

NOVEMBER 1, 2017

TOWN COUNCIL MEETING

Those present:

Jim Smith	Adam Penrod	Jennifer Hotchkiss	David Fenker
Allen Miracle	Carrie Mugford	Cam Kissinger	Anne Myers
Tom Dale	Jim Kirk	Craig Walters	Steve Shumaker
Laura Rager	Matt Mize	Aaron Popplewell	Tyler Duncan
Chalmer Tobias			

Those absent: None. A quorum was attained.

The regular November meeting of the North Manchester Town Council was held at the Public Safety Building, 709 W. Main Street, North Manchester, Indiana, on November 1st, 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 the 10/04/17 regular meeting were presented for approval. Motion to approve the minutes as presented: Tobias/Rager. Motion passes unanimously.

VISITOR COMMENTS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Consideration of Approval of Engineering Services for Special Road Project – Town Manager Adam Penrod explained that Wabash County has approved using Butler Fairman and Seufert to engineer the reconstruction of 1100 N. This is the county road from State Road 13 to the industrial park. The county commissioners plan to complete reconstruction up to the first drive of Strauss Provimi and have approached the town about partnering to complete an additional 1700 feet to include access to the industrial park. Penrod stated that at this point the council needs to approve or reject using the engineer selected by the county. Penrod confirmed that this will be a 2018 community crossings grant project to be done in 2019 if awarded. Motion to approve the use of Butler Fairman and Seufert in conjunction with Wabash County: Dale/Rager. Motion passes unanimously.

2. Consideration of 2018 Salary Ordinance, GO#8, First reading – Council President Jim Smith remarked that the town is required to set salaries and wages for 2018 for all elected and nonelected positions. The ordinance will be read three times, once in November and twice in December. Clerk-Treasurer Carrie Mugford read GO #8 verbatim. Motion to approve GO #8: Rager/Tobias. Motion passes unanimously.

3. Consideration of New Hires – Penrod asked council to consider two new full-time hires for the town: one in the street department and one for the police department. Police Chief Jim Kirk introduced patrolman candidate Tyler Duncan. Duncan currently works as a jailer for Wabash County and a reserve officer for the town. Kirk acknowledged that the six member hiring board was unanimous in the decision to choose Duncan. Kirk requested approval to hire Duncan as a

full-time patrolman. Motion to approve Duncan: Tobias/Dale. Motion passes unanimously. The council welcomed Duncan. Penrod stated that the street department has been working to fill an empty position. The hiring committee interviewed three candidates. The first hire only worked a few days before quitting taking a job out of state. Penrod and Street Department Superintendent Craig Walters decided to hire Dwight Basore for the laborer position. Penrod recommended approval of Basore for the street department. Motion to approve Dwight Basore: Toby/Rager. Motion passes unanimously.

DEPARTMENTAL & COMMISSION REPORTS

Appointments – None.

Police Dept. – Police Chief Jim Kirk requested two street closures for November. The 4th annual Turkey Trot closures are the same streets as the Funfest 5K. Manchester University would like to close East Street on November 30th for their Christmas tree lighting. The event will be 4:00-7:00 pm and will require street closure from the PERC to the Jo Young Switzer center. Kirk also reported that there have been four recent burglaries in town. The department is working to get charges filed on the suspects. The police department has been awarded another grant for Operation Pullover in 2018. This is a state grant that pays for additional man hours to target impaired driving. Kirk remarked that 625 people visited the station during the haunted jail on Halloween. Councilmember Tom Dale commended the department on the outstanding job they are doing.

Fire Dept. – Fire Chief Cam Kissinger added 5 medical calls, 1 false alarm and 1 fire assist to the report already submitted.

Code Enforcement – Report included in packet. Building Commissioner Steve Shumaker noted that he is working on recanvassing the town for ordinance violations

Plan Commission – Shumaker reported that Plan Commission will meet on November 27th to consider two issues. One issue is rezoning and another is a special exception. The rezoning will come before council in December if it is approved by Plan Commission. The special exception request will go to the Board of Zoning Appeals.

Board of Zoning Appeals -

Traffic Commission – Did not meet.

Parks & Recreation – Park and Recreation Director Jennifer Hotchkiss reported that the pumpkin hunt was held at TLC this year and worked out really well. The event was not as well attended as last year, and Hotchkiss attributed that to other events going on around town. Hotchkiss noted that team swim practices have started. Between 3:30-7:00 the pool is busy every night. Maintenance has landscaped around the new town welcome sign, which looks very nice. They have also trimmed trees in Warvel Park and are now working on mulching leaves in the parks.

Town Life Center – Report included in packet. TLC Building Superintendent Anne Myers reported that Riverbridge Electric finished repairing and replacing motors for the boilers last night. The building has heat once again. Myers stated that the boiler motors sat too close to the ground and were susceptible to damage from water in the basement. Riverbridge built a platform to get the motors 18” off the ground and out of flood area.

Tree Advisory – Report included in packet.

Grow Wabash County – Nothing to report. Penrod stated that the annual dinner in Wabash was well attended.

RDC – Penrod reported that the Redevelopment Commission did meet in October. The RDC discussed a possible next move since numbers came back from the engineer more positive. The project is back in the developer's hands for approval.

Medcor – Did not meet. Penrod noted that the new welcome sign looks better with the landscaping complete. Lighting for the sign is still to come.

Solid Waste – Councilmember Dale commented that he feels like a broken record, but drop off numbers at solid waste are still increasing. Drop off site usage is also increasing. The operating budget is tight because of expenses. Dale remarked that solid waste is keeping a lot of stuff out of the landfill.

Storm Water Board – Councilmember Allen Miracle reported that the storm water board met only to approve the docket. Penrod stated that storm water funds will pay for half of leaf pick-up this year.

Public Works – Reports submitted in packet. Wastewater Superintendent Aaron Popplewell stated that bids will be coming in for the next phase of the long term control plan. Council will open bids for phase 8 at the December meeting.

Water Superintendent Ryan Shock reported that the water department plans to install a new water main down Buffalo Street this month from Main Street to South Street. This will require some road closures in the area to accommodate the open cut.

Street Superintendent Craig Walters reported that the street department is busy picking up leaves around town. Gaunt & Son Asphalt is scheduled to be in town next week to do some late year paving.

TOWN MANAGER'S REPORT

Town Manager Adam Penrod reported that canoe launch has finished construction. The boat dock is available for residents to use. However, the bathrooms will be locked due to the cold temperatures. The only thing left to do is signage, and then the grand opening will be in the spring. Penrod confirmed that Anne Harting and Dan Croner have retired from their positions on Planning and Zoning. Penrod and Shumaker are looking for candidates to fill those spots.

CLERK-TREASURER'S REPORT

1. Financial Reports – Approved subject to audit.
2. Claims - The Town claim docket totaling \$252,437.15 and the Public Works docket totaling \$152,192.10 were submitted for payment. Motion to pay our bills: Tobias/Miracle. Motion carried by unanimous voice vote of members present.

VISITOR COMMENTS

None

COUNCIL COMMENTS

Tom Dale remarked that he is pleased the county is willing to work on 1100 N. The new road will be very good for the North Manchester industrial park.
Councilmember Laura Rager agreed and commented that the county has a lot of road miles to maintain so devoting money to 1100 N is much appreciated.
Jim Smith remarked that collaboration is the name of the game.

Meeting adjourned at 7:19 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