

AUGUST 2, 2017

TOWN COUNCIL MEETING

Those present:

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|----------------|--------------------|------------------------|------------------|
| Jim Smith | Matt Mize | Anne Myers | David Fenker |
| Allen Miracle | Jim Kirk | Steve Shumaker | McKenzie Klemann |
| Tom Dale | Jennifer Hotchkiss | Ben Vineyard | Kent Coble |
| Laura Rager | Cam Kissinger | Bernie Ferringier | John Mugford |
| Chalmer Tobias | Ryan Shock | Marilyn Custer-Mitchel | Bryce Mugford |
| Adam Penrod | Aaron Popplewell | Craig Walters | Brendyn Mugford |
| Carrie Mugford | Wayne Stephan | Carla Gebert | Diana Stephan |

Those absent: None. A quorum was attained.

The regular August meeting of the North Manchester Town Council was held at the Public Safety Building, 709 W. Main Street, North Manchester, Indiana, on August 2nd, 2017, at 7:00 p.m., pursuant to notice duly given in accordance with the rules of the Council. The meeting was called to order by council president, Jim Smith, who presided.

MINUTES

Minutes of 07/05/17 regular meeting were presented for approval. Motion to approve the minutes as presented: Rager/Dale. Motion passes unanimously.

VISITOR COMMENTS

None

UNFINISHED BUSINESS

1. Consideration of Water Rate Ordinance, GO #4, 2017 – Mugford read general ordinance #4 by title only. Motion to approve general ordinance #4 on third reading: Rager/Miracle. Motion passes unanimously.

2. Consideration of Wastewater Rate Ordinance, GO #5, 2017 – Mugford read general ordinance #5 by title only. Motion to approve general ordinance #5 on third reading: Rager/Miracle. Motion passes unanimously.

NEW BUSINESS

1. Consideration of NJPA Agreement, Resolution #2, 2017 – Town Manager Adam Penrod explained that Wastewater Superintendent Aaron Popplewell came to him last year and made known the concerns about the sewer cleaning machine. The cost of making all the necessary repairs was researched. It was determined that it is more cost effective to replace the 16-year-old vac truck than repair it. In February council gave permission to receive bids for a new machine. While working to solicit bids the National Joint Powers Alliance was discovered. The equipment purchase can be made through NJPA under the special purchase provision in state law. This provision allows one municipality to piggyback on the bid of another municipality. Penrod emphasized that this option was thoroughly vetted by the town attorney and the clerk treasurer. Buying through NJPA will be an almost \$10,000 savings. Penrod explained that different financing options were evaluated. Crossroads Bank offered the best interest rate at 2.9%. Town Attorney Matt Mize read resolution #2 verbatim. Penrod stated that the contract with Vactor

stipulates 180 days from order till delivery. Popplewell noted that the current truck will be sold and there have already been some inquiries into the machine. Councilmember Chalmer Tobias asked for clarification that \$403,000 is purchase price and that by passing this resolution council is agreeing to buy a Vactor sewer cleaning machine with funding through an equipment lease. Penrod confirmed. Tobias asked how much the old truck is estimated to be worth. Penrod stated that it should bring \$80,000-\$100,000. Penrod commented that there is still some life left in the old machine and it is valuable to a community wanting one but without the means to buy new. Motion to approve resolution #2: Rager/Tobias. Motion passes unanimously.

2. Consideration of Increase to Tree Commission Funding – Tree Commission Chairman Ben Vineyard thanked the council for considering a request for additional funds for tree removals and trims. Vineyard expressed understanding that this is tax payer money and the commission takes that seriously. In June a long list of tree work was bid out, with the lowest bid at \$14,000. Vineyard mentioned a couple of factors influencing the budget: the cost of work increasing and the weather. Several small storms have gotten people outside and looking at their trees. A few trees around town have gone through roofs and that has people being more cautious. Vineyard stated that he inspects each tree on the list and if it is dangerous to people or property it has to come down. Vineyard would prefer to trim trees, but trimming a lot out of a tree that will have to eventually come down is not cost effective. Usually the tree commission has money to work through October but this year they have spent their appropriations much earlier. Vineyard requested an additional \$10,000 to cover two additional months of tree work. Clerk-Treasurer Carrie Mugford suggested using money from the Cumulative Capital Improvement fund. Councilmember Allen Miracle asked if the town is legally obligated to provide tree trim/removal services. Council President Jim Smith stated that traditionally the work is done by the town to take care of tree lawn trees. Manchester has been designated a Tree City USA for many years and taking care of the tree lawn is part of that but there is no legal obligation to do it. Vineyard stated that there are some liabilities with known dangerous trees but ultimately it is service to the residents. Councilmember Laura Rager asked if the ash bore is still having an effect and if there are still bad silver maples around town. Vineyard replied that the ash trees have come to an end but there are a lot of big old silver maples. There were some poor decisions made 50-60 years ago when placing and planting trees. Rager acknowledged that the tree commission is diligent with Walrod trees to make sure the right trees are planted in the right spot. Motion to approve spending \$10,000 from CCI for additional tree work: Rager/Miracle. Motion passes unanimously.

