

SEPTEMBER 5, 2018

TOWN COUNCIL MEETING

Those present:

Chalmer Tobias	Carrie Mugford	Craig Walters	David Fenker
Jim Smith	Matt Mize	Aaron Popplewell	Barb Amiss
Laura Rager	Jim Kirk	Anne Myers	Sam Krouse
Allen Miracle	Cam Kissinger	Steve Shumaker	Nick Weber
Adam Penrod	Jennifer Hotchkiss	Kent Coble	

Those absent: Tom Dale. A quorum was attained.

The September meeting of the North Manchester Town Council was held at the Public Safety Building, 709 W. Main Street, North Manchester, Indiana, on September 5, 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 07/11/18 and 08/01/18 regular meetings and 07/30/18 special meeting were presented for approval. Motion to approve the minutes as presented: Rager/Smith. Motion passes unanimously.

VISITOR COMMENTS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Midwest Poultry Confirmatory and Tax Abatement, Resolution #10, 2018 - Sam Krouse, Midwest Poultry Services, thanked the council for considering one more resolution on behalf of MPS. Krouse acknowledged that this has been a long process to get to this final tax abatement resolution. However, MPS is looking forward to starting construction and ultimately having its new headquarters in North Manchester. Clerk-Treasurer Carrie Mugford read resolution #10. Motion to approve 10 year tax abatement for the new MPS headquarters: Rager/Miracle. Motion passes unanimously.

2. 2019 Budget Adoption, GO#6 – Clerk-Treasurer Mugford gave an overview of the budget process this year and the adaptations required by the state. The state growth quotient is 3.4% this year but Mugford kept budget growth to just under 3% in an attempt to increase cash balance in the funds. Mugford is confident in the budget and thanked the council and department heads for their help in the process. Motion to approve general ordinance #6, the 2019 budget ordinance: Smith/Rager. Motion passes unanimously. Motion to suspend the rules and move to third reading: Rager/Smith. Motion passes unanimously. Mugford read GO #6 by title only. Motion to approve the 2019 budget ordinance on third reading: Rager/Miracle. Motion passes unanimously. Motion to reinstate the rules: Rager/Smith. Motion passes unanimously.

3. Constitution Proclamation – Council President Chalmer Tobias read the 2018 Constitution Proclamation designating September 17–23 as constitution week in North Manchester. Barb Amiss from the Francis Slocum chapter of the Daughters of the American Revolution spoke to council. Amiss expressed her appreciation at the council reading the constitution proclamation. Amiss gave a history of the signing of the constitution which was done 231 years ago. The Daughters of the American Revolution are celebrating the constitution by asking for this proclamation to be passed in Wabash and North Manchester. There are also posters around town commemorating the event. Amiss asked that everyone remember what our American forefathers did for us as a people. Amis finished her talk by offering a story about Benjamin Franklin.

4. Jones and Henry Public Utility Engineering Contract – Town Manager Adam Penrod explained the two engineering agreements are needed due to the commercial growth in town. The new PreMedTech facility at the end of Fourth Street would like to expand. There are water lines in that area that need to be moved to accommodate that expansion. At the same time there will be other improvements made to the water infrastructure near the railroad. The proposed Jones and Henry contract is for investigative work in the area to ensure the work is done properly and efficiently. The second contract is for engineering services to extend sewer services to Midwest Poultry Services new headquarters. Penrod acknowledged that it will be some time before MPS is ready to hook up to the sewer, but would like to stay ahead of their project. Motion to approve the two Jones and Henry contracts: Rager/Smith. Motion passes unanimously.

DEPARTMENTAL & COMMISSION REPORTS

Appointments – None at this time.

Police Dept. – Report included in packet. Police Chief Jim Kirk reported that Sergeant Birch and Sergeant Tomlinson are working with Manchester Community Schools as school resource officers. The arrangement is working out well for the department and the schools. Kirk noted that the department received a grant for computers and printers to be put in 5 patrol cars through the Operation Pull Over program. Kirk commended Officer Bechtold for doing a remarkable job and noted what an asset Bechtold is to the department. Lastly, Kirk announced a street closure request for the 100-300 block of North Market Street on October 6th from 6:00 am to 6:00 pm.

Fire Dept. – Report included in packet.

Code Enforcement – Report included in packet.

Plan Commission – No current plans to call a meeting

Board of Zoning Appeals – Nothing to add

Traffic Commission – Did not meet

Parks & Recreation – Parks Director Jennifer Hotchkiss reported that the parks department received money from EMC Insurance for the roof damage. The insurance carrier decided the damage was caused from wind damage. However, CMS Roofing can't get the repairs done this fall but has agreed to secure the roof until the weather warms up next spring. Hotchkiss commented that today is the last day for the splash pad for the 2018 season. The pumps will be turned off and winterized. The fall membership sale started September 1 and runs through the end of the year. The Purple Paddle event put on in conjunction with Peabody Retirement Home was canceled due to high and fast river conditions. Lastly, Hotchkiss announced that a family will

be giving a matching grant up to \$5,000 to install a basketball court at the Town Life Center. There will be a fundraising campaign to raise the other \$5,000.

Town Life Center – Report included. TLC Building Administrator Anne Myers reported that a group that regularly uses the Merritt room was trying to get the air-conditioning working but there is no air-conditioning in that room. The Merritt room is also hard to heat and doesn't have technology requirements. The group may be moving to a new facility to hold their meetings.

Tree Advisory – Report included in packet.

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.

Public Works – Reports submitted in packet. Street Superintendent Craig Walters stated that street paving is done for the year. Two trucks will be spraying for mosquitos on Thursday night.

TOWN MANAGER'S REPORT

Town Manager Adam Penrod reported that he and Jim Smith and the housing developer met today with local banking institutions to understand what local lending capacities are. Penrod acknowledged that the process is slow but that they are uncovering more details as they go. Penrod stated that he is working with town attorney Matt Mize to develop a request for proposal for EMS services because the current contract expires at the end of the year. Penrod will keep council posted with updates.

CLERK-TREASURER'S REPORT

1. Financial Reports – Approved subject to audit.
2. Claims - The Town claim docket totaling \$576,027.94 and the Public Works docket totaling \$169,322.42 were submitted for payment. Motion to pay for our obligations: Smith/Miracle. Motion carried by unanimous voice vote of members present.
3. Conflict of Interest Forms – Clerk-Treasurer Mugford presented annual conflict of interest forms for herself and Ben Vineyard. Mugford explained that this is an annual disclosure requirement for her interest in Round Barn Metal Works, Inc. that occasionally does work for the town. Ben Vineyard submitted a disclosure for his interest in Phillips Tree Service. The forms will be submitted to the State Board of Accounts and the Wabash County Auditor.
4. October Meeting Date – President Tobias noted that Mugford and Councilmember Laura Rager will be out of town at a conference during the first week in October. The October council meeting will be moved to the second Wednesday of the month, October 10.

VISITOR COMMENTS

None.

COUNCIL COMMENTS

None.

Meeting adjourned at 7:25 pm.

TOWN COUNCIL, TOWN OF N. MANCHESTER

Chalmer Tobias, President

Laura Rager, Vice-President

Tom Dale

Allen Miracle

Jim Smith

ATTEST:

Carrie Mugford, Clerk-Treasurer