

MAY 1, 2024

TOWN COUNCIL MEETING

Those present:

Jim Smith	Carrie Mugford	Craig Walters	Eric Christiansen
Laura Rager	Matt Mize	Cam Kissinger	Maddy Shultz
Allen Miracle	Shannon Carter	Ryan Shock	Sally Krouse
Gary Montel	Dave McVicker	Chris Harrison	Ben Gleason
Chalmer Tobias	Nate Birch	Rick Sereno	Troy Dahlstrom
Adam Penrod	Brandon Whitcraft	Dave Haist	Kathy Johnson

Those absent: None. A quorum was attained.

The May meeting of the North Manchester Town Council was held at the Public Safety Building, 709 W. Main Street, North Manchester, Indiana, on May 1, 2024, 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 Jim Smith, who presided.

MINUTES

Minutes of the 04/10/24 meeting were presented for approval. Motion to approve the minutes as presented: Tobias/Rager. Motion passes unanimously.

VISITOR COMMENTS

Chris Harrison, Commonwealth Engineers, gave an update on the flow modeling being done at this time. The abundant amount of rain has been very good for the modeling, but now we need dry weather to calibrate the readings. Some of the flow meter data for the combined sewer overflows has been downloaded, as well as influent flow information. Process is going very well.

UPDATES

1. Education Visioning Group – President Jim Smith introduced Jim Haist to discuss the process already completed and the next steps of the Wabash County Education Visioning Group. Haist explained that the group included a wide range of participants from superintendents, school board members and educators to elected officials and interested county residents. The group met over 18 months with a consultant named Small Box to discuss education in Wabash County. The group worked hard to get countywide engagement from invested groups through interviews, focus groups and online surveys. Input was sought from students, educators, parents, administrators, employers, and community leaders. Information was also gathered from school districts with similar demographics for comparison. An emphasis was put on gaining an understanding of the current situation before any ideas were discussed. All this information was pulled together to determine what skills students need to have at graduation regardless of future plans. Multiple bench marks were created to determine what is going well in education in the county. Haist confirmed that the group was pleased that the input was strong, balanced, and consistent from across the county. Sally Krouse thanked the council for getting the process in motion. Based on the information gathered a “portrait of a graduate” was created which is a vision of what we want from a Wabash County high school graduate. Convocations will be hosted throughout the county in the next few weeks to explain in further depth what the portrait of a graduate looks like and the steps to implementation. Krouse acknowledged that the next step is to begin implementation of the vision by interested parties and Wabash County school superintendents and Manchester University President, Stacy Young. This plan was not created to collect dust on a shelf. Krouse

asked for help spreading the word about the upcoming informational meetings. Smith remarked that he and Adam Penrod and Tom Dale and Gary Montel have been attending the meetings. Smith confirmed the amount of work that has already been done and this is the product of that hard work. Smith is confident people who attend the meetings will see a bright future for Wabash County graduates. Town Manager Adam Penrod remarked that this vision goes beyond teachers and administrators to coaches and staff and everyone who works with students. Haist encouraged everyone to attend one of the meetings being held in the county.

UNFINISHED BUSINESS

1. Manchester Recreation Association Board Request for One-Time Alcohol Ordinance, GO #4, Second Reading – Town Manager Penrod reminded council that an MRA board member attended last meeting and described all the work being done at the MRA facility. The repairs and programs require money and additional fundraising. One of the events the MRA would like to have is a dinner on the diamond for parents. This event will include dinner and games and music. The event is planned for June 21 with a rain date of July 26. The proposed ordinance will remove the alcohol prohibition on town property just for the night of the event. Clerk-Treasurer Mugford read GO#4 by title only. Motion to approve GO#4 on second reading: Rager/Tobias. Motion passes unanimously. Council Vice President Laura Rager commented on the new paved parking lot and how nice it looks. Penrod stated that the Redevelopment Commission paid for that improvement with TIF funds.

