

DECEMBER 7, 2022

TOWN COUNCIL MEETING

Those present:

Jim Smith	Adam Penrod	Cam Kissinger	Maddie Schultz
Laura Rager	Carrie Mugford	Dave McVicker	Eric Lambert
Gary Montel	Matt Mize	Jennifer Hotchkiss	Charlie Young
Allen Miracle	Jim Kirk	Shannon Carter	Gloria Carter
Tom Dale	Craig Walters	Jeff Hersha	Rod Carter

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 7, 2022, 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 11/09/22 and 11/21/22 meetings were presented for approval. Motion to approve the minutes as presented: Rager/Miracle. Motion passes unanimously.

VISITOR COMMENTS

None.

UPDATES/PUBLIC HEARINGS

1. Water Preliminary Engineering Report Overview, Jeff Hersha, Jones & Henry Engineers – Jeff Hersha, Jones & Henry Engineers, gave a synopsis of the water system preliminary engineering report. One of the reasons to complete a PER is that it is required to get State Revolving Loan Fund (SRF) low interest loans. The PER was advertised and made available for public review at Town Hall on November 28. Hersha reported that the water utility is in good shape overall. There are 5 wells that provide ample raw water supply. The water plant and system infrastructure are in good condition. The media in the filters and softeners needs to be replaced. The water towers are in good condition and are under a maintenance contract with professionals who provide repair and upkeep. There are three groups of necessary improvements involving the aging pipes in the ground, some of which are over 100 years old. The first is the area of significant infrastructure improvements in 1965 but those pipes are now over their 50 year life expectancy. The next area of concern is the water mains under State Road 114. The third concern is fire flows and system distribution pressure. The PER demonstrates that the town has reviewed the condition of the utility and estimated costs and made decisions based on the information. Hersha explained that federal and state requirements also include a distribution level service inventory. This is the lead and copper replacement requirements.

2. Water PER Public Hearing – Hersha opened the public hearing for comments. Hearing no comments, Jim Smith closed the public hearing.

3. Wastewater PER Overview, Jeff Hersha, Jones & Henry Engineers – Town Manager Adam Penrod explained that the wastewater plant and distribution system is older than the water plant. Jeff Hersha explained that the wastewater PER is driven by the combined sewer overflow long term control plan entered into in 2002. When originally constructed, sewer systems were designed to handle stormwater and raw sewage. In times of significant rain events this can overwhelm the system and leads to combined sewer overflows. The town has completed 8 out of

10 significant projects to eliminate overflows. Project #9 is an overhaul of the Sycamore lift station and project #10 is significant upgrades at the plant. The wastewater plant was built in 1966 and is past its expected life. There is no need to construct a new wastewater plant. Several structures can be reused or repurposed. Improvements need to be made for wet weather flows, treatment issues, and upcoming regulatory amendments. Three alternatives were considered in the PER: installing an EQ basin, expanding the current treatment system with additional clarifiers, and building an oxidation ditch. Improvements like this are only done about every 50 years, so additional capacity at the plant has to be considered. Other improvements being contemplated are at the digester building.

4. Wastewater PER Public Hearing – President Smith opened the public hearing for the wastewater PER. Craig Walters, 106 S Sycamore Street, confirmed the need for the wastewater improvements. Walters sees stormwater backing up on Sycamore Street more frequently with smaller rain events. Councilmember Gary Montel asked if there are other ways to deal with stormwater. Hersha confirmed that there are other techniques to deal with stormwater but it is an issue of what is feasible and cost effective. Most communities choose to take stormwater to the wastewater plant to eliminate overflow events. Penrod mentioned that in 2008 the town explored total stormwater separation but the cost was estimated at 18-20 million dollars. The decision was made to do a more cost-efficient approach. Hearing no other comments, Smith closed the public hearing.

UNFINISHED BUSINESS

1. 2023 Salary Ordinance, GO#6 – Second Reading – Clerk-Treasurer Carrie Mugford read general ordinance #6 by title only. Motion to approve GO#6 on second reading: Rager/Montel. Motion passes unanimously.

2. Opioid Settlement Funds, GO#7 – Second Reading – Clerk-Treasurer Mugford read general ordinance #7 by title only. Motion to approve GO#7 on second reading: Rager/Montel. Motion passes unanimously. Smith asked for council consensus to move to third reading at this time. Motion to suspend the rules and move to third reading: Rager/Miracle. Motion passes unanimously. Mugford read GO#7 by title only. Motion to approve GO#7 on third reading: Rager/Miracle. Motion passes unanimously. Motion to reinstate the rules: Rager/Dale. Motion passes unanimously. Mugford thanked the council for finishing the ordinance to create the new funds.

NEW BUSINESS

1. Water PER Consideration, Resolution #8 – President Smith stated that the council has heard the report from Jeff Hersha and the community has had opportunity to review and comment on the report. Mugford read resolution #8, water PER acceptance, verbatim. Motion to approve resolution #8: Rager/Dale. Motion passes unanimously.

2. Wastewater PER Consideration, Resolution #9 – Mugford read resolution #9, wastewater PER acceptance, verbatim. Motion to approve resolution #9: Rager/Dale. Motion passes unanimously.

