

Town of Silver Lake
Council Public Meeting Minutes
Silver Lake Town Hall
March 8, 2023
7:00pm

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL:

ELECTED OFFICIALS

Hugh Murfin, Nichole Taylor, Jean Weller, Tonya Conley

DEPARTMENT HEADS

Jason McGlennen, Joey McNeal, John Conley

TOWN ATTORNEY

C. Austin Rovenstine

III. Guest- Cori Humes- County Visitors Bureau

Cori handed out paperwork showing initiatives with Kosciusko County Entities and Grace College. She also spoke about the brand Clearly Kosciusko and asked the council if road signs could be placed in town. They have been paid for and there is no cost to the town. The 30"x 12" signs would need to be installed and the town should be able to add them to any already existing signpost. Hugh asked how many signs would they like for the town to put up? Cori said two. Council chose Dixie and Sycamore streets; they can be viewed from SR 15 but won't be on the state road which would require a permit. Cori also mentioned they have Silver Lake post cards free of charge at the visitor's center if anyone would like one.

Guest- Tyler Coffel- Baker Tilly

Sewer Utility Report- The fund has been maintained, is stable and has been for the past several years. Due to the sewer having outstanding bonds it is required to have two months operating cost and the sewer is above recommended reserves. It is forecasted to remain steady if the revenue/budgets remain fairly the same. However, by 2025 is recommended that the town increase rates up to 22% and it can be a phased in increase. Even with the increase the town's

sewer rate will be under the statewide average rate. A Capital plan is important, and it is recommended that the town complete one this year for the next five year outlook for capital expenditures in sewer. This will help rate increases to be more accurate.

Water Utility Report- The revenue has increases in water, mainly due to apprenticeship reimbursements but that is set to end the middle of this year. The temporary loan borrowed from the General Fund has been paid off and will not be re-borrowed in 2023. Due to the water utility having an outstanding bond it is required to have rates sufficient to meet bond specifications. Water rates should be increased sooner than later at a 10% - 15% increase over the next couple years. A Capital Plan is also necessary for the water and should be done prior to a rate increase so that rates are more accurate.

The **CCD** fund used to be rate driven so when the rate dropped below the \$.05 it would need to be re-established. Now, once the rate is re-established it will remain the same. The town's current rate is \$.0463, and Baker Tilly recommends re-establishing the rate this year. Tonya asked the council if they would like to move forward with it this year or wait until next year. All council agreed to move forward with it this year. A public hearing will take place at the April 12th meeting.

Tonya spoke to the council regarding expenses that the town incurred due to a break in a sewer pipe. She showed the council the photos that were taken when a camera was ran through the pipe showing the break and the rocks stuck in the openings. She said she wrote checks for almost \$16,000 on sewer repair over the past week and mentioned a lot of money is being spent on the vacuum sewer system. She also showed the council more photos of a sump pump being connected into the sewer system and told them it is illegal to have this hook-up in the sanitary sewer. A fine of \$2500.00 per occurrence with each day being a separate occurrence can end up being very costly to those illegally hooked in. She said she is sure there are more than just the one that was found, and she recommends that people look to make sure theirs aren't hooked in. Joey said he did speak to the homeowner, so they are aware that they need to fix it, and they could be fined. He asked Tonya if she had written a letter to the homeowner as well and she said she hadn't yet, but it is on her to do list.

IV. Approval of Meeting Minutes:

February 8, 2023, Council Meeting

Nichole made first motion to approve minutes, with Jean seconded it and Hugh all in favor. Meeting minutes approved.

V. New Business: *Trash Bids*

Three bids were received from Stafford Solid Waste, Apex Waste, and Borden Waste-Away Services. Hugh opened and read each one aloud. Bids were then tabled until the April meeting so financial calculations could be made, and all requirements were within the bid. Bid results may be viewed at the Clerk-Treasurer's office upon request.

