

MAY 2, 2018

TOWN COUNCIL MEETING

Those present:

Chalmer Tobias	Adam Penrod	Aaron Popplewell	David Fenker
Jim Smith	Carrie Mugford	Jennifer Hotchkiss	Kent Coble
Tom Dale	Jim Kirk	Ben Vineyard	Bryce Mugford
Allen Miracle	Matt Mize	Craig Walters	Joe Martindale
Laura Rager	Cam Kissinger		

Those absent: None. A quorum was attained.

The May meeting of the North Manchester Town Council was held at the Public Safety Building, 709 W. Main Street, North Manchester, Indiana, on May 2, 2018 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 Chalmer Tobias, who presided.

MINUTES

Minutes of the 03/05/18 and 04/24/18 work sessions, 03/07/18 Board of Public Safety, 4/11/18 regular meeting were presented for approval. Motion to approve the minutes as presented: Rager/Smith. Motion passes unanimously.

VISITOR COMMENTS

Kent Coble commented on the current trash and recycling contract the town is under. Coble stated that he started Manchester Recycling 27 years ago. There have been many improvements over the years. Coble asked if anyone knows what happens to the recycling when it leaves town or if there are any plans to improve the program. Coble asked if there was someone in town tasked with doing the education and marketing for the recycling program; if not, whose responsibility is it to continually educate the residents of North Manchester. Coble feels people need to be reminded what is appropriate to put in the recycle bin and what is not. Coble emphasized that recycling helps to eliminate trash in the landfill.

UNFINISHED BUSINESS

1. School Resource Officer Proposal – Town Manager Adam Penrod explained that Manchester Community Schools came to council asking for assistance with a grant for a School Resource Officer. The school would like to advertise for the position now. Penrod has been in negotiations with the school over the town's contribution to the endeavor. The current proposal states that the Town will contribute up to \$15,000 per year, a car under the car take home policy, specialized training and title of reserve officer. This person will be a school employee with benefits and pay coming from the school. In return, the town will get 320 hours of patrol duty and emergency assistance during school hours as needed. The school will have a year round school resource officer, car maintenance, payroll and benefits. Penrod asked if this set of provisions is acceptable to propose to school. Penrod noted that if a satisfactory candidate can't be found the school will utilize off duty officers as the SRO. Councilmember Laura Rager agrees with having the officer on duty for the town 320 hours a year. Rager questioned the officer having a take home car. Penrod confirmed that the car will only be take home if the officers arrangements fit in our current policy of living in town. Councilmember Chalmer Tobias asked if this will be a vehicle already in service or a new vehicle. Police Chief Jim Kirk confirmed that the SRO will use a vehicle already in the fleet. Councilmember Jim Smith asked whether this will be a one year contract. Penrod

confirmed that this will be a one year contract and will be reviewed annually. Councilmember Tom Dale remarked that the state is having to reallocate funds because there are more schools applying for this grant. Penrod explained that the state is working to ensure that all schools get the funding that request it. Smith observed that this is a better proposal than previous renditions. Motion to accept proposal to be sent to MCS: Smith/Rager. Motion passes unanimously. Penrod will follow up with Scott Bumgardner, MCS Financial Officer.

NEW BUSINESS

1. Annual Tax Abatement Certification – Clerk-Treasurer Carrie Mugford explained annual tax abatement certification. After a business is granted a tax abatement the council must certify annually that the requirements of the abatement are being fulfilled. This year there are four companies with abatements to certify: Strauss Veal Feeds, Shepherds Family Dealership, HF Group, and OJI Intertech. Council was provided copies of the abatement applications in their monthly packet. Motion to approve the annual certifications: Rager/Dale. Motion passes unanimously.

2. Strauss Veal Feeds Zoning Change – Town Manager Penrod confirmed that the plan commission met on April 23 to review a request from Strauss Veal Feeds to rezone land southeast of its current facility. Strauss has a plan to purchase the land if the council agrees to rezone the land from residential multifamily high density to limited industrial. There is already limited industrial zoning on two sides and contiguous to this property. This acquisition is not part of the current development plan which will be built on the existing footprint. This is part of long term planning for the future. The plan commission unanimously recommends approval of the rezoning request by Strauss. Mugford read general ordinance #2, 2018, verbatim. Motion to approve GO#2 on first reading: Smith/Miracle. Motion passes unanimously.

3. Methodist Church Parking Lot Snow Removal – Included in the council packet is a letter from Mark Eastway, Senior Pastor of the North Manchester United Methodist Church. Penrod explained that in the past the town owned the parking lot across Second Street from the church. The Church purchased the lot and the town agreed to take care of snow removal in exchange for using the lot during town events. This past winter another service was removing snow. The Church would like to relieve the town of responsibility to remove snow. Motion to amend the agreement and no longer remove snow from the United Methodist Church overflow parking lot: Rager/Dale. Motion passes with four in favor and one abstention.

