

SEPTEMBER 1, 2021

TOWN COUNCIL MEETING

Those present:

Allen Miracle	Carrie Mugford	Cam Kissinger	Maddie Schultz
Jim Smith	Adam Penrod	Shannon Carter	Barb Amiss
Laura Rager	Matt Mize	Dave McVicker	Ray Houser
Tom Dale	Craig Walters		

Those absent: Gary Montel. A quorum was attained.

The September meeting of the North Manchester Town Council was held at the Public Safety Building, 709 W Main Street, on September 1, 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 President, Allen Miracle, who presided.

MINUTES

Minutes of the 08/04/21 regular meeting were presented for approval. Motion to approve the minutes as presented: Rager/Smith. Motion passes unanimously.

VISITOR COMMENTS

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

1. 2022 Budget Public Hearing – Clerk-Treasurer Carrie Mugford stated that the budget process requires a public hearing. Mugford explained the 2022 budget Form 3 which is the official notification posted on Gateway for all interested persons to review. Mugford opened the public hearing on the 2022 budget. No comments were received. Mugford closed the public hearing.
2. 2022 Budget Ordinance, GO#4 – First Reading – Clerk-Treasurer Mugford read the 2022 Budget Ordinance, general ordinance #4, 2021, verbatim. Mugford explained that the budget is based on discussions with department heads and council. The advertised property tax rate is higher than what the final rate will be. The new construction and increased assessed value will bring the rate down when the final budget order is delivered. Motion to approve general ordinance #4 on first reading: Rager/Dale. Motion passes unanimously.
3. ARPA Plan, Resolution #2 – Clerk-Treasurer Mugford explained that one of the requirements of the American Recovery Plan Act is that the town pass a plan outlining the intended uses of the federal money. The town is allotted to receive a little over 1.3 million dollars and has received the first half distribution but the money can't be spent without first passing a plan. Mugford noted that the North Manchester plan includes all four possible uses (premium pay, assistance to local entities, loss of revenue, utility improvements) of the money to allow for flexibility in the future as circumstances may change. Copies of the plan were sent out before the meeting and are available at town hall during normal business hours. Mugford read resolution #2. Motion to approve the ARPA plan: Smith/Dale. Motion passes unanimously.

4. Acknowledge Quotes for Storage Building at Water Plant – Council President Allen Miracle stated that the quotes for a new water plant storage building were not ready in time for the meeting. This item will be moved to next month’s meeting.
5. Acknowledge Quotes for Canoe Launch at Ogan’s Landing – Town Manager Adam Penrod remarked that the first canoe launch structure installed at Ogan’s Landing did not work well when the river flooded. That structure was removed and sold after it was dislodged by a large tree during a flood. In August, Penrod solicited three quotes for a permanent concrete ramp into the river. Quotes were solicited from Crosby Excavating, Blue Ridge Concrete and Gaunt & Son Asphalt. Gaunt & Son Asphalt was the only contractor to return a quote at \$24,950.00. Penrod recommends accepting and moving forward with the Gaunt & Son quote. Councilmember Laura Rager asked how and why the town will provide boulders for the project. Penrod stated that the boulders are used for stabilization to keep the concrete from being undercut by the river. When the original river bank cut was made, boulders were placed to maintain the cut but they are covered and not visible. Penrod noted that the new ramp will not be installed until spring after the current Community Crossing Matching Grant projects are complete. Councilmember Tom Dale remarked that the water level in the river is down right now and would be perfect to get the work done. Penrod commented that work has to be done on the contractor’s schedule. Motion to approve Penrod’s recommendation to use Gaunt & Son Asphalt for the new canoe launch ramp: Dale/Smith. Motion passes unanimously.
6. Harvestfest Road Closings – Town Manger Penrod stated that the road closure request from Manchester Alive are similar to road closings for other festivals. Harvestfest will be Saturday, October 2, this year. Manchester Alive is requesting the closure of Walnut from Main to Second and the alley behind the Strauss Building in addition to Market and Second Streets. Rager asked that roads not being used for the festival are not barricaded. Penrod will receive a final map closer to the event. Motion to approve the street closings as presented for Harvestfest: Rager/Dale. Motion passes unanimously.
7. Constitution Week Proclamation – Council President Miracle read the 2021 Constitution Week Proclamation verbatim. Miracle commented that it is his honor to read the proclamation and urged residents to learn more about the constitution. Barb Amiss, representing Daughters of the Revolution, thanked council for their support.

DEPARTMENTAL & COMMISSION REPORTS

Appointments – See Schedule

Police Dept. – Report included in packet.

Fire Dept. – Report included in packet.

Code Enforcement – Report included in packet.

Plan Commission – Councilmember Rager stated that the Plan Commission met and heard a request to vacate an alley at 802 W Third Street. The ordinance to consider the alley vacation will be brought before council at the October meeting.

Board of Zoning Appeals –

Traffic Commission – Did not meet

Parks & Recreation – Report included in packet.

Town Life Center –

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 – Miracle stated that the Storm Water Board met with the County Surveyor Cheri Slee. Penrod will discuss that meeting in his report.

Public Works – Reports included in packet. Street Superintendent Craig Walters noted that the Street Department fogged for mosquitos last week.

TOWN MANAGER'S REPORT

Town Manager Adam Penrod reported that the building permit for Ogan's Landing has been renewed with DNR. The Redevelopment Commission has already agreed to pay for a 24'x24' pavilion to be placed between the restrooms and the playground equipment. Park Director Jennifer Hotchkiss has been working with DT Construction to finalize the design elements. The concrete work will be done in the next few weeks. By the end of October, the pavilion should be built.

Penrod commented that the SWIF grant award date has been rescheduled again. The state received more applications than anticipated. The grant is now scheduled to be awarded September 10. Penrod noted that this grant will be combined with ARPA funds for utility projects. Penrod reported that the Storm Water Board met with County Surveyor Cheri Slee. In 2012 the first phase of the Grossnickle Ditch reconstruction project was completed. The County is now ready to do phase 2 which includes installation of drainage structures from Baker Street, across the north side of the MRA, to the low ground north of State Road 13. Slee is hopeful to have contractor under contract by spring. Penrod explained that the county only collects maintenance fees from county residents not fees for construction/reconstruction. The town pays maintenance/construction fees from residential stormwater fees collected on the monthly utility bills. The project has an engineers estimated cost of \$525,000. The county will contribute \$100,000. The Storm Water Board agreed to pay 75% of the remaining project, not to exceed \$325,000, over a three-year period. Penrod commented that the Storm Water Board knew the project was coming because the old clay tile is broken down and filled with sediment. Miracle remarked that this is a work in progress that will benefit land owners in the area. Penrod noted that this is still the early phase and no agreement has been signed yet. There will be a public hearing in the future to present the project.

CLERK-TREASURER'S REPORT

1. Financial Reports – Approved subject to audit.
2. Claims - The Town claim docket totaling \$340,762.07 and the Public Works docket totaling \$194,303.98 were submitted for payment. Motion to pay our obligations: Smith/Rager. Motion carried by unanimous voice vote of members present.
3. October Meeting Date – Mugford stated that the regularly scheduled October council meeting will be moved from October 6 to October 13 to allow council members, the town manager, and the clerk attend the AIM Ideas Summit.

VISITOR COMMENTS

None.

COUNCIL COMMENTS

Council Vice-President Jim Smith stated that four homes and one villaminium have sold at Chester Heights. There will soon be another home and villaminium built. The developer predicted that one to two homes would be sold in the first year. Smith is very please with the progress.

Meeting adjourned at 7:26 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