

JANUARY 4, 2023

TOWN COUNCIL MEETING

Those present:

Jim Smith	Adam Penrod	Dave McVicker	Eric Christiansen
Laura Rager	Carrie Mugford	Ryan Shock	Maddie Schultz
Tom Dale	Matt Mize	Dave McManus	William Carroll
Allen Miracle	Jim Kirk	Chris Harrison	Eric Lambert
Gary Montel	Cam Kissinger	Kody Cook	Brandon Whitcraft
		Rod Carter	Bob Sklar

Those absent: None. A quorum was attained.

The January meeting of the North Manchester Town Council was held at the Public Safety Building, 709 W. Main Street, North Manchester, Indiana, on January 4, 2023, 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 councilmember Jim Smith.

ELECTION OF OFFICERS

Clerk-Treasurer Carrie Mugford opened the floor for officer nominations. Motion to approve Jim Smith as council president for 2023: Rager/Montel. Motion passes with 5 votes in favor and 0 votes against. Motion to approve Laura Rager as the council vice-president for 2023: Dale/Montel. Motion passes with 5 votes in favor and 0 votes against. Mugford announced that officers will be retained from the previous year.

MINUTES

None

VISITOR COMMENTS

Chris Harrison, Business Development Manager for Commonwealth Engineers, introduced himself as the community liaison for North Manchester. Commonwealth Engineers have been contracted to complete the asset management plan for the water and wastewater utilities. Harrison acknowledged that he worked for the town wastewater department for over 20 years before getting a job in the water industry. Harrison is also an OCRA certified grant administrator and will help the community find possible funding sources. Harrison thanked the council for the opportunity to work with the town on the asset management plan.

Bob Sklar, 116 W Main Street, addressed his concerns about the lack of parking enforcement specifically on Main Street. Cars parked on Main Street block plows from properly removing snow during weather events. Sklar referenced town ordinance concerning police department enforcement of applicable parking restrictions.

UPDATES

None

UNFINISHED BUSINESS

1. Alley One-Way Consideration, GO#8 – Town Manager Adam Penrod stated that an alley closure request was made by Rod and Gloria Carter (501 W Second Street) and Charlie Young (409 W Second Street). The alley runs north-south between Main and Second Streets. Traffic Commission recommended making the alley one way with access from Second Street, instead of closing it completely. Plan Commission approved the Traffic Commission recommendation. If approved on third reading, a sign will be placed at the intersection of alleys between Main/Second and Maple/Buffalo stating One Way/Do Not Enter when traveling north. Clerk-Treasurer Mugford read general ordinance #8 by title only. Motion to approve GO#8 on third reading: Montel/Rager. Motion passes unanimously.

2. Republic Services Fuel Adjustment Request – Town Manager Penrod stated that Craig Lutz was present at the second December council meeting to present the Republic Services proposed fuel adjustment request. This request was prompted by the ongoing increased cost of diesel fuel. Penrod has been working with Republic to negotiate an appropriate amount within the fuel escalation clause of the current contract. The agreed upon amount is \$11,871.13. This will be reviewed every six months as fuel prices fluctuate and may be a one-time request. Penrod requested the money be taken from the Riverboat Fund instead of the Sanitation Fund. Sanitation only has a one-month cash balance and it would not be sensible to take additional monies from that fund. Motion to approve the Republic Services fuel adjustment request: Dale/Rager. Motion passes unanimously.

NEW BUSINESS

1. Bridge Reconstruction Agreements – Jones & Henry Engineers – Town Manager Penrod stated that two agreements were included in the council packet. One contract is for water main relocation and the other is for wastewater main relocation. INDOT plans to reconstruct the bridge on Main Street in the first quarter of 2025. There is a wastewater main located near the bridge that has to be relocated and a water main hanging on the bridge that will also have to be rerouted. The town will be reimbursed for all costs, but it is the responsibility of the town to contract with an engineer and have all the engineering done. Wastewater relocation contract is \$47,056.00 for engineer, design, bid documents and inspection. Water relocation contract is \$94,532.00 for the same services. Motion to approve the utility relocation engineering contracts: Rager/Miracle. Motion passes unanimously.

