

APRIL 11, 2018

TOWN COUNCIL MEETING

Those present:

| | | | |
|----------------|----------------|------------------|--------------|
| Chalmer Tobias | Adam Penrod | Aaron Popplewell | David Fenker |
| Jim Smith | Carrie Mugford | Steve Shumaker | James Iding |
| Tom Dale | Jim Kirk | Cam Kissinger | Anne Myers |
| Allen Miracle | Matt Mize | Craig Walters | |

Those absent: Laura Rager. A quorum was attained.

The April meeting of the North Manchester Town Council was held at the Public Safety Building, 709 W. Main Street, North Manchester, Indiana, on April 11, 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 03/07/18 regular meeting were presented for approval. Motion to approve the minutes as presented: Smith/Dale. Motion passes unanimously.

VISITOR COMMENTS

None.

UNFINISHED BUSINESS

1. Proposal of Service Agreement with Animal Welfare League of Kosciusko County – Council President Chalmer Tobias commented that the town has been in a situation regarding animal control. Efforts were made to work with the Wabash County Animal Shelter but an agreement couldn't be reached. Town Manager Adam Penrod stated that he has spoken to the executive director of the Animal Welfare League of Kosciusko County. The AWL is more than willing to provide shelter services to the town. AWL is already providing similar services to the City of Nappanee and Kosciusko County. AWL is a bigger shelter than Wabash and they are getting ready to build an even bigger facility which will allow them to handle over 200 animals per year. Penrod provided the proposed agreement in the council packet. The agreement outlines that residents can take unwanted animals to the AWL shelter and the town will pay for it if proper documentation is provided. A form can be picked up at town hall or the police station to prove the animal is coming from North Manchester. If a resident goes without the form it will cost \$50 to surrender an animal. Stray animals can be picked up by the Kosciusko County animal control officer if a resident can't transport an unknown stray. In the event an owner loses a pet, they should call the North Manchester police department first to see if the animal has been picked up then call AWL. This is a one year agreement and can be modified as needed. Penrod noted that AWL is a no kill shelter with approximately 75% adoption rate. Tobias confirmed in the circumstance that AWL should fill up they will get additional cages to handle animals. AWL will not turn down an animal as long as this contract is in effect. Councilmember Tom Dale expressed frustration that residents of the town pay a fee to the county and the county won't provide a service. Dale remarked that this is a far better agreement than what was offered from Wabash. Motion to approve an annual contract with AWL: Dale/Miracle. Motion passes unanimously.

2. Amendment to Police Donation Fund, GO #1, 2018 – President Tobias noted that this is the third reading of this ordinance to change one word in the police donation fund to broaden its use. Motion to approve GO#1 on third reading: Smith/Miracle. Motion passes unanimously. Councilmember Jim Smith asserted that if there are any other funds that need language cleaned up the council needs to look at those.

NEW BUSINESS

1. Dissolution of Banking Accounts – Clerk-Treasurer Carrie Mugford explained the need for this resolution. Two years ago a savings account was created in an attempt to earn more interest on our funds and incur less fees. After two years the account is not earning enough interest to make the savings account fiscally responsible. The funds are already accounted for in the Stormwater Improvement fund. The money in the account will be placed in the utility checking account to pay for the most recent long term control plan project that is set to be complete in the next few weeks. The other account being dissolved was created to accept donations for child car seats. This account has been dormant for years and the bank has requested its closure. This money will be placed in the police donation fund. Mugford read resolution #1, 2018, verbatim. Motion to approve: Smith/Miracle. Motion passes unanimously.

2. Preliminary Plat Approval – Resolution #2, 2018. Building Commissioner Steve Shumaker gave the background information on the preliminary plat approval of the proposed housing addition on Ninth Street. On March 26 the plan commission met and held a public hearing on a proposed PUD. A planned unit development gives more flexibility within a zoning classification. The redevelopment commission plan has always been to have mixed use of the 92 acres. Shumaker explained that the only thing the town council approves is the preliminary plat of a PUD. The final plat does not require council approval. Shumaker stated that the Plan Commission recommends council approve the preliminary plat. Clerk-Treasurer Mugford read resolution #2, 2018, verbatim. Motion to approve: Smith/Miracle. Motion passes unanimously.

