

**MINUTES OF MEETING OF TOWN COUNCIL
TOWN OF BREMEN, INDIANA
January 13, 2025**

The Town Council of the Town of Bremen, Indiana, met in regular session at 4:30 p.m. on Tuesday, January 13, 2025, at the Bremen Town Hall pursuant to notice previously published. Council Members Michael Leman, William Daily, Alex Mikel, Bryan Miller and David Bailey were present. Also present were Keith Fraine, Director of Operations; Meghan Atkins, Clerk-Treasurer; Ben Wright, Superintendent of the Electric Department; Henry Aguayo, Superintendent of the Water Department; Chief Brad Kile, Police Department; Austin Langdon, Superintendent of the Street Department; Matt Cunningham, Superintendent of the Wastewater Department; Brian Main, Superintendent of the Park Department; Chief Matt Neher, Fire Department; Nate Lockwood, Cemetery Sexton; Ken Jones, Town Engineer; and Anthony Wagner, Town Attorney.

PLEDGE OF ALLEGIANCE: The Council recited the Pledge of Allegiance.

MINUTES: Mr. Daily made a motion to approve the minutes of the December 23, 2024, meeting, which was seconded by Mr. Mikel and carried by a vote of 5 ayes, 0 nays.

CLERK-TREASURER: Ms. Atkins presented the docket of claims, including the payroll allowance, without amendment; Mr. Miller made a motion to approve the docket as submitted, which was seconded by Mr. Mikel and carried by a vote of 5 ayes, 0 nays.

COMMUNITY CROSSINGS 2024-2 BID OPENING: Mr. Wagner opened the following bids:

- HRP, Construction, Inc: \$1,677,000.00
- Milestone Contractors, LP: \$1,736,810.00
- Phend & Brown, Inc.: \$2,022,008.50

Mr. Mikel made a motion to take the bids under advisement, which was seconded by Mr. Daily and carried by a vote of 5 ayes, 0 nays.

TOWN ATTORNEY: Mr. Wagner presented Ordinance 14-2024, regarding the operation of UTVs within the Town limits, for second reading. Mr. Daily made a motion to approve Ordinance 14-2024 on second and third readings, which was seconded by Mr. Mikel and carried by a vote of 5 ayes, 0 nays.

NEW BUSINESS: No new business was brought before the Council.

OLD BUSINESS: No old business was brought before the Council.

PUBLIC COMMENTS: No public comments were made to the Council.

DIRECTOR OF OPERATIONS: Mr. Fraine submitted his report. Mr. Fraine requested that the Council renew his appointment to the Marshall County Unsafe Building Board; Mr. Miller made a motion to appoint Mr. Fraine to the Marshall County Unsafe Building Board for the 2025 calendar year, which was seconded by Mr. Bailey and carried by a vote of 5 ayes, 0 nays. Mr. Fraine told the Council he had researched Community Outreach Services since the NIXLE program was no longer free. Mr. Fraine explained that he found two services, REACH Alert and Everbridge, and recommended that the Council approve use of the REACH Alert because it offered

a lower price with an AIM discount, allowed unlimited characters, and had a larger message limit. Mr. Fraine noted that the Police Department would pay for the service for the first year. Mr. Leman asked if the system was only for text alerts or if the messages could be sent by email or voicemail, and Mr. Fraine replied that he would seek more information from REACH Alert. Ms. Atkins noted that the service would have been useful during the recent Center Street fire and for several other notices that the Town had put out by other means. The Council discussed the request. Mr. Daily told the other Council members that he knew that Goshen used the service and had been happy with it and asked Mr. Fraine if messages could be sent in other languages, such as Spanish. Mr. Fraine again replied that he would discuss the question with REACH Alert. The Council directed Mr. Fraine to begin negotiations with REACH Alert. Mr. Fraine commended the Bremen Fire Department for their work on the recent Center Street fire and thanked the Police Department for their assistance as well.

DEPARTMENT HEAD REPORTS:

Mr. Wright had no new information to report on behalf of the Electric Department.

Mr. Cunningham submitted his report on behalf of the Wastewater Department.

