

**MINUTES OF MEETING OF TOWN COUNCIL  
TOWN OF BREMEN, INDIANA  
February 10, 2025**

The Town Council of the Town of Bremen, Indiana, met in regular session at 4:30 p.m. on Tuesday, February 10, 2025, at the Bremen Town Hall pursuant to notice previously published. Council Members Michael Leman, William Daily, Alex Mikel and Bryan Miller 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; 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 January 27, 2025, meeting, which was seconded by Mr. Miller and carried by a vote of 4 ayes, 0 nays. Mr. Miller also made a motion to approve the minutes of the February 3, 2025 executive session, which was seconded by Mr. Mikel and carried by a vote of 4 ayes, 0 nays.

**CLERK-TREASURER:** Ms. Atkins presented the docket of claims with the payroll allowance docket included; Mr. Mikel made a motion to approve the docket as submitted, which was seconded by Mr. Miller and carried by a vote of 4 ayes, 0 nays. Ms. Atkins then presented Ordinance 01-2025, regarding the pay increase for crossing guards, for second and third reading. Mr. Mikel made a motion to approve Ordinance 01-2025 on second and third reading, which was seconded by Mr. Miller and carried by a vote of 4 ayes, 0 nays. Mr. Leman asked Ms. Atkins if she would investigate the cost of outsourcing payroll services, and Ms. Atkins told the Council she would report back in a future meeting.

**TOWN ATTORNEY:** Mr. Wagner told the Council that he would circulate the proposed school resource officer agreement.

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

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

**PUBLIC COMMENTS:** Andy Harriger from Sawvel & Associates, Inc., appeared to discuss the rate service performed for the Electric Department. Mr. Harriger explained that the proposed changes had been developed over several months and noted that the last study had been performed in 2021. Mr. Harriger explained the cost increase for the Town apartment as well as IMPA at large and led the Council through a discussion of proposed rate modifications. The Council discussed the proposal, including the staggered impact of rate increases. The Council asked Mr. Wright, Mr. Harriger, Mr. Wagner and Ms. Atkins to work on a new ordinance to revise the department's rates.

**DIRECTOR OF OPERATIONS:** Mr. Fraine submitted his report. Mr. Fraine requested that the Council change the cell phone stipend policy to include more Town employees. He explained that many employees were using their personal phones to conduct Town business because of apps that were easier to use than other devices and equipment, and because communications were faster through text message than using the radios. Mr. Fraine estimated the total cost to add all proposed employees to be \$6,000.00 per year. The Council asked him to clarify which employees would receive

stipends, and Mr. Fraine proposed to add all utility employees as well as the Street Department. Mr. Leman asked if any employees would be excluded, and Mr. Fraine replied that he did not include the dispatchers and the Clerks. Chief Kile suggested that the chief dispatcher, Melinda Daily, be included as she would be contacted for issues with dispatching equipment and staff. Mr. Mikel asked if the employees still used the two-way radios, and Chief Neher, Mr. Aguayo and Mr. Main each stated that they were not used frequently in their departments. Mr. Main also suggested including the park's new assistant superintendent/pool manager. Mr. Mikel told the other council members that he supported expanding the phone stipend policy to include the additional employees, but that he needed to leave the meeting for another commitment; Mr. Mikel excused himself from the meeting. The remaining council members discussed the proposal. Mr. Daily made a motion to approve the revised policy, but Mr. Wagner asked him to withdraw the motion due to a potential conflict if his spouse was to receive a stipend. Mr. Daily withdrew his motion. Mr. Daily then made a motion to table the matter, which was seconded by Mr. Miller and carried by a vote of 3 ayes, 0 nays.

Mr. Fraine then asked the Council to increase the amount of the travel meal per diem, explaining that the current per diem was only \$35.00 per day. He told the Council that he found most other communities had much higher levels and proposed that it be increased to \$65.00 per day. Mr. Daily asked several questions about the use of the policy and expressed confusion at what the per diem covered. Mr. Fraine told Mr. Daily he would review the policy to propose clarifications. Chief Kile and Mr. Aguayo gave a brief explanation of their experience with the policy, with the primary difference being whether the employee stayed overnight. The Council discussed the request, as well as the option of using department credit cards. Mr. Miller made a motion to increase the meal per diem to \$65.00 per day, which was seconded by Mr. Daily and carried by a vote of 3 ayes, 0 nays.

#### **DEPARTMENT HEAD REPORTS:**

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

Chief Kile had no new information to report on behalf of the Police Department.

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

Mr. Main told the Council that the Park Board had hired Harley Booher for the Park Assistant Superintendent position. He told the Council that the agreed-upon wage for the position was \$24.25/hour, which worked out to approximately \$50,000.00 per year. Mr. Main told the Council that she was a Bremen High School graduate, had good experience with the new pool facility equipment as well as additional event planning experience.

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

Mr. Langdon asked the Council to promote Ryker Hand from Class A operator to Class AA operator and noted that his pay would increase from \$29.60/hour to \$30.30/hour. The Council discussed the promotion. Mr. Miller made a motion to promote Mr. Hand to the position of AA operator, effective February 10, 2025, which was seconded by Mr. Daily and carried by a vote of 3 ayes, 0 nays.

Mr. Fraine told the Council that Chief Neher had to leave to attend a County public safety meeting but that Chief Neher had submitted his report.

Mr. Lockwood had no new information to report on behalf of the Cemetery Department.

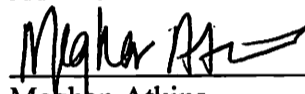
Mr. Daily made a motion to approve the Department Head Reports, which was seconded by Mr. Miller and carried by a vote of 3 ayes, 0 nays.

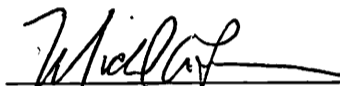
**TOWN ENGINEER:** Mr. Jones asked the Council to delay the Community Crossings grant award until the next meeting. Mr. Miller made a motion to table the award of the Community Crossings grant project until the February 24, 2025 meeting, which was seconded by Mr. Daily and carried by a vote of 3 ayes, 0 nays. Mr. Jones then requested permission to apply for a grant for the Wastewater Department and explained that the grant would involve talking to the Town's industrial-scale users. The Council asked Mr. Jones to pursue the grant. Mr. Jones asked the Council to engage Baker Tilly to work on the necessary rate evaluations to extend wastewater services to the Lake of the Woods. Mr. Daily made a motion to engage Baker Tilly to perform the work for the project, which was seconded by Mr. Miller and carried by a vote of 3 ayes, 0 nays.

**COUNCIL COMMENTS:** No Council comments were offered.

**ADJOURNMENT:** Mr. Daily made a motion to adjourn the meeting, which was seconded by Mr. Miller and carried by a vote of 3 ayes, 0 nays.

ATTEST:

  
\_\_\_\_\_  
Meghan Atkins,  
Clerk-Treasurer, Town of Bremen

  
\_\_\_\_\_  
Michael Leman, President