

JULY 5, 2023

TOWN COUNCIL MEETING

Those present:

Jim Smith	Carrie Mugford	Ryan Shock	Eric Christiansen
Laura Rager	Matt Mize	Alex Downard	Maddie Schultz
Allen Miracle	Craig Walters	Keith Gillenwater	David McManus
Gary Montel	Dave McVicker	Chris Harrison	Kody Cook
Adam Penrod	Cam Kissinger		

Those absent: Tom Dale. A quorum was attained.

The July meeting of the North Manchester Town Council was held at the Public Safety Building, 709 W. Main Street, North Manchester, Indiana, on July 5, 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 Council President, Jim Smith, who presided.

**MINUTES**

Minutes of the 06/14/23 meeting were presented for approval. Motion to approve the minutes as presented: Miracle/Montel. Motion passes unanimously.

**VISITOR COMMENTS**

None.

**UPDATES**

Keith Gillenwater, Grow Wabash County President and CEO, gave a summer update on the activities of GRW. Overall, it has been a good year so far even though they are dealing with some staffing changes. The high school collaborative is going well. A new county-wide high school club has been created called Square One Developers under the direction of MJSHS teacher, Shelly Leifer. GWC is looking to reimagine the adult entrepreneurship classes and is working with several local entities to bring that to fruition. Investors have been given several opportunities to interact with state and federal legislators hosted by GWC. There are 13 new investors in GWC and 7 business opening up with ribbon cuttings this year. The "Make My Move" initiative has had one move complete and several others in the works. Imagine One 85 is actively working on housing initiatives throughout the county. Gillenwater is working with Wabash County Community Foundation and Manchester University to secure a Lilly endowment planning grant. In addition, positioning Wabash County projects to get funding from Readi 2.0. Gillenwater is working with several international business attraction projects for Manchester and Wabash County. President Jim Smith thanked Gillenwater for the update.

**UNFINISHED BUSINESS**

1. Special Event Request, Manchester Alive, GO#6 – Second Reading – Clerk-Treasurer Mugford read GO#6 by title only. Town Manager Adam Penrod gave a brief explanation of the new grilling competition event hosted by Manchester Alive in October at Ogan's Landing. Manchester Alive is asking permission to serve alcohol on town property for a few hours in coordination with the event. Motion to approve GO#6 on second reading: Rager/Miracle. Motion passes unanimously by members present.

2. Special Event Request, Historical Society, GO#7 – Second Reading – Clerk-Treasurer Mugford read GO#7 by title only. Penrod gave a brief explanation of the second annual member and guest event scheduled for October. Alcohol will be available to attendees of the event in the alley adjacent to the Center for History. Motion to approve GO#7 on second reading: Miracle/Montel. Motion 3-0. Dale absent. Rager abstains.

### **NEW BUSINESS**

1. Water Softening Salt Bid Opening – Town Manager Penrod stated that the water department has been softening town water since 1966 when the water plant was built. This is a benefit to the residents because they don't have to rent or buy water softeners for their homes. The town solicits bids annually for water softening salt from salt providers. Three bids were received on time at town hall. Penrod stated that these bids are for 500 tons of water softening salt only. The water department contracts with a separate trucking company to haul the salt. The bids were received as follows:

Cargill: \$96.74 per ton. Bid received complete.

Compass: \$113.62 per ton. Bid received complete.

Morton: No bid

Penrod noted that the current contract is with Cargill at \$91.74 per ton. These bids are taken under advisement and will be considered for approval at the July 19 council meeting. Smith asked Water Superintendent Ryan Shock if the separate trucking was still working well for the department. Shock stated that the trucking company is located in Cincinnati near the Cargill facility and the arrangement is fantastic.

