

SEPTEMBER 6, 2017

TOWN COUNCIL MEETING

Those present:

Jim Smith	Carrie Mugford	Anne Myers	David Fenker
Allen Miracle	Jim Kirk	Steve Shumaker	Keith Gillenwater
Tom Dale	Jennifer Hotchkiss	Craig Walters	David Grant
Laura Rager	Cam Kissinger	Bernie Ferringier	Deb Chinworth
Chalmer Tobias	Matt Mize	Aaron Popplewell	Joe Martindale
Adam Penrod			

Those absent: None. A quorum was attained.

The regular September meeting of the North Manchester Town Council was held at the Public Safety Building, 709 W. Main Street, North Manchester, Indiana, on September 6th, 2017, at 7:10 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 08/02/17 regular meeting were presented for approval. Motion to approve the minutes as presented: Tobias/Rager. Motion passes unanimously.

VISITOR COMMENTS

None

PUBLIC HEARING

1. Public Hearing for 2018 Budget – Clerk-Treasurer Carrie Mugford explained the budget process and notable changes for the 2018 budget cycle. Mugford met with the Department of Local Government Finance on September 5 to review the budget. Revenue figures are estimated appropriately and operating balances are sufficient to allow more cash in the tax rated funds. Mugford once again emphasized that the state growth quotient is 4.0% but budgets were kept to 2.8% growth. Council president Jim Smith opened the public hearing. No comments. Smith closed the public hearing on the 2018 budget.

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Consideration of 2018 Budget Ordinance, GO #7 – Clerk-Treasurer Mugford read general ordinance #7 verbatim. This ordinance sets the budgets, rates and levies for the 2018 calendar year. Motion to approve GO #7 on first reading: Dale/Tobias. Motion passes unanimously.

2. Consideration of Tax Abatement Application - Keith Gillenwater, Grow Wabash County, and David Grant, Strauss Veal Feeds. Inc., addressed council to request tax abatement for a project at the Strauss Provimi facility. The total investment will be \$12,000,000, broken down into \$8,000,000 in personal property investment and \$4,000,000 in building improvements. The expansion will add at least 10 new employees and probably more. Gillenwater stated that the project was run through the tax abatement scorecard. A project requires 40 points to qualify for

tax abatement. This project scored 76 points. Grant explained that the proposal is to expand existing operations. The facility was originally built in 1985. The new investment is very capital intensive equipment, but will allow more production with supplies readily available in the local market. This investment will also allow Strauss to grow its capabilities. Grant noted that the average salary for new employees will be around \$40,000 annually. Smith asked what the timeline is for project completion. Grant stated that design and engineering is still being completed. It will probably be 9 months to a year to completion. Mugford read resolution #3 verbatim. Motion to approve ten year tax abatement for Strauss Veal Feeds: Rager/Miracle. Motion passes unanimously. Councilmember Chalmer Tobias congratulated Strauss on being able to grow in North Manchester. Tobias commented that Strauss is a long standing benefactor for the town and it is nice to support a local business and help to keep them local.

3. Consideration of Appointment of Street Superintendent – Town Manager Adam Penrod acknowledged that Street Superintendent Wayne Stephan is retiring at the end of September. Seven applications were received to fill the department head position. Two applicants were interviewed by Penrod, Allen Miracle and Jim Kirk. The chosen applicant is Craig Walters. Penrod noted that Walters has been with the town for 29 years. The first 27 years were spent with the water department but working closely with the street department also. Penrod officially recommends Craig Walters for the new Street Superintendent. Penrod went on to say that Walters is a team player and a loyal employee. Motion to approve Walters as the newest street superintendent: Tobias/Dale. Motion passes unanimously. Tobias commented that it is wonderful to promote from within your own ranks. An employee with 29 years of experience is tough to find. Tobias commented that he looks forward to helping any way he can during the transition. Penrod announced that a public retirement party will be held for Wayne Stephan at the Street Barn on September 29 from 1:00 to 3:00.

4. Consideration of Street Closure Requests – Penrod reported that Manchester University would like to close East Street on September 22 from 8:00 – 3:00 for the Walk into Your Future event. There will be approximately 3,000 kids from around the area at the event. The kids are kindergarten through third grade. Closing the street makes it easier and safer to move the kids around campus. Penrod stated that the second request is also from Manchester University to again close East Street. On September 9 the university will be holding a freshman event from 5:00 – 10:00. Penrod recommends approval of both closures. Motion to approve: Tobias/Dale. Motion passes unanimously.

