

MARCH 4, 2020

TOWN COUNCIL MEETING

Those present:

| | | | |
|---------------|--------------------|------------------|----------------|
| Allen Miracle | Adam Penrod | Aaron Popplewell | Anne Myers |
| Jim Smith | Carrie Mugford | Cam Kissinger | Warsaw Paper |
| Laura Rager | Matt Mize | Kody Cook | Chalmer Tobias |
| Tom Dale | Craig Walters | Ray Houser | Deb Chinworth |
| Gary Montel | Jennifer Hotchkiss | Dan Renz | |

Those absent: None. A quorum was attained.

The March meeting of the North Manchester Town Council was held at the Public Safety Building, 709 W. Main Street, North Manchester, Indiana, on March 4, 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.

President Miracle presented Chalmer Tobias with a plaque in appreciation for serving the community during his term on council.

MINUTES

Minutes of the 02/05/20 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. Open Received Bids for Surplus Vehicles – Clerk-Treasurer Carrie Mugford stated that two bidders submitted bids on the surplus pickup trucks. Town Attorney Matt Mize opened the sealed bids as follows:

Indiana Tow and Recovery: GMC S-10: \$251, Chevrolet 1500: \$1,200.

Travis Fry: GMC S-10: \$200, Chevrolet 1500: \$750

Indiana Tow and Recovery was determined to be the winning bidder on both trucks. Town Manager Adam Penrod will contact the winning bidder and make arrangements to pick up the vehicles. Clerk-Treasurer Mugford will get the titles and paperwork ready. Motion to accept the winning bids: Rager/Smith. Motion passes unanimously.

2. Manchester Alive Festival Street Closure Request – Town Manager Penrod confirmed that the requested street closures are the same normal requests as past years for the July Funfest event. There will be a few less events on Thursday but the road closures remain the same. Penrod reminded council that the Funfest street closures are approved by council because they involve closing the highway and the approval is recorded in the minutes as required by INDOT. Motion to approve the Funfest road closures as presented for Manchester Alive Funfest by the River, July 23-25: Rager/Dale. Motion passes unanimously.

3. County Comprehensive Plan Commitment – Town Manager Penrod restated that the municipal entities of Wabash County have come together to create a county wide comprehensive plan. This plan is to be used by all of Wabash County to create a direction for the county and increase collaborative efforts. The Community Foundation is spear-heading the process; as well as, submitting an application to Lilly for a grant to help pay for a consultant. The Community Foundation has requested a letter of commitment from each entity to accompany the grant application. Any monies needed above the grant and community contributions will be provided through private donations. Penrod recommended submitting a letter of support with a \$5,000 pledge from the town. Councilmember Laura Rager noted that this plan does not displace any project the town wants to do. The town won't be overridden by any other community, we are not losing our autonomy. This is a chance to collaborate if similar projects are being undertaken within the county. Miracle reiterated that the County suffers from population loss and this is an effort to work together to negate that trend. Councilmember Jim Smith expressed the importance of being proactive on this issue. Smith remarked that this consultant grant ties into a larger Lilly grant for the Community Foundation to work towards fulfilling any plans created by the comprehensive plan. Motion to approve the commitment letter and \$5,000 pledge to the county-wide comprehensive plan: Smith/Dale. Motion passes unanimously.

4. Consideration of Trash Contract Renewal/Bids – President Miracle stated that the trash contract with Republic Services is expiring at the end of June. Miracle asked if it is the desire of the Council to put the contract out for bids. Penrod remarked that trash contractors want to have long term contracts to ensure business and revenue. However, it is appropriate to seek out bids every four years to ensure costs are kept low. The request for bids will be published in the paper the second and third weeks of March. The bids will be opened in April, reviewed, and awarded in May. The new contract will begin July 1. Smith asked if contractors will have enough time to get a responsive bid ready. Penrod responded that the bids will be advertised as soon as possible giving potential bidders an adequate amount of time. Rager asked if the contract was renewed or extended last time. Penrod stated that the contract was bid out four years ago and a contract extension was utilized two years ago. Councilmember Tom Dale mentioned that the cost of recycling may be higher than before because there is no value to the recycling material. Costs at the Solid Waste District continue to increase. Penrod noted that he had been warned about that increase from a few sources. Motion to put the trash contract out for bids: Rager/Montel. Motion passes unanimously.