NEW BUSINESS

1. 2024 Trash Bid Award – Town Manager Penrod reported that a committee carefully reviewed the three submitted proposals opened at the April council meeting. The price of Borden and Republic was essentially the same. However, Republic offered a better price for spring clean-up costs. The committee looked at many factors to ensure the best proposal was awarded the contract. Penrod stated that the trash and recycling fee will increase with the new contract because the cost to the town is more and the trash fund is already falling behind every month. Penrod recommends Republic Services for a four-year contract. Motion to approve Republic Services for a four-year contract: Rager/Miracle. Motion passes unanimously.

2. Annual Tax Abatement Certification – Clerk-Treasurer Mugford explained that businesses with tax abatements are required to have that abatement certified by the council every year. The council signs the CF-1 stating that the business is still in compliance with the terms of the abatement. Mugford sends a letter in spring to each entity asking them to come to the council meeting to give an update on their business. This year Intertech Products and Precision Medical Technologies sent representatives.

Rick Sereno gave the update for Intertech Products. Sereno stated that things are going very well under the ownership of Wayne Robison. They are happy to be more involved in the community. Intertech employees 80-120 employees throughout the year. A new machine will add 15-20 employees when it is fully operational. Sereno is proud to work with the school system to reintroduce manufacturing as a career path for students. Mugford thanked Sereno for the continued investment in North Manchester.

Ben Gleason gave an update for Precision Medical Technologies. Currently they have 63 employees working 3 shifts a day. Precision is focused on the future and investing in the next generation. High school seniors and college students are hired as interns with the plan to keep them full time after graduation. New equipment is expanding operations and increasing automation. A new coating machine allows for coating to be done in house instead of outsourcing. Precision is continuing to meet or exceed budget projections. Gleason reported that

Precision is looking to expand in North Manchester in the near future. Smith thanked Gleason for the update.

Mugford stated that a third abatement for consideration tonight is for personal property at Strauss Veal Feeds. Penrod confirmed that the equipment at Strauss is still in use in their processes. The MPS abatement was approved last month. Motion to confirm the tax abatement certifications presented tonight: Tobias/Rager. Motion passes unanimously.

3. NMPD Request to Purchase New Recording Equipment – Town Manager Penrod stated that the recording equipment in the interview room is outdated and not working. This equipment is necessary for police work. Penrod suggested the funding for this purchase could come from LOIT-Public Safety. Police Chief Nate Birch explained the pitfalls of the prior system and the importance of having the interview room recorded. The iRecord software is more user friendly for the officers and easier to transfer to the county prosecutor. Birch stated that this same system is used in many communities surrounding North Manchester. The price of \$15,641.00 includes installation of all equipment and training. An extended warranty is available for an annual fee. Tobias noted that the equipment will most likely incur issues in the first year if it is going to have problems. Motion to approve the purchase of iRecord hardware and software not to exceed \$15,641.00: Rager/Tobias. Motion passes unanimously.

4. Water Preliminary Engineering Report Acceptance Resolution – Town Manager Penrod stated that a public hearing was held last month to give residents a chance to speak about amendments to the water preliminary engineering report. Additions to the PER include lead service line replacements and projects to upgrade aging infrastructure. The acceptance of the amended PER is part of the process for SRF funding. Clerk-Treasurer Mugford read the SRF Loan Program PER Acceptance Resolution. Motion to approve the resolution: Montel/Miracle. Motion passes unanimously.

5. Commonwealth Engineers Utility Survey Contract – Town Manager Penrod presented a task order from Commonwealth Engineers to complete survey work in the designated areas for 2025 water main improvements. This task order is not to exceed \$50,000. Penrod explained that in order to receive SRF funding, the town has to be under contract by next June. Having the topography done will allow design work to be started earlier even if the scope of the project is amended. Apex Engineering will be the subcontractor for the work. Apex has done the Community Crossing Match Grant engineering in town for several years. Penrod remarked that this is a good move that will pay dividends in the future. Motion to approve the Commonwealth Engineers utility service contract: Montel/Tobias. Motion passes unanimously.

