

DECEMBER 18, 2019

TOWN COUNCIL MEETING

Those present:

Chalmer Tobias	Laura Rager	Carrie Mugford	Cam Kissinger
Tom Dale	Allen Miracle	Matt Mize	Aaron Popplewell
Jim Smith	Adam Penrod	Jim Kirk	Anne Myers

Those absent: None. A quorum was attained.

The second December meeting of the North Manchester Town Council was held at the Public Safety Building, 709 W. Main Street, North Manchester, Indiana, on December 18, 2019 at 5:30 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

None

VISITOR COMMENTS

None.

UNFINISHED BUSINESS

1. 2020 Salary Ordinance, GO#7 – Clerk-Treasurer Carrie Mugford read general ordinance #7 by title only. Motion to approve the 2020 salary ordinance as presented on third reading: Rager/Smith. Motion passes unanimously. Mugford thanked the council for their cooperation during the process to revise the salary ordinance.

NEW BUSINESS

1. 2019 Encumbrances, Resolution #4 – Clerk-Treasurer Mugford explained the 2019 encumbrances. An encumbrance is moving appropriations from one year to the next with an approved purchase agreement. Mugford explained the encumbrances from each department. The park department is encumbering for the remainder of the roof repairs to be completed by CMS Roofing: \$9,296.00. The fire department is encumbering for 5 sets of turnout gear from Hoosier Fire & Equipment: \$12,000.00. The police department is encumbering for a new server from BIT Computers: \$18,456.09. The town manager is encumbering the remaining Community Crossing grant and matching dollars for Phend & Brown: \$279,194.18. Motion to approve resolution #4, the 2019 encumbrances as presented: Rager/Dale. Motion passes unanimously.

2. Attorney Professional Services Contract – Penrod stated that Town Attorney Matt Mize is being utilized much more than years past due to circumstances in town. An increase in the monthly contracted amount will help offset the number of hours being spent on town business. Penrod recommends increasing from \$830 to \$950 per month which equates to less than an hour of attorney fees. Motion to approve an increase in the monthly attorney contract: Smith/Rager. Motion passes unanimously.

3. EMA County-Wide Hazard Mitigation Plan, Resolution #5 – Clerk-Treasurer Mugford read resolution #5 verbatim. Penrod explained that earlier in the year a table top discussion exercise prompted a county wide emergency plan. This hazard mitigation plan is required by FEMA.

FEMA has shown that mitigation plans save six times the dollars when an emergency does occur. Motion to approve: Rager/Miracle. Motion passes unanimously.

DEPARTMENTAL & COMMISSION REPORTS

Appointments – Councilmember Laura Rager has been reviewing board and commission appointments for the end of the year and beginning of the new year. This list of renewals is as follows:

Park Board – Mel Sautter
MEDCOR – Gary Montel, Matt Nettleton, Bob Fawcett
Plan Commission – Mike Kock, Andy Brown
Tree Commission – Deb Huston, Dave Kreps, Bernie Ferringer
Stormwater Board – Allen Miracle, Jeff Hire
Economic Development Commission – Chalmer Tobias
Traffic Commission – Anne Myers, Dennis Unger, Randy Self

New Appointments:

Plan Commission – Gary Beck

Motion to approve the list of renewals and new appointment: Smith/Miracle. Motion passes unanimously.

Police Dept. –

Fire Dept. – Fire Chief Cam Kissinger reported the county fire departments are working together to get an Assistance to Fire Firefighters grant. This grant will make all the radios in the county digital which is an FCC requirement. It will be a 90/10 grant. Kissinger anticipates the town match will be around \$6,500. The match portion will not be paid out until after the grant is awarded in September and paid out in January of 2021.

Code Enforcement –

Plan Commission –

Board of Zoning Appeals –

Traffic Commission –

Parks & Recreation –

Town Life Center –

Tree Advisory –

Grow Wabash County –

RDC –

MEDCOR – Councilmember Laura Rager noted that MEDCOR is still working to buy the South First Street property.

Solid Waste – Councilmember Tom Dale remarked that tipping fees are still up.

Storm Water Board – Penrod stated that the stormwater board met and approved the docket.

Public Works – Penrod stated that the West Fourth Street stormwater project is done. The leaf crews are done going around town. Any leaves that need to be disposed of can be taken to the street barn. Wastewater Superintendent Aaron Popplewell explained that the department is changing sampling procedures to comply with new permits.

TOWN MANAGER’S REPORT

Town Manager Adam Penrod stated that he, Rager and Mugford attended the third meeting of the countywide comprehensive planning group. The Wabash County Community Foundation needs a commitment that the town will stay involved throughout the process. The Community Foundation will be sending a letter and asks that council sign it to authorize the commitment. There is no financial commitment at this time.

Penrod mentioned that he and several others attended the Newly Elected Officials meeting in Fort Wayne put on by AIM. Penrod noted it was a good refresher for all the things we’re responsible for.

CLERK-TREASURER’S REPORT

1. Financial Reports – Approved subject to audit.
2. Claims - The Town claim docket totaling \$268,108.00 and the Public Works docket totaling \$43,444.90 were submitted for payment. Motion to pay our obligations: Smith/Dale. Motion carried by unanimous voice vote of members present.
3. Mugford thanked the department heads for staying within budgets and making 2019 an enjoyable year.

VISITOR COMMENTS

None

COUNCIL COMMENTS

Chalmer Tobias announced that his family has just recently moved out of the district he was elected to represent but they have possession of the house on Walnut Street until later this month. Tobias will be submitting his resignation to the county republican party chair effective 12/31/19. The republican party is considering all suggestions and will hold a caucus to fill the vacant seat after the first of the year. Tobias thanked the council and the department heads for caring about the town and its direction. Tobias emphasized the “metric crap ton of information” he has learned during his time on the council.

Jim Smith expressed his appreciation for Tobias’ commitment and passion.

Allen Miracle stated his appreciation for Tobias’ leadership.

Tom Dale and Laura Rager thanked the entire staff of the town and remarked on how very much appreciated everyone is by council.

Tobias thanked the Clerk-Treasurer and town hall staff noting that he never worried about state of finances in town. Tobias addressed Town Manager Adam Penrod stating “you have been under a lot of duress and you have come through amicably”.

Meeting adjourned at 6:00 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