

AUGUST 1, 2018

TOWN COUNCIL MEETING

Those present:

Chalmer Tobias	Jim Kirk	Deb Chinworth	David Fenker
Jim Smith	Cam Kissinger	Bob Krouse	McKenzie Klemann
Tom Dale	Jennifer Hotchkiss	Sam Krouse	Kent Coble
Allen Miracle	Aaron Popplewell	Dan Krouse	Eric Seaman
Laura Rager	Craig Walters	Dan Gray	Nick Weber
Carrie Mugford	Steve Shumaker	Virgil Ozenbaugh	Jacob Weber
Adam Penrod	Anne Myers	Nancy Cripe	Bryce Mugford
Matt Mize	Ben Vineyard	Linda Troop	Joe Martindale
	Keith Gillenwater		Keith Whiting

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, North Manchester, Indiana, on August 1, 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.

Council President Chalmer Tobias amended the agenda as presented to include water softening salt bids as item #2 under unfinished business.

**MINUTES**

None

**VISITOR COMMENTS**

Deb Chinworth, 201 W Main Street, spoke in support of the enhanced smoking ban ordinance. Chinworth and her husband own Kenapocomocha Coffee Shop near downtown and feel that the rule prohibiting smoking with 15 feet of an entrance will be better for outdoor dining areas.

**UNFINISHED BUSINESS**

1. Enhanced Smoking Ban Ordinance – Clerk-Treasurer Carrie Mugford read general ordinance #3, 2018, by title only. Motion to approve on third reading as amended on second reading: Dale/Smith. Motion passes unanimously. No further discussion.
2. Water Softening Salt Bids – Town Manager Adam Penrod stated that four salt bids were received at the last council meeting. The bids have been reviewed and Compass Minerals is the lowest complete bid at \$113.70 per ton. Penrod recommended approval of the Compass Minerals bid for the coming year. Motion to approve: Rager/Miracle. Motion passes unanimously.

**NEW BUSINESS**

1. Midwest Poultry Economic Revitalization Area Designation, Resolution #9, 2018 – Grow Wabash County Executive Director Keith Gillenwater explained the proposed Midwest Poultry project which includes \$4,000,000 in investment. Nick Weber, of Faegre Baker Daniels Consulting, explained that creating an economic revitalization area is the first step to tax abatement in a newly annexed area. That is why resolution #9 creating an ERA is being read

before the normal tax abatement resolution. Gillenwater explained the tax abatement scoring criteria. Based on the proposed investment and job creation Midwest Poultry received 84 points. The minimum requirement for a 10 year abatement is 40 points. Mugford read resolution #9 verbatim. Motion to approve: Rager/Dale. Motion passes unanimously.

2. 2019 Budget Public Hearing – President Tobias opened the public hearing for the 2019 budget. Clerk-Treasurer Mugford explained the accelerated budget calendar and the effects on the budget process. Mugford also commented on the state growth quotient, maximum property tax levy, and lack of levy growth. The stagnant growth in assessed values in town are making budget growth also stagnant. The departments continue to operate with very little additional money over the years. Mugford did acknowledge that the county council has implemented some local income tax changes that will benefit the town's cash balance in the coming years. No additional comments. Tobias closed the public hearing.

### **DEPARTMENTAL & COMMISSION REPORTS**

Appointments – None at this time.

Police Dept. – Report included in packet.

Fire Dept. – Report included in packet. Fire Chief Cam Kissinger reminded everyone that the volunteer fire pancake breakfast will be August 4.

Code Enforcement – Report included in packet.

Plan Commission – No current plans to meet

Board of Zoning Appeals – Nothing more to add.

Traffic Commission – Did not meet

Parks & Recreation – Parks Director Jennifer Hotchkiss reported that the 10<sup>th</sup> week of summer camp is underway. There is one week to go, with camp averaging about 25 kids per day. Hotchkiss gave an update on the roof over the pool. The thermal imaging report confirmed a wind event caused the damage. EMC Insurance has agreed to reimburse the town for the cost of the repairs. Hotchkiss commented that this incident and investigation has been going on for a year and it is nice to finally have a conclusion. Penrod stated that the contractor will only be replacing the damaged portion of the roof not the entire roof.

Town Life Center – No report. TLC Building Administrator Anne Myers reported that TLC is very quiet right now. The regular tenants are happy and there's not much activity in the rental spaces.

Tree Advisory – Report included in packet. Tree Commissioner Ben Vineyard reported that the tree commission has been busy scrutinizing trims and removals.

Grow Wabash County – Nothing to add

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 board also reviewed the OJI storm water plan.

Public Works – Reports submitted in packet. Street Superintendent Craig Walters noted that street paving will begin August 13.

### **TOWN MANAGER’S REPORT**

Town Manager Adam Penrod reported that he recently met with county officials and engineers concerning the county road 1100 repaving project. One of the next steps is to acquire the right-of-ways needed to reconstruct the road. Penrod noted that this project is contingent on the county receiving another community crossings grant. The town has agreed to contribute some of the matching funds. The grant announcement should be around the first of November. Penrod intends to submit a community crossing grant application for most of Wayne Street to be repaved next year. Penrod explained that Wayne Street doesn’t have much base under it and needs reconstructed.

Penrod also noted that ambulance service contracts with the provider and the county are expiring at end of year. Penrod will be working on evaluating those.

### **CLERK-TREASURER’S REPORT**

1. Financial Reports – Approved subject to audit.
2. Claims - The Town claim docket totaling \$329,676.35 and the Public Works docket totaling \$133,516.06 were submitted for payment. Motion to pay our bills: Smith/Rager. Motion carried by unanimous voice vote of members present.
3. Exit Conference – Mugford reported that the exit conference for a three year audit covering 2015, 2016 and 2017 was this past Monday. The audit was completed remotely as part of a pilot program for State Board of Accounts. Mugford was pleased to report that the audit was good and resulted in no comments. Mugford thanked the staff at Town Hall for their diligence while performing their jobs. The staff working in the North Manchester Town Hall is outstanding and that quality does not go unnoticed at the state level. President Tobias thanked Mugford, Miriah Tobias, Angie Casper, and Jessica Diaz for their dedication and exceptional audit report.

### **VISITOR COMMENTS**

Dan Gray, Wabash County Tobacco Free Coalition, thanked the council for their actions to protect the health of North Manchester residents. Gray thanked the council for the opportunity to work with them.

### **COUNCIL COMMENTS**

Councilmember Tom Dale thanked Dan Gray for his support and information provided to council. Dale stressed the importance of preventing second hand smoke for all residents and feels the residents of North Manchester will breathe easier. Dale also expressed how important it is that the ordinance includes festivals to help protect children enjoying outdoor community activities. Dale encouraged parents to not smoke around any children at any time. Dale remarked that he feels good about what the council did when passing this ordinance.

Meeting adjourned at 7:23 pm.

TOWN COUNCIL, TOWN OF N. MANCHESTER

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Chalmer Tobias, President

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Laura Rager, Vice-President

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Tom Dale

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Allen Miracle

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Jim Smith

ATTEST:

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Carrie Mugford, Clerk-Treasurer