

AUGUST 5, 2020

TOWN COUNCIL MEETING

Those present:

Allen Miracle	Gary Montel	Jim Kirk	Eric Christiansen
Jim Smith	Adam Penrod	Alex Downard	M. Shultz - Times Union
Tom Dale	Carrie Mugford		

Those absent: Laura Rager. 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 5, 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 07/21/20 special meeting and 07/01/20 regular meeting were presented for approval. Motion to approve the minutes as presented: Smith/Dale. Motion passes unanimously.

VISITOR COMMENTS

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

1. Trash Fee Increase Public Hearing - Council President Allen Miracle opened the public hearing for the proposed trash fee increase. Hearing no comments, the public hearing was closed.
2. Trash Fee Increase, GO #1 – Town Manager Adam Penrod gave a brief explanation of the process up to this point. In April two bids were received for the trash and recycling contract after being properly advertised in March. The lowest responsive bidder was Republic Services and the bid was accepted by council in May. The new price for pickup services is above what the current rates can support. Penrod completed a financial study of revenues and disbursements in the trash fund. It was concluded that an initial increase of \$3 and \$0.50 increases for the next three years will provide enough revenue to pay the contract. Penrod emphasized that the trash fee has not been increased since 2001. This increase is overdue and necessary. Information pertaining to the public hearing and the fee increase was put on social media and copies placed in the utility office for residents to pick up. Clerk-Treasurer Carrie Mugford read general ordinance #1, 2020, verbatim. Motion to approve general ordinance #1 on first reading: Smith/Dale. Motion passes unanimously. Penrod noted that this fee also pays for spring and fall cleanup which is widely used by the community.
3. Enacting and Adopting a Supplement to the Code of Ordinances, GO #2 – Clerk-Treasurer Mugford explained that in 2018 the North Manchester code of ordinances went through the process of re-codification. Since that time new ordinances have been adopted. Those ordinances are sent to the codifier, American Legal Publishing, for inclusion in the official code of

ordinances. This ordinance officially amends the codification and incorporates relevant ordinances since 2018. Mugford read general ordinance #2, 2020, verbatim. Motion to approve GO #2 on first reading: Dale/Montel. Motion passes unanimously. Council member Jim Smith asked if there is reason to not finish this ordinance at this meeting. Hearing no concerns. Motion to suspend the rules and move to third reading: Smith/Dale. Motion passes unanimously. Motion to approve GO #2 on third reading: Smith/Dale. Motion passes unanimously. Motion to reinstate the rules: Dale/Smith. Motion passes unanimously.

4. Center for History Request – President Miracle stated that the Center for History has made a request for funding. The request was accompanied by financials that have been sent to the council. The council will discuss the request when a representative from the Center for History is available and present at the meeting.

5. Jones & Henry Fee for Service Contract – Town Manager Penrod explained that Jones and Henry Engineers, LTD, is the engineer used by the Department of Public Works. Jones and Henry provide assistance with projects big and small and have a good working relationship with the departments. The proposed contract is an update to similar contracts done in the past with Jones and Henry. The contract is a general service agreement that sets the rate schedule for on-call services provided. The contract is not to exceed \$20,000. Penrod remarked that Jones and Henry provide guidelines to help the utility make good decisions. Motion to approve the fee for service contract with Jones & Henry not to exceed \$20,000: Montel/Dale. Motion passes unanimously.

DEPARTMENTAL & COMMISSION REPORTS

Appointments – None at this time.

Police Dept. – Report included in packet. Police Chief Jim Kirk stated that three reserve officers have left the department, but have already been replaced. Tom Riggs, Cody Egner and Jason Hare have been replaced with John Kelly, Robert Vanover and Austin Cook. All three new reserves have been sworn in and are eager to volunteer with the department.

Fire Dept. – Report included in packet.

Code Enforcement – Report included in packet.

Plan Commission –

Board of Zoning Appeals –

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 – Nothing to report.

Redevelopment Commission – Did not meet.

MEDCOR – Did not meet.

Solid Waste – Nothing to report.

Storm Water Board – The Stormwater Board did not meet in July.

Public Works – Reports included in packet.

TOWN MANAGER'S REPORT

Town Manager Adam Penrod reported that the Community Crossing Matching Grant street work will start on Monday (08/10/2020) and will be ongoing for the next few months. Wayne Street will be removed and replaced down to the base so no traffic will be on the road during construction. Wayne Street will be reconstructed one block at a time.

The water department water tower maintenance program has begun. The north tower at Warvel Park will be drained and the inside painted. Mixer apparatus will be added to help compensate for the lack of pumping from the tower. The mixer will stir the water in the tank as it fills. Penrod noted with two towers in the air, taking one down will not reduce water pressure or fire suppression needs throughout the town.

Penrod reported that Portland, Indiana, is interested in coming to town to discuss how our housing development project came to be. The mayor, attorney and economic development director will be coming August 18. Penrod feels very fortunate to be able to tell others how North Manchester went about a public/private partnership housing development.

The Office of Community and Rural Affairs has approved round 2 of grant applications for the COVID Relief grant. So far \$121,000 has been expensed. Penrod is hopeful to have enough applicants to give away the remaining money.

Penrod mentioned that Lehman and Lehman will resubmit for permit approval to Indiana DNR for the pavilion be installed at the canoe launch.

Parkview EMS submitted a mid-year report in the council packet. They are happy to be almost fully staffed, but it has required a lot of training to get staff on board.

CLERK-TREASURER'S REPORT

1. Financial Reports – Approved subject to audit.

2. Claims - The Town claim docket totaling \$507,171.05 and the Public Works docket totaling \$172,401.97 were submitted for payment. Motion to pay our obligations: Smith/Dale. Motion carried by unanimous voice vote of members present.

VISITOR COMMENTS

Alex Downard of Michael Kinder and Sons asked about the OCRA COVID Relief grant. Penrod explained that the grant is reimbursable, so what the town gives out in grant funds is reimbursable to the town. The town did not receive money that will need to be given back. Penrod re-emphasized that the grant committee would love to give out all the money.

COUNCIL COMMENTS

None.

Meeting adjourned at 7:38 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