

DECEMBER 15, 2021

TOWN COUNCIL MEETING

Those present:

Allen Miracle	Adam Penrod	Cam Kissinger	Eric Christiansen
Jim Smith	Carrie Mugford	Nate Birch	Rob Burgess
Gary Montel	Matt Mize	Mel Sautter	Sabrina Cline
Laura Rager	Jennifer Hotchkiss	Brooke Vanderpool	Brian Enyeart
Tom Dale	Dave McVicker		

Those absent: None. A quorum was attained.

The second December meeting of the North Manchester Town Council was held at the Public Safety Building, 709 W Main Street, on December 15, 2021, 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 11/22/21 special meeting and 12/01/21 regular meeting were presented for approval. Motion to approve the minutes as presented: Smith/Dale. Motion passes unanimously. Laura Rager recused herself from the 12/01/21 minute vote.

VISITOR COMMENTS

None.

UNFINISHED BUSINESS

1. Alley Vacation, GO#6, 2021 – Clerk-Treasurer Mugford read general ordinance #6 by title only. Building Commissioner Dave McVicker explained that this alley is situated between property owned by Mike Walton and Grant Miller. The neighbors want to vacate the alley and split the property ownership. There no utilities located in the alley. Motion to approve GO#6 on third reading: Rager/Montel. Motion passes unanimously.
2. 2022 Salary Ordinance, GO #7 – Clerk-Treasurer Mugford read the general ordinance #7, the 2022 ordinance of salaries and wages, by title only. Town Manager Adam Penrod requested an amendment to add \$0.60 per hour for those employees with a water or wastewater operator license or a CDL. Passing the required exam for an operator license is difficult and the town needs certified operators. Additional pay will give laborers incentive to do the work and get the necessary licenses. Motion to approve GO#7 on third reading as amended: Montel/Smith. Motion passes unanimously.

NEW BUSINESS

1. Manchester Alive 2022 Events – President Allen Miracle introduced Brooke Vanderpool, Manchester Alive President/CEO. Vanderpool distributed information to council about the new community event format for 2022. MA is implementing a second Friday format for smaller and more frequent community activities. Sabrina Cline, MA Board Chair, stated that MA has been evaluating the priorities of the organization. Festivals take a large amount of time and resources. Second Fridays on Main will provide an opportunity to coordinate with local organizations and share resources while encouraging residents to visit local businesses. The monthly events will fold in favorite components from the original summer festival; as well as, encourage eating at

local restaurants and shopping in local stores. The smaller events will utilize Walnut and Market Streets and won't require Main Street to close. The intention is to spread the focus around downtown and may eventually spread to having events on the west side of town. Second Fridays on Main has a new board of new people with new energy to lead this new adventure. Cline is hopeful that people will embrace this new format. MA is limited in its resources and feel this format will highlight the downtown. Vanderpool remarked that MA will still have the annual golf outing and gala events for members. Cline commented that Harvestfest will become part of the farmer's market. Miracle expressed his appreciation for MA and likes the idea of a second Friday format. Councilmember Jim Smith commented that this will work well with the new large pavilion being planned for South Mill Street. Vanderpool stated that she has been working with Wabash Marketplace to promote and coordinate both Wabash First Friday and Manchester Second Friday community events. Vanderpool thanked the council for their time.

2. 2021 Utility Write-Offs – Clerk-Treasurer Mugford presented the 2021 utility write-offs. Angie Casper, Utility Clerk, prepared the list of delinquent accounts along with an explanation of why each account is uncollectable. Mugford acknowledged that the list is significantly larger than most years with a total request of \$2,856.40. The utility office has worked diligently to recover these accounts but most have been sold at tax sale and are no longer recoverable. Council confirmed the meticulous effort put forth to keep write offs to a minimum. Motion to approve the 2021 utility write-off list: Rager/Dale. Motion passes unanimously.

3. 2021 Encumbrances – Clerk-Treasurer Mugford presented the 2021 encumbrances to be carried forward into the 2022 budget. The parks department is encumbering \$6,518.02 for pumps and repairs. \$635,399.73 will be encumbered to complete the 2021 Community Crossing Matching Grant projects in 2022. Motion to approve the 2021 encumbrances: Rager/Smith. Motion passes unanimously.

DEPARTMENTAL & COMMISSION REPORTS

Appointments – See Schedule

Police Dept. –

Fire Dept. –

Code Enforcement –

Plan Commission –

Board of Zoning Appeals –

Traffic Commission – Did not meet

Parks & Recreation – Report included in packet.

Town Life Center –

Tree Advisory –

Grow Wabash County –

Redevelopment Commission – Did not meet.

MEDCOR – Did not meet.

Solid Waste – Nothing to report.

Storm Water Board – Nothing to report.

Public Works –

TOWN MANAGER'S REPORT

Town Manager Adam Penrod reported that Gaunt & Son Asphalt is done for the year. No more street or sidewalk work will be done this year. Gaunt will be back in March to start up again. Penrod noted that the group working on the large pavilion will have another meeting on December 28. The Readi grant has been awarded and the northeast region received the full 50 million dollars to distribute. North Manchester submitted 3 projects for funding. One of those projects was a request for a 20% match for the pavilion. The exact distribution of the money has not been released yet.

CLERK-TREASURER'S REPORT

1. Financial Reports – Approved subject to audit.
2. Claims - The Town claim docket totaling \$306,965.14 and the Public Works docket totaling \$44,589.48 were submitted for payment. Motion to pay our obligations: Smith/Rager. Motion carried by unanimous voice vote of members present.
3. Annual Elected Official Certifications – Clerk-Treasurer Mugford asked the council to sign the annual elected official certifications. One form certifies that the elected official is not doing business with a direct relative and the other certifies that the elected official is not directly supervising a close relative. These certifications will be filed with the annual report and kept for the auditors.

VISITOR COMMENTS

None.

COUNCIL COMMENTS

Allen Miracle reminded the council that Imagine One 85 will be presenting the fiscal feasibility of the county comprehensive plan at a meeting on December 21 at 9:00 at the public safety building.

Meeting adjourned at 5:53 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