DEPARTMENTAL & COMMISSION REPORTS

Appointments – None.

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 meet. Report in packet

Traffic Commission – Did not meet

Parks & Recreation – Report included in packet. Parks and Recreation Director Jennifer Hotchkiss reported that the annual Daddy Daughter dance was well attended with both sessions selling out. There are 115 tickets to each session and there could have been more sold. Hotchkiss is considering a bigger venue for next year. Havel Brothers made repairs to dessert air system and it is working correctly now. Data loggers have been installed and are monitoring the pool environment for temperature and humidity. This information will help the roofing contractor so that the roof can be fixed and finalized. Hotchkiss further reported that fourth graders are coming in for swim lessons. Ogan's Landing playground perimeter blocks have been set and wood carpet will be coming soon. Hotchkiss is working on the permit application for the DNR in order to begin pavilion construction at Ogan's Landing. Rager noted that a permit was issued once already but expired so a new permit should not be difficult. Lastly, Hotchkiss announced that they will be starting interviews for the fulltime open maintenance position.

Town Life Center – Report included in packet. TLC Administrator Anne Myers reported that Manchester Early Learning Center will be holding their annual consignment sale (Manchester Youth Yard Sale) in the TLC gym next weekend. As is usual the gym is busy with rentals this time of year.

Tree Advisory – Minutes included in packet. Town Manager Penrod noted that the Walrod Tree Program will be opening up soon. Letters will be sent out to anyone who had a tree lawn tree removed in the past year.

Grow Wabash County – Town Manager Penrod thanked President Miracle for representing the town at the Grow Wabash County community breakfast. The event was well attended and Miracle got a good response to his presentation.

Redevelopment Commission – Councilmember Smith stated that the RDC will meet March 18.

MEDCOR – Did not meet. Councilmember Rager remarked that 308 S First Street was purchased and the owners have left the property. The next step is to get quotes for demolition.

Solid Waste –

Storm Water Board – Town Manager Penrod reported that the Stormwater Board met and approved the docket.

Public Works – Reports included in packet. Street Superintendent Craig Walters stated that all three street department employees went to Fort Wayne for mosquito training CEU's as part of their pesticide license. Smith commended Walters for the asphalt warming box his department fabricated. It made for good publicity for the department. Walters confirmed that it does work.

TOWN MANAGER'S REPORT

Town Manager Adam Penrod welcomed MPS Egg Farms headquarters to town. MPS held two open house events for the public. Penrod remarked that the new facility is very nice and thanked everyone for the community support of MPS.

CLERK-TREASURER'S REPORT

1. Financial Reports – Approved subject to audit.

2. Claims - The Town claim docket totaling \$535,940.24 and the Public Works docket totaling \$334,405.07 were submitted for payment. Motion to pay our obligations: Smith/Rager. Motion carried by unanimous voice vote of members present.

VISITOR COMMENTS

Chalmer Tobias (807 East Street) commented on the poor condition of the railroad crossing at Ninth Street. Tobias asked if there is a railroad hotline residents can call to complain. Penrod recalled the last set of repairs were done after residents called Norfolk on their maintenance hotline. Penrod is unsure why Norfolk didn't repair Ninth Street at the same time and encouraged everyone to call to let them know about it. The Street Department recently installed signs warning of the rough crossing. County councilmember Matt Mize indicated that he will make contact with legislators in Indianapolis and Washington to get this horrible crossing repaired.

COUNCIL COMMENTS

Jim Smith acknowledged the police department for doing a lot of good work throughout the community. The police department and fire department have been completing a lot of training hours. Smith thanked the departments for their effort. Allen Miracle echoed Smith's sentiments.

Meeting adjourned at 7:27 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