

December 4, 2024

TOWN COUNCIL MEETING

Those present:

Jim Smith	Adam Penrod	Shannon Carter	Eric Christiansen
Laura Rager	Carrie Mugford	Dave McVicker	Alli Daniels
Allen Miracle	Matt Mize	Cam Kissinger	Cody Egner
Gary Montel	Nate Birch	Jennifer Hotchkiss	Boy Scout Troop 465
Chalmer Tobias			

Those absent: None. A quorum was attained.

The December meeting of the North Manchester Town Council was held at the Public Safety Building, 709 W. Main Street, North Manchester, Indiana, on December 4, 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.

President Jim Smith stated that new business item #1 on the agenda will not be discussed because the presenter is not able to be at the meeting tonight. This item will be on the December 18 regular meeting agenda. Motion to approve the agenda as amended: Tobias/Rager. Motion passes unanimously.

MINUTES

Minutes of the 11/06/24 and 11/20/24 meetings were presented for approval. Motion to approve the minutes as presented: Rager/Montel. Motion passes unanimously.

VISITOR COMMENTS

The members of Boy Scout Troop 465 stepped to the podium and introduced themselves and gave their favorite part of scouting. The scouts are working on a requirement for community involvement. President Smith invited the scouts back anytime.

UNFINISHED BUSINESS

1. Center for History, Request for Funding – Town Manager Adam Penrod reminded council that Tom Brown presented the annual request for funding at the November meeting. This contribution funds operations and programming. Councilmember Chalmer Tobias commented on what a fantastic asset the Center for History is for the community and encouraged everyone to visit. Smith echoed Tobias' comments and expressed his appreciation for the staff. Motion to approve the request for \$10,000 for 2025: Montel/Miracle. Motion passes 4-0. Rager abstains.

2. 2025 Salary Ordinance, GO#12 – Clerk-Treasurer Mugford read general ordinance #12, the 2025 salary ordinance, by title only. Motion to approve GO #12 on second reading: Tobias/Rager. Motion passes unanimously.

NEW BUSINESS

1. Pickleball Court Request for Funds – Item moved to December 18 meeting.

2. ARPA Resolution for Obligated Funds, Resolution #15 – Clerk-Treasurer Carrie Mugford explained that this resolution is to solidify that the ARPA funds distributed to the town have been obligated before 12/31/24 as required by law. ARPA funds were distributed during COVID to spur economic activity. The money must be obligated by the end of 2024 and spent by the end of 2026. As of this meeting the town is obligating the remaining \$814,137.37 of the original \$1,302,426.06 (plus \$2,644.20 interest). This resolution will be presented to the auditor at the appropriate time. Mugford read resolution #15 verbatim. Motion to approve resolution #15 as presented: Rager/Miracle. Motion passes unanimously.

3. APEX Community Crossing Match Grant Design/Bid Contract Consideration – Town Manager Penrod reported that in November the town was awarded \$326,032.05 of Community Crossing Match Grant funds. The town has contracted with Apex Engineering for several years and finds that Apex does a good job with the Community Crossing Match Grant projects. The current contract is not to exceed \$25,510 for design and survey and bidding. The construction administration contract will come later in the process. Bids will be solicited and opened in January. Contracts must be approved by the first of March. Motion to approve the Apex design/bid contract: Rager/Tobias. Motion passes unanimously.

DEPARTMENTAL & COMMISSION REPORTS

Police Dept. – Report included in packet. Police Chief Nate Birch reported that Sargent Parker Stouffer has resigned from the department. Officer Sam Allen will be returning from academy on December 13 and starting FTO training. In November officers participated in a Safe Holiday Driving Blitz concentrating on DUI enforcement.

Fire Dept. – Report included in packet. Fire Chief Cam Kissinger reported that the department is working on the application for another Assistance to Fire Fighters grant that is due December 20. The department recently held interviews and chose Cody Meeks to be the next full time fire truck driver. Meeks has been with the department for 13 years and will begin fulltime on December 31.

Building Commissioner – Report in packet.

Plan Commission – Did not meet.

Board of Zoning Appeals – Did not meet.

Traffic Commission – Did not meet.

Parks & Recreation – Report in packet. Park Director Jennifer Hotchkiss reported that the facility is busy with swim season. There will be a lifeguard class held in January for interested individuals over 15 years old. Hotchkiss noted that Xavier Harting presented his plans to the park board to purchase and build equipment for the dog park. Harting did a great job speaking to the board about his Eagle Scout project.

Town Life Center –

Tree Advisory – Report in packet.

Grow Wabash County – Penrod noted that the State of the Community breakfast will be in February.

Redevelopment Commission –

MEDCOR – Did not meet.

Solid Waste – Nothing to add.

Storm Water Board – Did not meet.

Public Works – Reports in packet.

Town Manager Penrod reported that a water main break occurred at the University. The break was in the central mall area. Austin Crocket did a great job getting the leak shut down and University staff helped with the repairs. Thanks to everyone who assisted the situation.

TOWN MANAGER'S REPORT

Town Manager Penrod reported that activity has picked up around the SR 114 bridge. NIPSCO has placed a new line under the river and connected near CVS. The trees along the south side of the right-of-way are being removed. Next, Duke and communication providers will be moving their services. After that the utility lines will be relocated. Penrod anticipates that happening in March. Bridge reconstruction is scheduled to start in June, 2025. There has been a lot of planning the past few years and we are on the cusp of construction. Penrod reported that ¼ acre of trees has been planted at the sewage plant because every tree removed for the bridge project must be replaced.

Penrod reported that the South Market Street project plans for water line relocation are due next Friday. Working on final details.

A company has been in town doing coring samples in areas where water main will be replaced.

On Friday, the county Stellar Pathways group will be in Indy to present the final presentation at 12:30. Each presentation will be followed by a Q&A. If Wabash County is awarded, it will bring 7-8 million for improvement projects around the county.

CLERK-TREASURER'S REPORT

1. Financial Reports – Approved subject to audit.

2. Claims - The Town claim docket totaling \$628,881.85 and the Public Works docket totaling \$252,822.82 were submitted for payment. Motion to pay our obligations: Tobias/Miracle. Motion passes unanimously.

3. Annual Council Attestation Forms – Mugford thanked the council for signing annual statements that they are not in violation of hiring and contracting nepotism laws.

VISITOR COMMENTS

Alli Daniels introduced herself as the new executive director of Daniel's Place.

COUNCIL COMMENTS

Allen Miracle reminded everyone that 3 local children will be in the Wagon Wheel production of Miracle on 34th Street and encouraged them to attend.

The next council meeting is scheduled for December 18 at 5:30.

Meeting adjourned at 7:33 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