



TOWN OF SILVER LAKE
PUBLIC COUNCIL MEETING MINUTES
OCTOBER 8, 2025-7:00 PM
Silver Lake Town Hall, 604 N Jefferson St.

I. Meeting opened at 7:17 pm

II. Present:

- a) Elected Members: Medard (Hugh) Murfin, Nichole Taylor, Gloria (Jean) Weller, Tonya Conley
- b) Department Heads: Jason McGlennen, Joey McNeal, John Conley
- c) Attorney: Austin Rovenstine

III. Meeting Minute Approvals:

The meeting minutes for September 10, 2025, Regular Meeting and September 29, 2025, Executive Session were approved as written. Nichole made the first motion, Jeanie seconded, and Hugh all in favor; the motion carried.

IV. Guest Speakers:

Herb Manifold, Ecosystems Connections Institute, LLC, and Brett Burch, Silver Lake Conservation Foundation, gave a presentation to the council for the **Shutt Ave. boat launch**. The boat launch needs repair due to a steep drop-off point in the water. Herb submitted a quote to the council for \$4450.00, which includes design, study, permitting, bid estimates, and final reports. Herb stated that he would also add a park study to provide more parking spaces for boaters. Several citizens asked questions and commented, showing support for fixing the boat launch. Nichole made the first decision to accept the quote and work on the boat launch. Jean seconded the motion, Hugh all in favor, motion carried. All the board members agreed that something needs to be done.

V. Old Business:

- a) **Determination Hearing** for **Carla Buckles**, owner of a property located on Coy Ave, continued from the August meeting. Carla was not present at the meeting. Austin reviewed the matter with the council and guided them on their next steps and options. The council moved to continue with

the order to repair and start imposing fines for non-compliance. Nichole made the first motion to impose a \$500.00 fine; Jean seconded; Hugh all in favor; motion carried. Austin will complete the Review Hearing Order for Tonya to mail out.

VI. New Business:

- a) **OCRA Grant Administrative contract** from Shannon McLeod, Baker Tilly, was presented to the council. The agreement is for \$60,000.00 and includes administrative duties to oversee the \$750,000.00 award for the community center construction. Tonya explained that the grant administrator must be OCRA certified, which Shannon is. The council complimented the work that Shannon provides and would like to keep her as the administrator. Nichole made the first motion, Jean seconded the motion, Hugh all in favor, motion carried.
- b) **Ordinance 10-01-25 Amendment to the Employee Handbook** outlines the new law regarding parental leave for child education leaves of Absence. This provides parents with time off for child education meetings for students with IEPs and adds criteria. The ordinance was passed with Jean making the first motion, Nichole the second, Hugh all in favor, and the motion carried.
- c) **2026 Interlocal Agreement with Kosciusko County** was passed with Nichole making the first motion, Jean seconding the motion, Hugh all in favor, motion carried.
- d) **2026 Raises** were discussed but tabled until the November meeting. Jean made a motion to suspend raises for 2026 to see how the new tax law affects the town financially, but she did state that she would be willing to give Kole a raise. Hugh noted he wouldn't want to go above the \$.50 increase, but wanted to give something, and Nichole said she would be ok with \$.50 for the guys, but Jason had mentioned \$2.00 for Kole. Tonya spoke at that moment, stating that unless Jason gives up his part-time position (which is currently unfilled), she could contribute more than the \$.50 added to the budget. Nichole stated he was willing to do that. Tonya also noted that the council needed to think hard about what they are doing. Tonya told Kole that what she is saying is not against him. She went on to say that Kole, a six-month employee, would be making more than three individuals who have worked for more years. One of the three had been in service for almost 20 years, and two for 5 years. She asked them to table it so they could think it through, because it would cause a lot of

issues. The council agreed to postpone until the November meeting to further research the rates for each person.

VII. Citizens' Comments/Concerns:

Carolyn Montel addressed Jason and Hugh about ordinances. Jason stated he has been working on them, and Hugh said that they have been updating ordinances. The discussion was short. Hugh told Carolyn to attend the November meeting when the ordinance changes will be read aloud.

VIII. Department Head Reports:

a) **Marshal Department:**

- Call logs were given to the council showing the total number of responses.
- The department has applied for a K-Code grant.
- Jason spoke about the weight limit on the culvert and the home being brought into the lake area.
- Jason spoke about an individual who was harboring chickens. Nichole stated that the town has a no-farm-animal policy. Tonya noted that the town had an ordinance specifically mentioning the “no chicken” policy.

b) **Street/Utilities Department:**

- Media Filter filament is in and should be completed in the next couple of weeks.
- Fire hydrants will be flushed when the media filter is complete
- Leaf pick-up will begin the week of Halloween and will continue until around Thanksgiving. Pick-up will be on Mondays, Wednesdays, and Fridays.

c) **Fire Department:**

- 3 runs were responded to since the last council meeting.
- The Fire Department is having an auction that should be online by October 9th on Metzger’s Auction site. Bidding will run until October 17th

I. **Claim Docket:**

The claim docket for **\$119650.00** was approved, with Jean making the first motion, Nichole seconding, and Hugh all in favor; the motion carried.

II. **Letters:**

LJR Investments (Bowman's Landing) had a leak that lasted for two months during the billing cycles, and it has been fixed. The council agreed to adjust the sewer portion of the bill for \$96.98. They did not qualify for a water adjustment. Nichole made the first motion to modify, Jean seconded, Hugh all in favor, motion carried.

III. **Miscellaneous:**

- a) The next meeting will take place on **November 12, 2025**, at the Silver Lake Town Hall. The meeting will begin at 7:00 pm.
- b) Trick or Treat is October 31, 2025, from 6:00 PM to 8:00 PM. Trunk or Treat will take place at the Igloo Ice Cream Shop on West Main St.

IV. **Adjournment:**

The meeting was adjourned at 8:21 p.m. with Nichole making the first motion, Jean seconding the motion, and Hugh seconding the motion; all in favor, the motion carried.

Hugh Murfin, Council President

Tonya Conley, Clerk-Treasurer