DEPARTMENTAL & COMMISSION REPORTS

Police Dept. – Report included in packet. Police Chief Nate Birch reported that Officer Brett Walden graduated from Indiana Law Enforcement Academy on April 19. On April 24 the department responded to a truck vs train accident. On April 29 Officers Miller, Calhoun, Wilson reported to ILEA for 16 weeks of training and will graduate in August.

Fire Dept. – Report included in packet. Fire Chief Cam Kissinger reported that the JPS radio repeater was ordered on April 11. The installation has not been scheduled yet. Kissinger ordered 4 sets of turnout gear on April 12. Every active member of the volunteer department will have new gear. On April 19, Kissinger attended fire department instructors conference in Indianapolis. On April 29, six new SCBA were delivered to the department. Once they are assembled, they will be put in service on the trucks.

Building Commissioner – Report in packet. Building Commissioner Dave McVicker reported that several permits have been written in the last month. A permit for another new house at Northridge Estates was issued. The grass is growing very well and letters are being sent to homeowners who need to mow.

Plan Commission – No meeting.

Board of Zoning Appeals – No meeting.

Traffic Commission – No meeting.

Parks & Recreation – Report in packet.

Town Life Center –

Tree Advisory – Report in packet

Grow Wabash County –

Redevelopment Commission –

MEDCOR – Did not meet.

Solid Waste – Minutes included in packet.

Storm Water Board – Town Manager Penrod stated that the Stormwater Board met to discuss neighborhood flooding problems. Stormwater considered contributing a portion of lift station repairs once bids are returned and accepted.

Public Works – Street Superintendent Craig Walters reported that all the rain has made spring clean-up that much wetter and more stinky. Walters stated that at the half way point there has been more trash than usual and will probably result in twice as many garbage truck loads. Wastewater Superintendent Shannon Carter remarked that 7 ½ inches of rain has fallen in the past few weeks and it's time to dry out.

Water Superintendent Ryan Shock reported that the department is continuing to tear up streets and going back to make repairs and restoration. The lead service line inventory is due in October, so the department is working to get that information from around town. Shock requested residents call in to the office with service line material.

TOWN MANAGER'S REPORT

Town Manager Penrod reported that the State Road 114 bridge replacement project will remove trees to allow access to the bridge. The DNR requires the same area of trees to be planted. Therefore, .2 acres of trees were planted down by the wastewater plant. The area of trees is back by the river and will not affect future expansion. The trees will be monitored for 5 years. The downtown planning grant committee will meet May 15 with MKM. The committee will discuss what types of amenities are appropriate for downtown like greenspaces and potential housing. Penrod is continually receiving new information on Readi 2.0. Northeast Indiana received 45 million dollars for projects. Alex Downard will submit projects to get them in the queue for potential funding. Eel River Commons will be submitted to use Readi funds to supplement the Lilly grant dollars.

Indiana Department of Natural Resources will be spraying for spongy moth larvae in the next week. Two areas in northern Indiana are being targeted, one around Manchester University and the other in Huntington. This will be done by aerial application. Low flying planes will disperse a bacterium that will kill the larvae when it is ingested. There should be no harmful effects to humans or animals. The DNR has much more information on their website and is posting informational flyers around town.

CLERK-TREASURER'S REPORT

1. Financial Reports – Approved subject to audit.
2. Claims - The Town claim docket totaling \$532,890.64 and the Public Works docket totaling \$219,651.85 were submitted for payment. Motion to pay our obligations: Tobias/Rager. Motion passes unanimously.

VISITOR COMMENTS

None.

COUNCIL COMMENTS

Chalmer Tobias recognized Bill Winger and his dedication to the community. Winger will be missed by many.

The next council meeting is scheduled for June 5.

Meeting adjourned at 7:53 pm.

TOWN COUNCIL, TOWN OF N. MANCHESTER

Jim Smith, President

Laura Rager, Vice-President

Allen Miracle

Gary Montel

Chalmer Tobias

ATTEST

Carrie Mugford, Clerk-Treasurer