VI. Old Business:

▪ *Backyard Chicken Flock (Ordinance)*

Tonya stated that she emailed Area Planning to find out if they had regulations for coop sizes before a permit had to be obtained. She said that she received a response and because the town adopted all Board of Zoning laws residents will have to petition the BZA to provide a variance to allow them to harbor chickens. Currently the BZA only allows chickens in agriculture zoned areas. She wanted to let everyone know there would be an added step for them to have chickens. Town Attorney, Austin Rovenstine told the council the first step would be to pass the ordinance if they chose to allow chickens and then the resident can make their petition to the BZA. Frank asked where residents go for this, and Tonya said start with Area Planning. Hugh read the ordinance aloud. Jean said she was concerned about the manure and what people are going to do with it once they clean the coop. Frank said it can be used on the garden but after it has dried, it first needs to be placed in a compost. Jeanie said it will still smell and the neighbors will have to smell it. Frank said it won't produce a wet moldy smell if it is contained in a compost it will dry and shouldn't cause too much aroma. The second reading will take place at the April meeting.

▪ *Rescue Truck (Fire)*

John gave a presentation on a 2008 Spartan Chassis that he would like to purchase with the help of the town and township. He asked if the town

would be willing to pay \$55,000 and purchase a CAFS system, while asking the township if they would be willing to pay \$65,000. Molly asked about rust, she said she was concerned with the salt they have. Addison said he didn't see any. Complete Fleet looked at pictures of the truck and didn't see anything that they couldn't fix if it happens to need repairs. Jean made the first motion to help purchase the truck, Nichole made second motion and Hugh all in favor the motion passed. The Township also agreed to their part of the purchase. John will place an offer for the truck.

- *Indian Trail Park*

Tonya had a meeting with the K21 Foundation to speak to them regarding funding for the Indian Trail and Rambler Park projects. She said the meeting went well and the projects are consistent with K21 Health Foundation's mission. She showed the council pictures and quotes to complete the projects and stated she was waiting for one more quote to arrive. A nautical theme park was discussed for Indian Trail as well as a ½ basketball court, fence, swing, pavilion, picnic tables, parking, and mulch. Rambler Park improvements would be a fenced in toddler area with play equipment, picnic tables, and a teen/adult area with commercial cornhole boards and pavilion. Tonya said that if the council agreed, she would like to move forward with the application to K21 Health Foundation. She told the council that she had also budgeted money for costs not covered by the grant. Jean made first motion to move forward and apply for the grant, Nichole seconded it and Hugh all in favor. Motion passed.

VII. Citizens Comments/ Concerns:

None

VIII. Report of Department Heads:

- *Marshal Dept*

Jason let the council know that the new car was in and two new computers have been installed in the vehicles. The other computer will be installed soon. His monthly report that he gets from dispatch was for another community, he will get a report to the council later. Jason contacted the speed sign company because one of the signs isn't

working. He is still working to get it going but thinks the issue is the battery and solar.

○ *Town/Utilities*

Joey said his department spent a lot of money on repairs for sewer. The tool cat broke down again and it has been towed for repairs. Chris would like to take vacation 1st week in April, council stated that that was fine.

○ *Fire Dept*

John said they had 8 runs,
Dinner/Auction on May 14th and the Golf outing is on June 25th. He said the town has sponsored a hole in the past and would like them to think about doing it again.

IX. Claim Docket: \$177256.00

Tonya asked if she could pay R&R Visual invoice that came in after the docket was finished and uploaded. Council said yes.

Jean made first motion to approve Claim Docket, Nichole seconded it and Hugh all in favor. Motion passed.

X. Letters:

Leak Letters- Davila

Qualifies for an adjustment of \$1,010.94 for water, and \$711.45 for sewer.

However, he has not brought in a receipt for parts or a plumber which is required by ordinance. He has been told he needs to do this. Council chose to table until a receipt for the repair has been turned in.

XI. Miscellaneous:

None

XII. Council Meeting

April 12, 2023, 7:00pm @ Town Hall

XIII. Adjournment:

Nichole made first motion and Jean seconded it and Hugh all in favor, meeting adjourned at 8:23 pm.

HUGH MURFIN, COUNCIL PRESIDENT

TONYA CONLEY, CLERK-TREASURER