3. Arbor Day Proclamation – President Tobias read the 2018 annual Arbor Day proclamation. April 27 is proclaimed a day to celebrate Arbor Day in North Manchester.

DEPARTMENTAL & COMMISSION REPORTS

Appointments – None at this time.

Police Dept. – Report included in packet. Police Chief Jim Kirk reported that Marvin Gheen has tendered his resignation as a full time dispatcher. Kirk will begin the process to hire a new dispatcher. Kirk stated that Manchester University has requested East Street closed on May 12 from the Jo Young Switzer Center north to the end of campus from 1:00 – 4:00. The university will provide barricades. Lastly, Kirk stated America in Bloom has requested closure of the Eel River Gardens parking area on June 16 for the biennial garden walk. The parking area will be closed starting at 7:00 am the day of the event.

Fire Dept. – Report included in packet. Fire Chief Cam Kissinger reported that Matt Matthias attended a fire officer class and passed. Mathias is now certified as fire officer 1.

Code Enforcement – Report included in packet. Building Commissioner Steve Shumaker stated that clean up and roof replacement has begun on South Buffalo. Shumaker will monitor that progress.

Plan Commission – Shumaker reported that plan commission will meet to consider a variance request on April 23.

Board of Zoning Appeals – Nothing more to add.

Traffic Commission – Did not meet. Tobias announced that traffic commission has business and will meet on April 25.

Parks & Recreation – Penrod reported that the canoe launch project is finishing up. There will be a ribbon cutting soon after the landscaping is complete. Penrod reported on behalf of the Parks Department that the original diving board has been refurbished and is back in place. The Easter egg hunt was well attended, as well as, spring break day camp.

Town Life Center – Report included in packet

Tree Advisory – Report included in packet

RDC – Did not meet.

Medcor – Did not meet.

Solid Waste – Councilmember Dale acknowledged an article in the newspaper about recycling drop off sites in Wabash and the problems there. Manchester does a great job keeping the area clean. Wabash has too much contamination and trash dumped at the sites making recycling difficult. Dale noted that recycling is going to get more expensive because companies no longer want to pay for items like paper that can be recycled. Costs are not going to go down anytime soon.

Storm Water Board – Penrod reported that the storm water board met and approved the docket. The long term control plan project is going smoothly and should be finished in the next few weeks.

Public Works – Reports submitted in packet. Wastewater Superintendent Aaron Popplewell re-emphasized that the LTCP project is moving along. Ironclad Excavating is starting to do finishing touches and plan to finish by the end of April. The new Vactor truck was delivered at the end of March. The guys have been learning how to run it. Street Superintendent Craig Walters announced that spring clean-up will begin April 30. Information regarding what will be picked up has been advertised. Tox-away Day will be May 5 from 8:00-1:00 at the street barn.

TOWN MANAGER'S REPORT

Town Manager Adam Penrod reported that he has been working with Manchester Community Schools to hash out the details of a school resource officer agreement.

CLERK-TREASURER'S REPORT

1. Financial Reports – Approved subject to audit.
2. Claims - The Town claim docket totaling \$312,832.75 and the Public Works docket totaling \$417,517.71 were submitted for payment. Motion to pay our bills: Smith/Dale. Motion carried by unanimous voice vote of members present.

VISITOR COMMENTS

None

COUNCIL COMMENTS

Councilmember Allen Miracle emphasized that preliminary plat approval doesn't mean that next month houses will be built. Penrod agreed that there is still a lot of work to be done. The earliest dirt can be moved is July or August. Smith agreed this is a long process. It has been three years since the land was purchased. Smith acknowledged that people are anxious to see improvements begin but there are steps to be followed. We know there will eventually be houses. Tobias noted in a project of this magnitude we would prefer a snail's pace to make sure it is done correctly. Tobias commended the redevelopment commission and all those involved for their diligence.

Dale reported that a committee has been working with the Wabash County Tobacco Coalition and may have ordinance ready by the next council meeting.

Meeting adjourned at 7:31 p.m.

TOWN COUNCIL, TOWN OF N. MANCHESTER

Chalmer Tobias, President

Laura Rager, Vice-President

Tom Dale

Allen Miracle

Jim Smith

ATTEST:

Carrie Mugford, Clerk-Treasurer