement has been signed with the railroad and Noble County actually purchased their first parcel. They plan on breaking ground in 2026. Millersburg will more than likely be the final phase/piece. MacKenzie sat with Brittany Short and she will help the town in planning for the trail and acquiring land for it.

Yesterday we had another beneficial meeting with Vibrant Millersburg. A lot of information, but it was a good brainstorming session.

**Maintenance:** Corey asked if he could buy a new weed eater. A new commercial one is about \$329 for a Stihl brand. He would like to purchase this from Stutzman or Gardeners. Dean and Larry both told Corey to go and purchase which ever one he likes the best.

Corey had a quote for the automatic doors at the Town Hall. Corey said he sent pictures to the company and that's how they based the quote off of the pictures. Corey said, it's about \$10,000 cheaper than the Prime Doors quote, so I don't know if I believe it. Larry said, the doors here are not ADA compliant. The quote for the two doors to be automated is \$5,850. Larry said he thinks we should do this before we get nailed or have to pay some sort of fine. Larry made a motion to accept the quote of \$5,850 for the automatic doors at the Town Hall. Dean seconded the motion. Upon voice vote the automatic doors were unanimously approved.

Corey had two quotes he received from Letherman's. The flag pole is \$835. Corey said he believes that is way too much. He thinks it'd be best to go to Menards and buy a solar battery light for \$35-\$40 a year (if needed) to light the flag pole. MacKenzie said she agrees with Corey. Corey mentioned, the labor within that quote is \$525. MacKenzie said, it's certainly not worth it.

Corey went over the second quote from Letherman's. This is for the gate opener at the maintenance department. The quote is \$1,640. Corey said, they will draw the power from the salt shed. They will also disconnect all of the corroded wires. Dean said, he does not have a problem with this. It was asked if Middlebury Electric and L&M ever quoted. Corey said no, L&M said they'd get with us weeks ago and never did. Middlebury should be coming out sometime. Dean made a motion to approve the work with Letherman's as long as it remains the lowest quote. Larry seconded the motion. Upon voice vote it was unanimously approved to go with the lowest quote for the gate opener. (Middlebury Electric quote came through 4-25-2025 and was almost \$1,000 higher than Letherman's).

Corey said Moe (Fire Chief) called Middlebury Electric about getting quotes around for a rotating tornado siren.

Dean asked Corey, how's the dump truck? Corey said he talked to them yesterday and they told him it should be done in a day or two. Corey said, he has heard the same line out of them for the past three weeks.

**Park:** Vernon said things are going well.

Vernon asked the council about the obsolete mower that is taking up room in his park maintenance building. Vernon said he knows someone that is interested in it. Vernon does not use the mower; the battery is dead. He has a mower that he uses that is owned by the town. Dean said he has no problem with selling the obsolete mower and asked MacKenzie if we are able to do that. MacKenzie said, let her check with Suzy Bass and look over the capital assets to see if it's on there. MacKenzie wants to ensure this is gone about in the right way.

MacKenzie went over the list of items that were purchased through the RDC for the pickleball courts. Benches, ball holders, LEF lights, and J hooks have been purchased. Toni has a remaining balance of \$4,456.60 left to spend.

**Clerk Treasurer:** ARPA report was submitted to the Department of the Treasury on April 22, 2025.

Selective Insurance Workman's Comp Audit was completed April 22, 2025.

MacKenzie presented the council with Resolution 2025-02. This resolution is for old outstanding checks. These checks have been stale for two years and it's time to receipt these back into fund. Dean made a motion to approve resolution 2025-02. Larry seconded the motion. Upon voice vote resolution 2025-02 passed.

March Bank Rec is done and complete, Suzy Bass has signed off on it. MacKenzie told the council, Addie actually completed the bank rec for this month and she did a great job and got it balanced without any troubles. Dean and Larry approved and signed off on the March Bank Rec.

**Old Business:** Dean started by saying he has sought out information about sidewalks. Dean said, unless the town owns the sidewalk then he cannot take the sidewalk out, as long as the town would like it to remain. A few people from the meeting looked on County GIS website to determine the property lines of 422 E. Lincoln. Ryan also mentioned County GIS is a great resource. This is not exact, but it's pretty darn close. Ryan said it'd be helpful to contact County and have them look up the deed. The only downfall is with some of the older properties, sometimes they never dedicated deeds. According to the Elkhart County GIS, the property lines technically fall on their front porch. Therefore, it can be determined the town owns the sidewalks. Dean also stated, as far as the ticket goes, the ticket is still valid and needs to be paid. Larry said, the gentleman received several warnings about parking on and over the sidewalk. Larry said he is not going to go against the Marshal's decision of determining to write him a ticket after several warnings. Dean asked, who wants to get a hold of him? MacKenzie suggested, it would be better coming from Dean.

