

JULY 7, 2021

TOWN COUNCIL MEETING

Those present:

Jim Smith	Carrie Mugford	Cam Kissinger	Maddie Schultz
Laura Rager	Matt Mize	Jennifer Hotchkiss	Eric Christiansen
Gary Montel	Jim Kirk	Dave McVicker	Rob Burgess
Tom Dale	Craig Walters	Ben Vineyard	Ryan Shock
Adam Penrod			

Those absent: Allen Miracle. A quorum was attained.

The July meeting of the North Manchester Town Council was held at the Public Safety Building, 709 W Main Street, on July 7, 2021, 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 Vice-President, Jim Smith, who presided.

**MINUTES**

Minutes of the 06/02/21 regular meeting were presented for approval. Motion to approve the minutes as presented: Rager/Montel. Motion passes unanimously. Council member Tom Dale was absent from the June meeting and did not vote.

**VISITOR COMMENTS**

None.

**UNFINISHED BUSINESS**

1. Animal Control Ordinance Amendment – GO#2, Third Reading – Clerk-Treasurer Carrie Mugford read general ordinance #2 by title only. Motion to approve GO#2 as amended on third reading: Rager/Montel. Motion passes by unanimous voice vote of members present.

**NEW BUSINESS**

1. OJI Zoning Request – GO#3, First Reading – Clerk-Treasurer Mugford read general ordinance #3 verbatim. Building Commissioner Dave McVicker explained that in 1982 the facility was zoned industrial. In 2007 the zoning ordinance was updated and the OJI parcels were changed to limited industrial. In 2017 a building permit was issued and the discrepancy should have been found at that time. OJI is now requesting that the property be changed back to industrial from limited industrial so it is conforming use of the property. Town Manager Adam Penrod explained that OJI has an international parent company that would like to have all issues cleared up to facilitate expansion and future investment. The Plan Commission voted unanimously to recommend the zoning change at its June 28 meeting. Motion to approve GO #3 on first reading: Rager/Dale. Motion passes unanimously.

2. Water Softening Salt Bid Opening – Town Attorney Matt Mize stated that five bids were received on time at town hall. Penrod remarked that the bids were solicited for water softening salt only. The Department of Public Works will contract for trucking separately. Mize opened bids from Cargill, Mid-American Salt, Midwest Salt, Morton Salt, and Compass Minerals. All bids were complete and will be taken under review. Penrod will bring a recommendation to the next council meeting and then council can award the winning bidder. Motion to accept the bids and

take them under advisement: Dale/Rager. Motion passes unanimously. Penrod noted that the water department currently uses Cargill for softening salt.

3. Request to Purchase New Water Department Truck – Water Superintendent Ryan Shock stated that the Water Department is requesting permission to replace the 2004 Ford F150. The truck has 213,000 miles on it and needs several repairs. Shock is hoping to save money by not doing the repairs and instead purchase a new truck. Shock noted that this truck was originally purchased from the police department several years ago. Shepherds Chevrolet is having trouble guaranteeing a purchase price of a new Chevy Pickup because of the shortage of computer chips causing manufacturing delays. Just this week Shepherds provided a solid quote for a 2022 ¾ ton work truck that should be here by the end of the year. Once the new truck is delivered, Shock will put the Ford F150 up for bid. The quotes received were: 2022 Ford F250 4x4 from Kerlin's for \$32,955.68 and 2022 Chevrolet Silverado 2500HD for \$34,184.00. Shock recommended buying the Chevy from Shepherds. Motion to approve the purchase of a 2022 Chevy Silverado from Shepherds: Rager/Dale. Motion passes unanimously.

4. Request to Purchase an AutoPulse System for Fire Department – Fire Chief Cam Kissinger explained that chest compressions on a cardiac patient are one of the most physically demanding procedures the department does. Because of the high intensity of the procedure the volunteers switch every 2 minutes. The AutoPulse system is a life-saving device that will also save the volunteers and allow them to be doing other procedures. AutoPulse does automated chest compressions from all around the rib cage not just the sternum and can stay on the patient till they reach the hospital. Kissinger offered to set up a demonstration for the council. Chester Township has a revamped AutoPulse that has been used for training NMFDD drivers and volunteers. Kissinger commented that numerous departments around have them on station. Area departments are working with Parkview to amend protocols to include the AutoPulse equipment. Kissinger stated that the department averages 1 cardiac arrest patient per month. This equipment should get better outcomes than doing CPR manually. Kissinger received a quote from ZOLL medical for \$16,717.67. Mugford and Penrod recommend paying for the equipment from the EMS fund which can only be used for an EMS contract and equipment. Motion to approve the purchase of an AutoPulse system from ZOLL Medical with funds from the EMS fund: Rager/Dale. Motion passes unanimously by voice vote of members present.