DEPARTMENTAL & COMMISSION REPORTS

Appointments – None at this time.

Police Dept. – Report included in packet. Police Chief Jim Kirk reported that the North Manchester Public Library has asked for street closures for their Fantastic Fun Run 5k. The event will be Saturday June 30 starting at 9:00 and will close the same streets as the Funfest 5k. Kirk reported that Manchester University has requested the closure of East Street on May 10–11. There will be a National Day of Prayer event held in front of the public safety building tomorrow morning.

Fire Dept. – Report included in packet. Fire Chief Cam Kissinger reported that Riverbridge Electric has been working the past week to get the air conditioning functioning before warmer temperatures arrive. Kissinger and other officials from the town and county participated in a hazardous materials table top exercise this morning. Kissinger reported that the exercise went very well and represented a very realistic possibility.

Code Enforcement – Report included in packet.

Plan Commission – Building Commissioner Steve Shumaker stated that the plan commission met on April 23rd to review the Strauss Veal Feeds request and make a recommendation to council.

Board of Zoning Appeals – Nothing more to add.

Traffic Commission – Tobias announced that traffic commission met in April to recommend not closing a proposed alley. The plan commission will review the recommendation in June.

Parks & Recreation – Parks and Recreation Director Jennifer Hotchkiss reported that she has finally received a report about the aquatic facility roof. The engineer determined it is not a weather issue, but instead it is a design or construction issue. Hotchkiss is now waiting for the builder to respond. This year's tennis league starts June 1. Summer camp starts May 29. The canoe launch was installed on April 20. The canoe launch ribbon cutting will be later in the month. On May 14, Hotchkiss will be speaking at Timbercrest Senior Living. The parks department has received a grant from the Community Foundation for new basketball court at the Town Life Center. Plans for that court are being developed. Maintenance employees moved the gaga pit because bugs were so bad in the low ground under the trees. The new location is more visible for kids playing and should have less bugs. The summer camp kids love to play and should have more time to play in the new location.

Town Life Center – No report

Tree Advisory – Report included in packet. Tree Commissioner Ben Vineyard announced that this year's Walrod trees have been planted. There were 21 trees planted including 5 at the canoe launch. Vineyard also noted that last Friday was the Arbor Day presentation at Manchester Elementary School. Vineyard planted a tree with Mrs. Jablonski's third grade class. The class was tasked with watering the young tree for the rest of the school year. The program presented to the rest of the school went well. Vineyard reported that homeowner tree inquiries are slow right now but will probably pick up when people get outside more.

Grow Wabash County – Penrod thanked Keith Gillenwater and his staff for the work done to have a Work One presentation this morning for employees who lost jobs in the recent foundry closing. The presentation went very well with around 30 workers in attendance. Penrod noted that there were as many companies looking for workers as workers looking for jobs. The job market is very good in our area right now. Smith thanked Penrod for the speed of the response and quality of the response during this unforeseen situation. Penrod commented that there have already been employees hired by other companies.

RDC – Did not meet.

Medcor – Did not meet.

Solid Waste – Nothing to add.

Storm Water Board – Penrod reported that the storm water board met and approved the docket. The current long term control plan project is wrapping up. The affected streets have been paved. Wastewater Superintendent Aaron Popplewell reported that he is already seeing improvements at the Sycamore lift station. Popplewell noted that this project was completed quickly which made the utility a year ahead of schedule on the LTCP.

Public Works – Reports submitted in packet. Street Superintendent Craig Walters stated that spring clean-up is moving along and should be finished quickly.

TOWN MANAGER’S REPORT

Town Manager Adam Penrod reported that the canoe launch grand opening ceremony will be held soon. An announcement will be made once a date is set. Penrod met with the housing developer to discuss a tax reform issue that changed January 1. With the help of Dennis Otten, Bose McKinney and Evans, a solution was determined and the project is once again moving forward.

CLERK-TREASURER’S REPORT

1. Financial Reports – Approved subject to audit.
2. Claims - The Town claim docket totaling \$387,283.47 and the Public Works docket totaling \$305,466.46 were submitted for payment. Motion to pay our bills: Rager/Dale. Motion carried by unanimous voice vote of members present.

VISITOR COMMENTS

None

COUNCIL COMMENTS

Tobias stated that Manchester Early Learning Center has requested a joint meeting with the council. That meeting will be held Friday May 18th at 4:00 at town hall.

Mugford reminded council that the budget calendar has been moved up one month this year. The budget discussion with department heads will be June 19th at 4:00 at the public safety building.

Meeting adjourned at 7:40 p.m.

TOWN COUNCIL, TOWN OF N. MANCHESTER

Chalmer Tobias, President

Tom Dale

Laura Rager, Vice-President

Allen Miracle

Jim Smith

ATTEST:

Carrie Mugford, Clerk-Treasurer