3. Parkview Update – Smith introduced Marilyn Custer-Mitchel, President of Parkview Wabash Hospital. Parkview will be giving periodic updates at council meetings on the pre-hospital services in town. Custer-Mitchel remarked that it is a pleasure to work with the town of North Manchester. Custer-Mitchel introduced Carla Gebert, EMS program manager. Gebert noted that Parkview has been stationed at the public safety building since 10/1/16. Moving forward there will be an annual report presented to the council. Gebert presented a PowerPoint report with statistics of ambulance runs and patients. The EMS service is very busy. There is an ambulance stationed in town and in Silver lake and Parkview will soon be adding one in Wabash to increase coverage. Gebert noted that cardiac arrest survival statistics are above the national average in this service area. Gebert emphasized that Parkview can't do this without the primary care provided by the fire department. Gebert thanked the police and fire departments for their ongoing assistance.

DEPARTMENTAL & COMMISSION REPORTS

Appointments – None.

Police Dept. – Police Chief Jim Kirk reported that Jon Pace resigned his position to take job at Manchester University. Kirk will begin advertising for the open position. Kirk reported that he has spoken to the new Manchester Community School superintendent. The school system is still interested in having a school resource officer. Police officers will work at the schools on a part-time basis during their days off from the town. Kirk is not sure if this program will begin this school year or next.

Fire Dept. – Fire Chief Cam Kissinger added 6 medical calls, 1 building fire and 1 false alarm to the report already submitted. Kissinger reported that he traveled to Florida for final inspection of the new fire truck. Kissinger found several minor issues that have already been corrected. The truck should be on its way to Indiana to be delivered next week. Kissinger reminded everyone that the volunteer fire pancake breakfast is Saturday, August 5, from 7:00-11:00.

Code Enforcement – Report included in packet. Building Commissioner Steve Shumaker noted that there may need to be a board of public safety meeting in September.

Plan Commission – Did not meet.

Board of Zoning Appeals – Did not meet.

Traffic Commission – Did not meet.

Parks & Recreation – Park and Recreation Director Jennifer Hotchkiss reported that nothing more is known on the aquatic facility roof issue at this time. The insurance company, engineer and manufacturer are working to determine who may be at fault. Hotchkiss noted that this is the 10th week of summer day camp. The camp kids are working on a float for the Funfest parade. The maintenance staff is busy getting ready for Funfest activities.

Town Life Center – Nothing to report. Building Administrator Anne Myers stated that the facility is quiet right now. There have been no major building incidences. The gym is used only sparingly because there is no air conditioning. Myers reported that there is a prospective business looking into renting the old kindergarten room.

Tree Advisory – Report included in packet.

EDG – Nothing to report.

RDC – Town Manager Adam Penrod reported that the Redevelopment Commission will meet next week. Preliminary numbers for dirt excavation at the new housing addition will be reviewed at the next meeting.

Medcor – Did not meet.

Solid Waste – Councilmember Tom Dale reported that Solid Waste District expenses are rising drastically. The drop off site tonnage continually increases. However, the drop off sites are not always utilized properly and sometimes left in a mess. The district is looking at combining drop off sites in Wabash and possibly even moving drop off to the Solid Waste District property. Dale emphasized that Manchester residents do a great job and keep the area maintained. Each year the Solid Waste facility is gaining visitors. Dale noted that even though costs are escalating, the district continues to keep things out of the landfill which is its purpose.

Storm Water Board – Adam Penrod reported that the storm water board met only to approve the docket.

Public Works – Reports submitted in packet. Water Superintendent Ryan Shock stated that the water utility has 5 working wells to draw water from. Well #2 is reaching 100 years old and was cleaned this last month. Peerless Midwest was able to bring back most of its pumping capacity. Penrod thanked the water employees for working on a main break on 2nd Street Extended late last night. Wastewater Superintendent Aaron Popplewell reported that the wastewater department is working on repairing a drive unit at the plant.

TOWN MANAGER'S REPORT

Town Manager Adam Penrod reported that contractors are working this week at the canoe launch. The project is charging forward. The block work on the restroom facility will get done after the contractor is done working at Shepherds Chevrolet. Penrod reported that Manchester Main Street is a couple of months away from presenting a proposal for the Fire House. Penrod confirmed that there will be a search for a new department head. Wayne Stephan is planning to retire in October. Penrod expressed his appreciation of Stephan for 18 years of service to the town. Smith declared that North Manchester is better off because of Wayne Stephan.

CLERK-TREASURER'S REPORT

1. Financial Reports – Approved subject to audit.
2. Claims - The Town claim docket totaling \$477,527.95 and the Public Works docket totaling \$209,308.88 were submitted for payment. Motion to pay our bills: Tobias/Miracle. Motion carried by unanimous voice vote of members present.
3. Preliminary Budget Forms – Mugford commented that the annual budget meeting with the DLGF will be September 5 in the basement of the county courthouse.

VISITOR COMMENTS

None.

COUNCIL COMMENTS

None.

Meeting adjourned at 7:48 p.m.

TOWN COUNCIL, TOWN OF N. MANCHESTER

Jim Smith, President

Laura Rager, Vice-President

Tom Dale

Allen Miracle

Chalmer Tobias

ATTEST:

Carrie Mugford, Clerk-Treasurer