

JUNE 3, 2020

TOWN COUNCIL MEETING

Those present:

Allen Miracle	Tom Dale	Carrie Mugford	Brooke Vanderpool
Jim Smith	Gary Montel	Matt Mize	Times Union
Laura Rager	Adam Penrod	Sam Knight	Brandon Whitcraft

Those absent: None. A quorum was attained.

The June meeting of the North Manchester Town Council was held at the Public Safety Building, 709 W. Main Street, North Manchester, Indiana, on June 3, 2020 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 05/11/20 and 05/20/20 special meetings and 05/06/20 regular meeting were presented for approval. Motion to approve the minutes as presented: Rager/Dale. Motion passes unanimously.

**VISITOR COMMENTS**

None.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

1. Asphalt Bid Opening – Town Manager Adam Penrod explained that this bid opening is the annual solicitation for asphalt pricing. The town has been awarded a Community Crossing Grant and will focus on those specific projects separately. The Community Crossings Grant bid opening will be later in June. This bid will be utilized if the decision is made to do more street paving outside of the grant. Clerk-treasurer Carrie Mugford confirmed that one bid was received on time at town hall. Attorney Matt Mize opened the bid from Gaunt & Son Asphalt. Bid form 96 included. The bid included: 12.5mm Intermediate \$67.80/ton, 9.5mm Surface \$73.35/ton, 500 gallons AE tack coat 3.75/gallon. Motion to approve the bid from Gaunt & Son Asphalt as presented: Smith/Rager. Motion passes unanimously.

2. Manchester Alive Contribution Request – President Allen Miracle expressed his support for the decision to cancel Funfest. Councilmember Laura Rager confirmed that following current guidelines is nearly impossible in a festival setting. Councilmember Jim Smith is hopeful that the fall Harvestfest will be possible. Manchester Alive (MA) Executive Director Brooke Vanderpool noted that council received a letter in the meeting packet. Vanderpool passed out an annual meeting flyer giving details about MA activities over the year. Three new board members have been appointed. Vanderpool stated that MA is typically very busy with events, having 12 scheduled for the year but that has been greatly reduced. Less events have meant less expenses, but also fewer investors because local companies have don't extra money. MA is looking for ways to replace that lost revenue. MA would like to create smaller events to celebrate

the community this year. Vanderpool commented that Manchester was selected as a location for the "Make It Your Own" Mural Festival. A local artist will paint a 2000 square foot mural on the east side of the Selleck building. Four applications from Wabash county were selected. There will be a small festival to celebrate the completion of the mural. There will also be mentorship opportunities to work with the artist. Vanderpool has been keeping up with social media and keeping the MA presence in the community. Vanderpool asked that MA be awarded the \$15,000 stipend from the town stating that it would really help with the loss of income. Smith asked if the financials reflected last year's donation under memberships. Vanderpool confirmed that it did. Mugford stated that the \$15,000 was allocated last year during the budget process, but now council is being asked to approve request. Miracle thanked Vanderpool and MA for the work they do in the community and stated that the council will take the request under advisement and give a decision at a future meeting.

3. Tax Abatement Renewals – Clerk-Treasurer Mugford stated that tax abatement renewals are part of the annual tax assessment process. Mugford reminded council that this is an important step because it is confirmation that the requesting company has complied with the initial capital expenditures and is meeting the goals outlined in the abatement. Motion to approve the abatement renewals from HF Group, OJI Intertech, Shepherds Family Auto, Precision Medical Technologies, MPS Inc., Strauss Feeds as presented: Montel/Rager. Motion passes unanimously.

## **DEPARTMENTAL & COMMISSION REPORTS**

Appointments – Mugford stated that the library director, Diane Randall, has asked for reappointment of two board members. Kathy Garber and Mike Leckrone have each served one term and she is requesting renewal for a second term. Motion to approve council appointments Kathy Garber and Mike Leckrone to the library board: Rager/Dale. Motion passes unanimously.

Police Dept. – Report included in packet.

Fire Dept. – Report included in packet.

Code Enforcement – Report included in packet.

Plan Commission – Did not meet.

Board of Zoning Appeals – Did not meet.

Traffic Commission – Did not meet

Parks & Recreation – Report included in packet.

Town Life Center – Report included in packet.

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 – The Stormwater Board met and approved the docket.

Public Works – Reports included in packet.

### **TOWN MANAGER'S REPORT**

Town Manager Adam Penrod reported that the Community Crossing Grant bid opening will be June 24 at 2:00 at the public safety building. The contract award will take place at the July regular council meeting. This grant is Wayne Street phase II, finishing up the northern half of the street. There will also be work done on W Main Street.

Penrod stated that interviews have been conducted for potential firms to facilitate the county comprehensive plan. The firm of Planning Next from Columbus, Ohio was selected. They do a lot of work with Fort Wayne and are currently working on the Whitley County comprehensive plan. The group anticipates getting started in August. There will be opportunities for input from public leaders and residents.

Penrod gave an update on the OCRA grant program. Thirteen applications were reviewed by the review committee. Unfortunately, some businesses didn't meet the nation objective. Eleven applications were submitted to OCRA for their review and approval. Once OCRA gives their approval, checks can be distributed to the local businesses for operating expenses and supplies. Penrod noted that Manchester High School will have a senior parade on June 12. All seniors will be in vehicles driving a parade route around the northern part of town. Also, fireworks will be set off at the high school this year. Construction at Manchester University made it necessary to move the festivities. Miracle commented that the new football field reduced the amount of space for a big group to gather and he appreciates the high school taking on the fireworks.

### **CLERK-TREASURER'S REPORT**

1. Financial Reports – Approved subject to audit.
2. Claims - The Town claim docket totaling \$546,291.96 and the Public Works docket totaling \$145,075.02 were submitted for payment. Motion to pay our obligations: Smith/Rager. Motion carried by unanimous voice vote of members present.

### **VISITOR COMMENTS**

None

### **COUNCIL COMMENTS**

Tom Dale asked about the status of the canoe launch. Adam Penrod replied that he is waiting on a response from the Indiana Department of Natural Resources to give permission to rework the launch. The handicap accessible ramp was heavily damaged by a tree during recent flooding. Laura Rager asked if Republic Services will provide an educational video for the town website and social media. Rager stressed that education will keep costs down.

Meeting adjourned at 7:23 pm.

TOWN COUNCIL, TOWN OF N. MANCHESTER

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Allen Miracle, President

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Jim Smith, Vice-President

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Tom Dale

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Laura Rager

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Gary Montel

ATTEST

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Carrie Mugford, Clerk-Treasurer