3. Alley One-Way Consideration, GO#8, First Reading – Town Manager Penrod explained that a request was received by the Traffic Commission from Rod and Gloria Carter and Charlie Young to close the north half of the alley between 409 and 501 W Second Street. Traffic Commission decided a better solution would be to allow one way traffic from the north. This recommendation was sent to Plan Commission for consideration and approval. The recommendation now comes before council in the form of general ordinance #8. Montel asked if all adjoining property owners have to be notified. Penrod clarified that all adjoining property owners were notified before the

traffic commission meeting and again before the plan commission meeting. Mugford read GO#8 verbatim. Motion to approve GO#8 on first reading: Rager/Dale. Motion passes unanimously.

4. 2023 Boards & Commissions Proposed Appointments – President Smith explained that every year members of boards and commissions complete their terms. Those members are either reappointed or replaced. Council received the list of appointments in their council packet. Motion to approve the list of boards and commissions appointments for 2023: Rager/Miracle. Motion passes unanimously.

DEPARTMENTAL & COMMISSION REPORTS

Police Dept. – Report Included. Police Chief Jim Kirk reported that Evan Kirkover was added as a new reserve officer and is going through the necessary training. Kirk commented that several officers are participating in the Shop with a Cop program. Approximately 200 children will receive \$100 to shop at Walmart. This program has been serving the county for 20 years.

Fire Dept. – Report Included. Fire Chief Cam Kissinger reported that the 800 mobile radios are finally being installed in the fire trucks. Kissinger is still waiting on notification from the two grants that were applied for. The volunteer fireman voted to keep the department officers the same as last year.

Building Commissioner – Report Included. Building Commissioner Dave McVicker reported that the owners of the Hillsamer Drive property sent a letter disputing the determination of the Board of Public Safety.

Plan Commission – No meeting in November

Board of Zoning Appeals – No meeting in November.

Traffic Commission – Did not meet.

Parks & Recreation – Reports included in packet. Park Director Jennifer Hotchkiss reported that three new lifeguards recently passed the lifeguarding class. The aquatics coordinator will be taking a class to become certified to teach the lifeguarding class. This will save the parks department the cost of hiring an instructor. The Christmas Day Camp will be open to children in grades K-5 throughout the Christmas break.

Town Life Center –

Tree Advisory – Report included.

Grow Wabash County – Town Manager Penrod reported that several town officials attended the legislative update in Wabash with Senator Zay and Representative Sweet. It was a very good discussion with 25-30 in attendance.

Redevelopment Commission – Did not meet.

MEDCOR – Did not meet.

Solid Waste – Nothing to report.

Storm Water Board – Shannon Carter reported that Knecht Development replaced two catch basins that were broken down.

Public Works – Reports Included. Craig Walters, Street Superintendent, reported that leaf pick-up is complete. In total 192 loads of leaves were hauled out of town. Now getting the trucks prepared for snow removal.

Shannon Carter, Wastewater Superintendent, reported that over 600,000 gallons of biosolids were hauled out of the lagoons and land applied at the industrial park. In January council approved a new 2500 HD truck. That truck is still on constraints and not being built. Carter is going to start investigating alternatives so they can actually get a new truck.

TOWN MANAGER'S REPORT

Town Manager Adam Penrod reported that the latest round of Community Crossing Match Grant was awarded and the town will be receiving \$445,000. This application is a resubmission from earlier in the year when only the crack sealing was awarded. Sections of West Fifth Street, West Seventh Street, Miami Street, Merkle Street, Washington Street, Beckley Street, Yaney Drive, and Second Street will be paved. Apex has been working on design and will have bids ready for February or March.

South Mill pavilion is under construction. Footers have been poured and steel is set to arrive on Friday. It's becoming easier to see just how big the pavilion will be when finished. If the weather continues to cooperate, the pavilion should be done by the end of January. Fundraising is about 90% complete.

Grant Street water project is almost finished. The pressure test did not pass. The contractor will be digging up some connections and looking for issues.

Penrod reported that Republic Services is requesting additional funds under the fuel escalator clause of the trash contract. Penrod has been negotiating an appropriate amount and will review the average fuel cost every six months. Republic is requesting around \$10,000 for the prior six months.

Penrod has received both utility agreements from INDOT for the bridge reconstruction project. The State Road 114 bridge is a full reconstruction in the first quarter of 2025. The water main will be moved off the bridge and the wastewater main will be moved out of the way. This project is fully funding by INDOT and will pay for all expenses associated with the project. Jones & Henry Engineers are doing the design work to move the utility mains.

The county will be replacing the South Market Street bridge in the first quarter of 2025. Penrod will be communicating with the county engineers to determine what impact this work will have on our utility mains near South Market.

Councilmember Allen Miracle inquired whether rentals and low-income housing was discussed at the Imagine One 85 housing task force meeting. Penrod responded that housing of all types was considered. Penrod noted that lack of rentals has driven up prices.

CLERK-TREASURER'S REPORT

1. Financial Reports – Approved subject to audit.
2. Claims - The Town claim docket totaling \$884,510.65 and the Public Works docket totaling \$221,522.99 were submitted for payment. Motion to pay our obligations: Rager/Miracle. Motion passes unanimously.

VISITOR COMMENTS

None.

COUNCIL COMMENTS

Jim Smith reminded everyone that the final council meeting of 2022 will be December 21 at 5:30 at the Public Safety Building.

Meeting adjourned at 7:45 pm.

TOWN COUNCIL, TOWN OF N. MANCHESTER

Jim Smith, President

Allen Miracle

Laura Rager, Vice-President

Gary Montel

ATTEST

Tom Dale

Carrie Mugford, Clerk-Treasurer