

MAY 6, 2020

TOWN COUNCIL MEETING

Those present:

Allen Miracle	Adam Penrod	Aaron Popplewell	Eric Christiansen
Jim Smith	Carrie Mugford	Craig Walters	Rob Burgess
Laura Rager	Matt Mize	Steve Shumaker	Steve Gill
Tom Dale	Cam Kissinger	Ben Vineyard	Paul Cardinal
Gary Montel	Jennifer Hotchkiss	Craig Lutz	

Those absent: None. A quorum was attained.

The May meeting of the North Manchester Town Council was held virtually through the ZOOM app in North Manchester, Indiana, on May 6, 2020 at 5:00 p.m., pursuant to Governors Directive 20-09. The meeting was called to order by Council President, Allen Miracle, who presided.

**MINUTES**

Minutes of the 03/24/20 special meeting and 04/01/20 regular meeting were presented for approval. Motion to approve the minutes as presented: Rager/Dale. Motion passes unanimously.

**VISITOR COMMENTS**

Council President Allen Miracle thanked the town employees for their effort and cooperation during this time. Miracle asked that the community continue to comply with the governor's directives.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

1. APEX Street Engineering Contract for Community Crossings Program – Town Manager Adam Penrod explained the proposed contract with APEX Engineering for the 2020 Community Crossings grant. This project will finish the northern part of Wayne Street that was started last year; as well as, mill and resurface West Main Street. APEX will do construction administration and ensure that proper documentation is completed. INDOT is mandating appropriate ADA compliant sidewalks and ramps on all projects, and APEX will monitor those pieces. Penrod recommended approving the APEX contract to ensure compliance with INDOT requirements. Councilmember Jim Smith asked how it is determined which streets are paved each year. Penrod stated that INDOT and LTAP created a PASER rating system that combines several factors to give each road a grade. Street Superintendent Craig Walters reviews the streets each year to update the PASER scores. Road projects are determined from those ratings and the amount of money available. Councilmember Tom Dale asked if traffic load is a factor. Penrod responded that traffic counts are included on the grant application if they are known. Motion to approve the APEX contract: Rager/Smith. Motion passes unanimously.
2. Trash Bid Award – Town Manager Penrod stated that two trash bids were opened at the April council meeting. Republic Services is the current service provider and was the lowest bidder. Penrod feels that Republic has been responsive to issues that come up. The bid is an increase

from current rates and will probably require a rate increase in the near future. The cost of recycling is the biggest driver of the increase. Penrod recommends council approve the two-year contract with Republic and go ahead and execute the first two-year extension essentially approving a four-year contract at this time. The price after four years is still lower than the first-year price of the other bid received. This will keep the rates set for the next four years. Smith asked that these rates be considered when determining if new trash rates are needed. Penrod would like to discuss new rates at the June or July council meeting. Motion to approve a two-year contract with a two-year extension: Rager/Montel. Motion passes unanimously. Councilmember Dale explained that the cost of recycling continues to grow because there is less opportunity to sell the materials. Dale commented that recycling may have to be discontinued if there is no way to dispose of the material. Craig Lutz, Municipal Services Manager for Republic Services, confirmed that Republic Services believes in the recycling industry and recently invested seven million dollars in the central Indiana processing facility. Lutz stressed educating residents on how and what to recycle to increase the value of the recycled material. Recycling should not be bagged when placed in container. Lutz thanked the council for the renewed contract.

3. Region 3A Contract for OCRA COVID Relief Grant – President Miracle gave a brief explanation of the OCRA COVID Relief Grant. The nation objective for this grant is to keep low to moderate income employees employed in their current positions. Miracle encouraged all businesses to apply for funds and mentioned the public hearing on May 11 at 5:00 pm. Penrod acknowledged that the public hearing will be a Zoom meeting, but there will be representation at the Public Safety Building if someone would like to attend in person. Miracle asked for approval of a contract with Region 3A to administer the grant. Motion to approve Region 3A contract: Rager/Smith. 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. Steve Shumaker commented on a new house being built on Garber Way at Chester Heights.

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 road paving will begin on Friday, May 8. Wayne Street and Walnut Street will get a final coat. Residents should expect congestion in those areas. The county wide comprehensive plan committee has narrowed the field of prospective firms to four. Next interviews will be conducted to determine the best option. Penrod has been contacted by the organizers of the local farmer's market. The Saturday morning farmers market will now be held at the South Mill Street property. This will allow for more space, more parking, and a playground and restrooms for kids. After the first week at the new location sales were reportedly up 3 times over the former location. The vendors are very pleased with the location.

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

1. Financial Reports – Approved subject to audit.
2. Claims - The Town claim docket totaling \$325,475.73 and the Public Works docket totaling \$172,012.94 were submitted for payment. Motion to pay our obligations: Smith/Dale. Motion carried by unanimous voice vote of members present.
3. Preliminary Budget Calendar – Clerk-Treasurer Mugford explained that the budget schedule will not change this year. The DLGF is not moving any due dates this year so the schedule will remain the same. Mugford will be distributing budget forms to department heads and estimating as much as possible based on current circumstances.

### **VISITOR COMMENTS**

None

### **COUNCIL COMMENTS**

Allen Miracle noted that it is encouraging to see businesses and not-for-profits reaching out to help residents and each other during difficult times.

Adam Penrod announced that Webb Pharmacy received a grant through Duke Energy and will be giving away masks and hand sanitizer while supplies last.

Meeting adjourned at 5:35 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