DEPARTMENTAL & COMMISSION REPORTS

Appointments – None.

Police Dept. – Police Chief Jim Kirk reported that 24 applicants have applied for the open patrolman position. Saturday, September 22, will be the written and physical testing.

Fire Dept. – Fire Chief Cam Kissinger added 2 medical calls to the report already submitted. Kissinger reported that new pumper is finally home in the bay. It will go to J&K Communications for radios next week and then back to Fire Services for installation of a bumper tray. Kissinger stated that the truck should be in service by September 18.

Code Enforcement – Report included in packet.

Plan Commission – Did not meet.

Board of Zoning Appeals – Did not meet. Building Commissioner Steve Shumaker noted that BZA will meet September 25 at 5:00 to discuss a variance request.

Traffic Commission – Did not meet.

Parks & Recreation – Park and Recreation Director Jennifer Hotchkiss reported that the out-of-place roof membrane is allowing moisture between the layers. The moisture is breaking down the bonding agent holding the layers together. More testing is required to determine why this is happening and who is at fault. Hotchkiss reported that the splash pad has been turned off for season. Gymnastics lessons have started again. Hotchkiss announced the fall membership sale is now going on. Memberships purchased now will not be subject to the price increase after the first of the year.

Town Life Center – Report included in packet.

Tree Advisory – Report included in packet.

Grow Wabash County – Nothing to report. Penrod reported that the Co-starter entrepreneurial class is beginning again through Manchester University at Inguard. Also, Wabash County Leadership Development class is going to be held again this fall.

RDC – Town Manager Adam Penrod reported that estimates have been received for land development costs at the proposed housing development. The estimates are higher than expected. The focus has now shifted to a smaller area to get the project started. There is still the possibility of 30-40 houses.

Medcor – Did not meet.

Solid Waste – Nothing to report.

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

Public Works – Reports submitted in packet. Smith acknowledged the long hours and hard work put in by the water department while fixing a main leak under the highway. Water Superintendent Ryan Shock explained that once the initial repair didn't hold it was determined that the best course of action was to replace that section of main water line. A few homes had to be set up with temporary water service. The guys put in some very long days but that section shouldn't have any more problems. Shock thanked everyone that helped out on short notice.

TOWN MANAGER'S REPORT

Town Manager Adam Penrod reported that water department had to replace approximately 170 feet of 8" water main under the highway. The initial project started by replacing a fire hydrant. The water department ended up replacing the entire section while the highway was shut down. The guys worked a lot of hours. Penrod thanked the customers who were inconvenienced for their patience. The water department will start hydrant flushing on Monday September 11. This is an annual maintenance routine. Residents may notice temporary low water pressure or slight water discoloration. Both of these will go away after running a little water.

Penrod reiterated that Wayne Stephan is retiring from the street department. Penrod hopes to see everyone at the party on September 29 to wish him good luck.

Penrod remarked that 95% of the concrete work is done at the canoe launch. Now we are waiting on the restroom building to be done. Penrod is pleased that people are starting to use the launch. Councilmember Tom Dale asked if the launch will be removed during the winter. Penrod confirmed that the installer will come back this fall and instruct the park department on how to

winterize the launch, which will include taking the floating dock out of the river. Councilmember Laura Rager emphasized that the dock can't stay in a river through winter and even early spring because of the ice flows.

CLERK-TREASURER'S REPORT

1. Financial Reports – Approved subject to audit.
2. Claims - The Town claim docket totaling \$427,862.29 and the Public Works docket totaling \$218,684.51 were submitted for payment. Motion to pay our bills: Tobias/Rager. Motion carried by unanimous voice vote of members present.
4. Conflict of Interest – Clerk-Treasurer Carrie Mugford has presented the annual conflict of interest statement for her interest in Round Barn Metal Works, Inc. Mugford and her husband have owned Round Barn Metal Works for over 6 years. This statement is an annual requirement. Mugford remarked that Round Barn Metal Works receives approximately \$1,200 annually from the town.

VISITOR COMMENTS

None

COUNCIL COMMENTS

None

Meeting adjourned at 7:30 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