Floyd shared his experience with Teledata where he used to work in Goshen. Floyd said, the business was located in Goshen and there was a sidewalk in front of the business. On the business's utility bill from Goshen City, they were billed x amount of dollars a month for sidewalk repairs. Floyd said, it's a State law that you cannot park on sidewalks.

Timber Valley requests more patrolling. It was also asked again about the permanent speed bumps. MacKenzie had asked about the 2025-01 submission. MacKenzie told Ryan she remembered completing the submission with Ryan and Robyn. Speed bumps were brought up and Robyn was not a fan. Ryan explained, Robyn used to be in charge of traffic control. So normally, when issues, such as speeding arise there are suggested steps to try before inserting speed bumps. Such as consistent enforcement, signage, speed radar for people to see their speed, and then maybe putting in a stop sign or a speed bump. Ryan said sometimes with speedbumps depending on where it's going in, these can cause water to pond around it.




MacKenzie said, well that would not be good for Timber Valley considering they have issues with this already. Ryan said, ultimately, it's whatever the people want. MacKenzie asked, if someone goes over the speed bump too fast and damages their car, who's responsible for that. Ryan replied, the town would be responsible since they would be the one putting it in. Ryan suggested trying the enforcement and speed sign first. He said, sometimes when people are watching cars go by the perspective can be off. If the speed limit is 20mph and someone is going 23mph, it can look extremely fast, when in reality it's 3mph over the limit, which is still considered speeding. Larry said they wanted to drop the speed to 10mph. Ryan said normally within residential areas the speed limit is 20mph-25mph. He said, maybe the people that are speeding are in a hurry to get to work or after school practices, games, and so on. Maybe after seeing how the speed signs go and enforcement goes you can determine what steps you want to take next. The town agreed on trying more enforcement and using a speed sign to see if this will slow things down. If not, then the discussion will need to be had about placing an additional stop sign in Timber Valley.

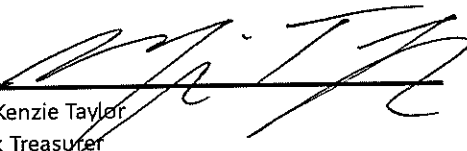
Dean asked if anyone had anything else. Floyd said I'm just here being nosey. Floyd said they are ahead of the game this year with Farmer's Day. All of the food vendors have paid their admission. Floyd said he does have a question, what's the deal with the liability insurance and how we fall under the town? We have never had to do this for Farmer's Day in the past. MacKenzie explained, when she met with her insurance broker earlier this year, park events and Farmer's Day came up. Rick Nystrand asked MacKenzie who puts on the event. MacKenzie said it's the Friends of the Park Committee that holds the event. Rick told MacKenzie they should be getting event insurance and you can get that coverage through Synergy for \$300. Floyd said he doesn't understand though, this is Millersburg's Farmer's Day, it takes place in the park donated to the town. MacKenzie further explained, this is not an event put on by us/the Town of Millersburg. This is an event put on by Friends of the Park, we are a separate entity when it comes to Farmer's Day. Floyd explained, way back in the day the Town Council actually started Farmer's Day, so it was the Town of Millersburg. Floyd said his grandfather was one of the first council members, and they are the ones that started this event. MacKenzie said, since her time of being here, it's been clear that Town of Millersburg and Friend's of the Park/Farmer's Day committee are two separate entities. MacKenzie told Floyd, she understands our employees pitch in and assist you guys with this event where it's needed, but the Town doesn't necessarily have any affiliation with what you guys do with the event. Farmer's Day does all of the planning, books vendors, accepts payments, and makes the event happen, the town has no process in that other than if something is needed in the park, like water or electrical needs, we make those repairs on your behalf but also to overall better the park. MacKenzie said, she doesn't know what happened in the past or how it came to Friends of the Park uniting and inheriting the Farmer's Day tradition. Floyd said, somewhere down the line it was with past administration that

divided us. Floyd said we need to bridge the gap somewhere. (The Town and Friend's of the Park has strengthened their relationship over the past couple of years. Vernon Miller and Larry Randolph have been liaisons for the Town side in attending the Farmer's Day meetings) MacKenzie told Floyd, moving forward we need to establish and determine together the involvement we would like to see from one another (Town of Millersburg and Friends of the Park). Floyd said he would discuss this and gather input at the next Farmer's Day meeting.

Dean made a motion to pay bills. Larry seconded the motion. Upon voice vote bills were unanimously approved.

Dean made a motion to adjourn. Larry seconded the motion. Upon voice vote it was unanimously approved to adjourn.

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Dean Smith  
Council President

X   
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MacKenzie Taylor  
Clerk Treasurer