2. Request to Purchase Trailer Vactor by Water Department – Town Manager Penrod explained that excavating water services has changed over the years with the introduction of fiber lines and other utilities buried in the right of way. Hydro excavating has become necessary to ensure the safety of other utilities and reduce the amount of restoration needed. Superintendent Shock and Josh Kiger found a vactor machine with only 13 hours on it being sold at a significantly reduced cost. Shock explained that the current vactor machine was purchased in 2014 and had been a demo model. This has been a great machine but is showing its age and has been repaired several times. The new machine is 2022 Ditch Witch with a boom and larger tank capacity and diesel engine. The company that originally purchased the Ditch Witch had a specific contract for the machine but the contract was voided and the company no longer needs the equipment. Shock solicited quotes for a similar machine, which were provided to council, and those quotes all came back at over \$140,000. The asking price for this vactor is \$99,500, so it is a significant savings to the department. Shock feels there is still value in the old machine which will be sold at the appropriate time and will offset the cost of the purchase. Penrod noted that Shock contacted the original salesman who sold the vactor to get the backstory and everything was confirmed. Penrod recommends purchase of the 2022 Ditch Witch. Clerk-Treasurer Carrie Mugford acknowledged that the water department has been making monthly transfers from operating into improvement as a way of saving money in anticipation of this purchase. Motion to approve the purchase of the 2022 Ditch Witch by the water department at a price of \$99,500: Rager/Miracle. Motion passes unanimously.

### **DEPARTMENTAL & COMMISSION REPORTS**

Police Dept. – Report included in packet. Officer McManus reported that the department is still focused on being proactive and making good traffic stops. Operation Pull Over will begin soon. Officer Cook reported that he and K9 Sarge graduated K9 Academy and are out on the road.

Fire Dept. – Report included in packet. President Smith thanked the department for the fireworks show on July 4. Fire Chief Cam Kissinger reported that the department is still waiting on SCBA equipment to arrive.

Building Commissioner – Report in packet.

Plan Commission – Building Commissioner Dave McVicker reported that there was a plan commission meeting in June to consider two amendments to the plat at Northridge Estates. Those amendments were approved. The following day a permit for the first new house was applied for.

Board of Zoning Appeals –

Traffic Commission –

Parks & Recreation – Report in packet.

Town Life Center –

Tree Advisory – Report in packet

Grow Wabash County –

Redevelopment Commission – Nothing to report.

MEDCOR –

Solid Waste –

Storm Water Board –

Public Works – Street Superintendent Craig Walters remarked that the department is still working on putting stone down and grading alleys. They have also cut down trees and the wood pile is growing for anyone who wants it.

## **TOWN MANAGER'S REPORT**

Town Manager Penrod reported that the second 2023 Community Crossing Match Grant application period opened July 3. Penrod will submit a new application with recommendations from Superintendent Walters and Apex Engineering.

The South Mill Street pavilion hosted its first farmers market this past Saturday. There was also a concert event hosted by Liberty Mills church. Penrod remarked that it was quite the sight to see the vision come to reality with people enjoying the space and food trucks on a nice evening. Penrod is still working with contractors to get quotes to install electrical in the ceiling for lights and outlets. Park Director Jennifer Hotchkiss has ordered picnic tables for the pavilion.

The Plan Commission approved the revised plat for Northridge Estates.

Penrod is working with Alex Downard to secure a \$40,000 planning grant as a first step towards a downtown revitalization grant. This will be CDBG funds provided by OCRA. This will coincide with the Lilly planning grant.

Chris Harrison, Business Development for Commonwealth Engineering, gave an update on USDA funding for wastewater projects. Commonwealth has been working to complete a preliminary engineering review (PER) for the final phases of the long term control plan (LTCP). A

revised LTCP compliance schedule has been accepted by IDEM which gives a little more time to determine the exact needs of the wastewater utility. Commonwealth will complete flow modeling of the wastewater system to validate the need for and scope of the projects. A public hearing for the PER will be September 6 at the regular council meeting. The USDA application will be submitted on or before September 30. Penrod expressed his appreciation for the work Commonwealth is doing.

Penrod reported that the Junior Achievement 5K is scheduled for July 29. This is a repeat event and they have submitted the proper insurance paperwork.

**CLERK-TREASURER'S REPORT**

1. Financial Reports – Approved subject to audit.
2. Claims - The Town claim docket totaling \$616,046.66 and the Public Works docket totaling \$202,529.08 were submitted for payment. Motion to pay our obligations: Montel/Rager. Motion passes unanimously.

**VISITOR COMMENTS**

None.

**COUNCIL COMMENTS**

None.

Meeting adjourned at 7:45 pm.

TOWN COUNCIL, TOWN OF N. MANCHESTER

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Jim Smith, President

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Laura Rager, Vice-President

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Tom Dale

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Allen Miracle

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Gary Montel

ATTEST

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Carrie Mugford, Clerk-Treasurer