

AUGUST 4, 2021

TOWN COUNCIL MEETING

Those present:

Allen Miracle	Carrie Mugford	Cam Kissinger	Maddie Schultz
Jim Smith	Adam Penrod	Jennifer Hotchkiss	Eric Christiansen
Gary Montel	Jim Kirk	Dave McVicker	Rick Sereno
Tom Dale	Craig Walters	Shannon Carter	Alex Downard
Laura Rager	Matt Mize		

Those absent: None. A quorum was attained.

The August meeting of the North Manchester Town Council was held at the Public Safety Building, 709 W Main Street, on August 4, 2021, 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, Allen Miracle, who presided.

MINUTES

Minutes of the 07/07/21 regular meeting and 07/23/21 special meeting were presented for approval. Motion to approve the minutes as presented: Rager/Montel. Motion passes unanimously.

VISITOR COMMENTS

None.

UNFINISHED BUSINESS

1. Oji Intertech Zoning Request – GO#3, Third Reading – Clerk-Treasurer Mugford read general ordinance #3 by title only. Town Manager Adam Penrod gave a brief explanation of Oji Intertech's request for an ordinance amending the 2007 zoning ordinance. Oji property is currently zoned limited industrial and this ordinance will change that zoning to industrial. Rick Sereno, Oji Intertech Inc. President, stated that Oji has been working with its neighbors to buffer light, dust and noise from the new parking lot. There have been changes in procedures so that dumpsters aren't loaded at night. Oji is proud to be located in North Manchester and strives to be good employer. Sereno commented that other companies in the industry need help filling orders because of a labor shortage. Sereno is proud that Oji has able to fill its labor needs here in this community for the past 25 years. Motion to approve GO #3 on third reading: Smith/Rager. Motion passes unanimously. Council thanked Sereno and the Oji Intertech organization for continuing to be part of North Manchester.

NEW BUSINESS

1. Community Crossing Matching Grant Bid Award – Town Manager Penrod stated that North Manchester is fortunate to be awarded Community Crossings Matching Grant again this year. The Town will receive nearly \$520,000 in grant funds. These grant funds have allowed the Town to do lots of projects that wouldn't have been possible without the 75/25 grant. Two bids were received for this year's projects and opened on July 21. Gaunt & Son Asphalt and E&B Paving submitted bids. Gaunt & Son Asphalt was determined to be the low bidder at \$631,086.50. Several streets to be milled and resurfaced. Other improvements include crack sealing, sidewalks and ADA ramps. Penrod stated that Gaunt intends to start work this fall and finish up

in the spring. Penrod recommends awarding the 2021 CCMG street improvements to Gaunt & Son Asphalt. Motion to award the CCMG contract to Gaunt & Son Asphalt: Rager/Dale. Motion passes unanimously.

2. Extension of Jones and Henry Engineers Fee for Service Agreement – Town Manager Adam Penrod stated that Jones and Henry Engineers have had an on-call service contract with the Town for several years. However, this year the Utility Departments have used Jones and Henry extensively for multiple projects. The wastewater department has done a phosphorus removal project. The water department recently completed a required risk and resiliency assessment. There will be upcoming utility projects with federal funding including ARPA money projects and SWIF grants. Penrod recommends adding another \$25,000 (not to exceed) to the service contract as a place holder to monitor spending. Motion to approve amending the Jones and Henry fee for service contract: Rager/Montel. Motion passes unanimously. Councilmember Tom Dale remarked that it's good that grant money is available to do necessary projects. This is a win for the community.

DEPARTMENTAL & COMMISSION REPORTS

Appointments – See Schedule

Police Dept. – Report included in packet. Police Chief Jim Kirk reported that he attended Police Chief conference in Indianapolis on July 21 and 22. Lots of good information was shared. Several officers are also attending training courses. Kirk reported that the department successfully made it through Summerfest. Miracle expressed his appreciation for officers going to training outside the department.

Fire Dept. – Report included in packet.

Code Enforcement – Report included in packet.

Plan Commission – Building Commissioner Dave McVicker reported that Plan Commission will meet in August.

Board of Zoning Appeals – Building Commissioner Dave McVicker reported that BZA met at the end of July to hear and approve for recommendation the Oji Intertech zoning amendment request.

Traffic Commission – Did not meet

Parks & Recreation – Report included in packet. Park Director Jennifer Hotchkiss reported that the surface under the handicap swings will be poured August 10. Summer Camp has been busy and will wrap up this week.

Town Life Center –

Tree Advisory – Minutes included in packet.

Grow Wabash County –

Redevelopment Commission – Did not meet.

MEDCOR – Did not meet.

Solid Waste – Nothing to report.

Storm Water Board – Town Manager Penrod reported that he received a phone call from the Wabash County surveyor. The county is ready to do preliminary work on Grossnickle Ditch phase 2 which is partly within town limits. The county is starting work on financing and engineering.

Public Works – Reports included in packet. Wastewater Superintendent Shannon Carter introduced himself. Carter has worked for the wastewater department for 20 years and just recently took over as superintendent.

TOWN MANAGER'S REPORT

Town Manager Adam Penrod reported that he and Councilmember Gary Montel and Park Director Jennifer Hotchkiss recently met to discuss potential solar projects to save on long term energy costs.

Penrod continues to work on the small pavilion at Ogan's Landing. Penrod solicited quotes for the 24' x 24' pavilion from three local contractors. Two contractors refused the request for bid and one responded. The Redevelopment Commission will approve the project at their next meeting.

CLERK-TREASURER'S REPORT

1. Financial Reports – Approved subject to audit.
2. Claims - The Town claim docket totaling \$456,675.99 and the Public Works docket totaling \$138,968.89 were submitted for payment. Motion to pay our obligations: Smith/Dale. Motion carried by unanimous voice vote of members present.
3. Conflict of Interest Forms – Clerk-Treasurer Mugford noted that the annual conflict of interest form will be submitted for her interest in Round Barn Metal Works. A separate conflict of interest form will be submitted for Allen Miracle who was recently named the agent of record for the town's health insurance policy after the original agent left Inguard.

VISITOR COMMENTS

None.

COUNCIL COMMENTS

Jim Smith remarked that Summerfest was well attended. Smith felt there was a better variety of food vendors this year. Tom Dale agreed and added that everyone was ready to be outside and enjoy the event.

Meeting adjourned at 7:19 pm.

TOWN COUNCIL, TOWN OF N. MANCHESTER

Allen Miracle, President

Jim Smith, Vice-President

Tom Dale

Laura Rager

Gary Montel

ATTEST

Carrie Mugford, Clerk-Treasurer