

DECEMBER 16, 2020

TOWN COUNCIL MEETING

Those present:

|               |             |                |                    |
|---------------|-------------|----------------|--------------------|
| Allen Miracle | Tom Dale    | Carrie Mugford | Rob Burgess        |
| Jim Smith     | Laura Rager | Matt Mize      | Jennifer Hotchkiss |
| Gary Montel   | Adam Penrod | Craig Walters  | Aaron Popplewell   |

Those absent: None. A quorum was attained.

The second December meeting of the North Manchester Town Council was held via Zoom, on December 16, 2020 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, Allen Miracle, who presided.

### **MINUTES**

Minutes of the 12/02/20 regular meeting were presented for approval. Motion to approve the minutes as presented: Rager/Dale. Motion passes unanimously.

### **VISITOR COMMENTS**

None.

### **UNFINISHED BUSINESS**

1. 2021 Salary Ordinance, GO#3, Third Reading – Clerk-Treasurer Carrie Mugford read general ordinance #3 by title only. Motion to approve the 2021 salary ordinance on third reading: Smith/Rager. Motion passes unanimously.

### **NEW BUSINESS**

1. 2020 Utility Account Write-Off – Clerk-Treasurer Mugford explained that Angie Casper, utility clerk, is suggesting no utility accounts be written off this year. A written explanation of past due accounts showed only \$8,720 more than 30 days past due. Included in the amount due are accounts with liens or court filings. Mugford expressed her appreciation for the utility clerks for keeping the customer accounts caught up. Council acknowledged the incredibly low past due amount considering the circumstances of the past year. Mugford noted the largest account past due has a court ordered repayment plan that is not being followed. Mugford asked to have the delinquent account brought back to court. Town Attorney Matt Mize stated that he would try to get another court date for the delinquent property owner.

2. 2020 Encumbrances, Resolution #8, 2020 - Mugford explained that an encumbrance resolution moves appropriations from 2020 into 2021 for a specific purpose. The parks department is asking to encumber \$14,010.50 for a new 72" Scag mower. Mugford commented on the accomplishment it is for the parks department to have enough budget left to do this encumbrance. The other encumbrance is \$205,808.40 for remaining unspent Community Crossings grant funds. The Wayne Street project should be completed in the spring and the rest of the money expensed at that time. Motion to approve resolution #8: Montel/Rager. Motion passes unanimously.

### **DEPARTMENTAL & COMMISSION REPORTS**

Appointments – None at this time.

Police Dept. – Clerk-Treasurer Mugford announced that the Police Department, specifically Officer Isaac Adams, applied for and received a \$99,000 grant for new police portable radios. These radios will be dual band to allow officers to communicate with each other and the county on one radio.

Fire Dept. – Fire Chief Cam Kissinger reported that Ollie Cagle passed away yesterday. Ollie was a member of the Manchester Fire Department for over 50 years. The Fire Department will provide a last ride in the 1935 LaFrance fire truck.

Code Enforcement –

Plan Commission –

Board of Zoning Appeals –

Traffic Commission –

Parks & Recreation – Report included in packet.

Town Life Center –

Tree Advisory –

Grow Wabash County –

Redevelopment Commission –

MEDCOR –

Solid Waste –

Storm Water Board –

Public Works –

## **TOWN MANAGER'S REPORT**

Town Manager Adam Penrod reported that North Manchester, Wabash, and Wabash County are looking into a collaborative application for a third round of OCRA grant money. This money would be open to entities that were not able to apply for other grants or COVID relief funds. This would include non-profits, child care facilities, and mental health facilities.

Penrod stated that MEDCOR has been working on selling a building lot on South First Street. Bids were solicited and one bid was received. The bid was lower than anticipated and was rejected. A counter offer was rejected. A “For Sale” sign will be put at the property to generate interest over the winter.

Penrod reported that a local EMS advisory committee is being considered. Representatives from local emergency services, town officials and residents will make up the committee. This will be a way to communicate with the local EMS provider service on a quarterly basis. Councilmember Jim Smith has volunteered to be on the committee.

**CLERK-TREASURER'S REPORT**

1. Financial Reports – Approved subject to audit.
2. Claims - The Town claim docket totaling \$290,546.10 and the Public Works docket totaling \$85,738.43 were submitted for payment. Motion to pay our obligations: Smith/Rager. Motion carried by unanimous voice vote of members present.
3. 2021 Meeting Dates – Mugford provided a calendar of meeting dates in the council packets. The first Wednesday of the month does not conflict with holidays in the new year. Council agreed to meet on the first Wednesday of the month at 7:00 in 2021.

**COUNCIL COMMENTS**

Allen Miracle and Jim Smith expressed their appreciation for the department heads for staying in budget this year and increasing fund cash balances.

Tom Dale thanked Adam Penrod and Carrie Mugford for their leadership of the town in this trying year.

Meeting adjourned at 5:52 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