Mr. Lockwood told the Council that the spring cemetery clean-up was scheduled for April 3 and April 4 and that the department would notify the public through a variety of means. Mr. Lockwood also told the Council that he had a quote for new cemetery equipment that had been included in the department's budget for 2025. He explained that the quote was for approximately \$74,000.00 and had been obtained using the Sourcewell service. Mr. Mikel asked if the department would be keeping the backhoe/loader and Mr. Lockwood replied that he had considered trading the equipment in. The Council discussed the request and the current bid standards. Mr. Mikel suggested that Mr. Lockwood use his judgment on whether to trade in any of the equipment and to retain any pieces that would not return much value.

Mr. Aguayo had no new information to report on behalf of the Water Department.

Mr. Main told the Council that he met with the German Township Trustee and the Advisory Board, and that they would be donating four (4) metal picnic tables for the Jackson Street Pavillion, plus another \$10,000.00 toward the purchase of a new Bobcat. Mr. Main told the Council that he had submitted the proposed job description for the Assistant Superintendent position, and the Council discussed the proposed compensation for the position. Mr. Main requested a pay range between \$42,000.00 and \$52,000.00, and that he hoped to have interviews in January so that a hire could be made at the February Park Board meeting. Mr. Daily expressed concern that the pay range may be too low for the preferred qualifications and Mr. Main gave the Council a brief survey of similar positions in neighboring communities. After all discussion, Mr. Daily made a motion to assign the position a pay range of \$42,000.00 to \$52,000.00 per year, which was seconded by Mr. Mikel and carried by a vote of 5 ayes, 0 nays.

Mr. Langdon submitted his report on behalf of the Street Department. Mr. Langdon told the Council that his department had budgeted approximately \$128,000.00 for a new dump truck in 2025 but had found a suitable vehicle for sale in Wisconsin for \$76,000.00 and had taken action to purchase the vehicle. Mr. Wagner explained the purchasing process. Mr. Mikel suggested that a new standard operating procedure be developed on purchasing as some of the former guidelines had been removed from the employee handbook. Mr. Wagner told the Council that he would work with Mr. Fraine and Ms. Atkins on the new policy.

Chief Kile told the council that a new car had been put into service, but that the department also had a 2017 vehicle that required more work than the vehicle was now worth. He explained that the vehicle had been the department's canine vehicle and had a kennel in the back. He also told the Council that 90,000 miles but a large amount of idle time due to being the canine vehicle. The Council asked Chief Kile about the ages

and condition of other cars in the department's fleet and Chief Kile gave a brief history of recent purchases and current use of all vehicles. Mr. Miller made a motion to declare the vehicle surplus property so that it could be sold, which was seconded by Mr. Daily and carried by a vote of 5 ayes, 0 nays.

Chief Neher submitted his report on behalf of Fire Department and thanked all the Town departments for their help with the recent Center Street fire.

Mr. Mikel made a motion to approve the Department Head Reports, which was seconded by Mr. Miller and carried by a vote of 5 ayes, 0 nays.

TOWN ENGINEER: Mr. Jones submitted his report on behalf of JPR and told the Council that they would have an updated scope for the wastewater treatment project soon, along with Baker Tilly's analysis. Mr. Jones asked for permission to update the cost estimate on the Center Street parking lot improvements, and the Council asked him to proceed. Mr. Mikel asked if the Standpipe project had made any progress and Mr. Jones explained that he was still waiting to hear back from the Department of Historic Preservation.

COUNCIL COMMENTS: Mr. Mikel asked if an electronic vehicle charging station would be included in the Center Street parking lot and Mr. Jones explained that the current design had space for that in the plan.

Mr. Leman told the Council Members he had contact with a party that might be interested in using the apartment building in a similar fashion to its current use. The Council discussed their current options for dealing with the building.

All the Council Members thanked the Fire Department for their handling of the recent Center Street fire and thanked the Police Department and other Town employees who assisted with the event.

The Council Members welcomed Ms. Atkins and Mr. Bailey to their new positions.

ADJOURNMENT: Mr. Daily made a motion to adjourn the meeting, which was seconded by Mr. Mikel and carried by a vote of 5 ayes, 0 nays.

ATTEST:

Meghan Atkins,
Clerk-Treasurer, Town of Bremen

Michael Leman, President