5. Legion Parking Lot Closure Request – Penrod stated that Summerfest will be held July 30 & 31 this year. The local American Legion would like to host a motorcycle show in the parking lot adjoining their building. They have requested closure of the parking lot for Friday, July 30. The Legion has provided proof of insurance. Motion to approve closure of the parking lot for July 30: Montel/Dale. Motion passes unanimously.

## **DEPARTMENTAL & COMMISSION REPORTS**

Appointments – See Schedule

Police Dept. – Report included in packet. Police Chief Jim Kirk reported that he and Sargeant Birch and Officer Adams went to Nappanee for training from the Northeast Training Council.

Fire Dept. – Report included in packet. Fire Chief Kissinger reported that the fireworks went well at the high school and the department has received lots of compliments.

Code Enforcement – Report included in packet. Building Commissioner Dave McVicker commented that he has been doing ongoing training. This month has been lots of golf cart permits and fewer building permits.

Plan Commission – Plan Commission met June 28 for a public hearing on the OJI zoning request. PC approved the request and the recommendation to council.

Board of Zoning Appeals – BZA met June 28 to hear a request for an accessory building variance. The request was approved.

Traffic Commission – Did not meet

Parks & Recreation – Report included in packet. Park Director Jennifer Hotchkiss reported that the new handicapped swings will have surface underneath them next Wednesday. The surface will be poured in place. Hotchkiss reported that the Park Board approved the location for a new dog park at their last meeting. The proposed site is approximately an acre on the north side of the MRA baseball fields. Hotchkiss has been consulting with officials from the Wabash Dog Park. Next step will be getting quotes for all the components.

Town Life Center – Report included in packet.

Tree Advisory – Minutes included in packet. Tree Commissioner Ben Vineyard reported that this will be the biggest year for trimming and removing trees. Vineyard made a connection with Wright Tree Service who does tree trimming for Duke Energy. They are working to get trees removed that have power lines running through them. Vineyard noted that there is a Cucumber Magnolia tree on Third Street. It is a prized tree in town but it is wilting on one side. Vineyard has been in touch with a Department of Natural Resources urban forester to see what can be done to save the tree.

Grow Wabash County – Penrod remarked that it is one week away from the One 85 event at the Honeywell Center Plaza. This family friendly event will have lots of activities as well as go over the findings from the population studies that have been done.

Redevelopment Commission – Did not meet.

MEDCOR – Did not meet.

Solid Waste – Councilmember Dale reported that tipping fees have gone up but expenses are up more than tipping fees. Solid Waste is still seeing increasing amounts of utilization and are looking for additional funding.

Storm Water Board – Nothing to report.

Public Works – Reports included in packet. Street Superintendent Craig Walters reported that it was too windy to fog for mosquitos before the 4<sup>th</sup> of July celebrations. Water Superintendent Shock reported that he completed the required certified risk and resiliency assessment with Jones and Henry Engineering last week. One well has been overhauled and 100' column of pipe was replaced and the motor overhauled. It is now back up and running. Penrod reported that Shannon Carter has taken over as the newest Wastewater Superintendent. Penrod is now working on filling the wastewater laborer position. There were 26 applications received and six will be interviewed.

## **TOWN MANAGER'S REPORT**

Town Manager Adam Penrod reported that this year's Community Crossings projects have been advertised for bids. Bids will be opened July 21 and awarded at the regularly scheduled August council meeting.

Ogan's Landing renovations are continuing. Three contractors have been contacted for quotes for the 24x24 pavilion. Penrod hopes that construction will begin in August. The concrete canoe launch is waiting on the engineer's final design. The newest topo and DNR permitting is complete; however, the ADA ramp and all concrete work requires designs from the engineer. Ninth Street is still on the list of projects for Norfolk Southern Railroad. Penrod commented that the track maintenance phone number is not being answered anymore.

**CLERK-TREASURER'S REPORT**

1. Financial Reports – Approved subject to audit.
2. Claims - The Town claim docket totaling \$610,257.53 and the Public Works docket totaling \$238,368.25 were submitted for payment. Motion to pay our obligations: Rager/Montel. Motion carried by unanimous voice vote of members present.
3. Budget Schedule – Mugford reminded council that a special meeting will be needed in July to discuss budgets with department heads. July 23<sup>rd</sup> at 1:00 at the Public Safety building was set for this year's meeting.

**VISITOR COMMENTS**

None.

**COUNCIL COMMENTS**

None.

Meeting adjourned at 7:46 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