DEPARTMENTAL & COMMISSION REPORTS

Police Dept. – Police Chief Jim Kirk reported that several officers participated in Shop with a Cop again this year.

Fire Dept. – Fire Chief Cam Kissinger reported that the grant from Firehouse Subs should be awarded in the next week. No word yet from the Gary Sinise Foundation. Kissinger reported that new mobile radios were installed in the firetrucks on December 5 by J&K Communications and are working just fine. Police Chief Kirk reported that the police department received new trial 800 MHz cellular radios to test and look for dead spots. The new units work on 800 MHz, cell towers, and wi-fi. If the new radios work well in town, the department will not need to install a new radio tower. Each unit is around \$8,000 but buying 12 new radios is significantly cheaper than installing a tower. Kissinger stated that the fire department will be testing Motorola cellular radios that meet NFPA standards. If the Motorola work, the county fire chiefs will apply for a grant to

have all county departments outfitted with the same radios. Kissinger stated that the ariel firetruck was used by Wabash City on December 18 at house fire. On December 26 a sprinkler line broke at Peabody Retirement home and the department took turns monitoring the facility for fire. Kissinger stated that Serin Strasser will be hired as an additional relief driver. Kissinger reported that this was another record breaking year for the department with well over 700 runs in the year. Councilmember Laura Rager asked if anyone took advantage of the warming station when the temperatures were dangerously low. Kissinger stated that one person stayed in the building for two nights out of fear that the furnace would quit. Councilmember Allen Miracle thanked the fire department for their quick response when needed at his house over the holidays.

Building Commissioner – Building Commissioner Dave McVicker noted that tomorrow is his 2 year anniversary with the town.

Plan Commission – No meeting.

Board of Zoning Appeals – No meeting.

Traffic Commission –

Parks & Recreation –

Town Life Center –

Tree Advisory –

Grow Wabash County –

Redevelopment Commission –

MEDCOR –

Solid Waste – Councilmember Tom Dale reported that tipping fees were down significantly this past year. The reduced revenue caused Solid Waste to use cash on hand to continue services.

Storm Water Board –

Public Works – Water Superintendent Ryan Shock reported that there have been two significant water main breaks in the last week. After Thanksgiving the water plant started pumping 100,000 to 150,000 extra gallons per day. They have been searching for the leak and will begin town-wide leak detection. At this point, the leak will probably not come to the surface. Water meters will be read this week and will give a better indication of how much additional water is being pumped vs metered. Any leak in or near the river could be next to impossible to find. Smith acknowledged the hard work done over the especially bitter cold Christmas holiday and stated his appreciation for the effort to keep services running.

TOWN MANAGER'S REPORT

Town Manager Adam Penrod echoed Smith's comments and thanked the water and street departments for their work done around town through the cold and holidays. John Kling sent a note to Penrod expressing his appreciation of the water guys when a leak happened near Kling's house.

The South Mill Street Pavilion has lots of work done. Unfortunately the crews are battling weather and mud. A tent was put up over the restroom building so that work can continue. The plan is to pour concrete soon. Still hoping to be done in late January or early February. The Grant Street water project has had many challenges. The water main pressure test has failed twice but passed just this week. Now the service lines can be hooked up. The plan is to pave Grant Street in the spring. Penrod, Mugford, and Mize are meeting tomorrow morning to discuss revision of the residential housing ordinance. The focus is to improve neighborhoods and take care of dangerous trees.

CLERK-TREASURER'S REPORT

1. Financial Reports – Approved subject to audit.
2. Claims - The Town claim docket totaling \$409,980.76 and the Public Works docket totaling \$200,645.89 were submitted for payment. Motion to pay our obligations: Rager/Dale. Motion passes unanimously.

VISITOR COMMENTS

None.

COUNCIL COMMENTS

None.

Meeting adjourned at 7:27 pm.

TOWN COUNCIL, TOWN OF N. MANCHESTER

Jim Smith, President

Allen Miracle

Laura Rager, Vice-President

Gary Montel

Tom Dale

ATTEST

Carrie Mugford, Clerk-Treasurer