

Town of Manchester  
December 12, 2017

The Mayor and Council of the Town of Manchester met on the above date. Those present were Mayor Warner, Melinda Smith, Jenn Miller, Vince Pacelli, Dale Wilder, Steve Miller, Chief Hess, Kelly Baldwin and Olivia Garey.

The Pledge of Allegiance was recited.

Ms. Smith made a motion to approve the October 10, 2017 minutes as printed. Ms. Miller seconded the motion. The motion passed unanimously.

Mr. Wilder made a motion to approve the November 14, 2017 minutes as printed. Ms. Smith seconded the motion. The motion passed unanimously.

Mr. Pacelli made a motion to receive the September 2017 Treasurer's Report as submitted. Mr. Wilder seconded the motion. The motion passed unanimously.

Ms. Miller made a motion to receive the October 2017 Treasurer's Report as submitted. Ms. Smith seconded the motion. The motion passed unanimously.

Mr. Wilder made a motion to receive the November 2017 Check Register as submitted. Mr. Pacelli seconded the motion. The motion passed unanimously.

Mayor Warner expressed condolences to the family of Marcia Bogash. Citizens were informed that the leaf pickup will continue through Monday, December 18<sup>th</sup>. Offices will be closed on December 25<sup>th</sup>, 26<sup>th</sup> and January 1<sup>st</sup>. Tree pickup will be Wednesday, January 10<sup>th</sup> and January 18<sup>th</sup>.

Mr. Bill Early, a representative from the independent auditor's firm, CliftonLarsenAllen, presented an overview of the FY17 Audited Financial Statements. A "clean" opinion was issued. Mr. Early stated that there are two control weaknesses that are documented every year which are that CLA prepares the financial statements and there is a lack of segregation of duties.

Mr. Miller gave the monthly Town Administration and Public Works report. Representatives from Sheetz met with staff and will attend the P&Z meeting on December 17<sup>th</sup> to give an overview of the renovation project. Staff is reviewing the substance abuse policy. Mr. Miller congratulates Caleb Matthews on passing his waste water operator exam. Mayor Warner mentioned that medical marijuana dispensaries may need to have a zoning overlay.

Chief Hess gave the monthly police report. There were 132 calls for service in November with 6 people criminally charged. Traffic enforcement continues on Overlook Court, Locust Street, Church Street and Main Streets.

Ruth Doxzen, of Castlefield, thanked the Mayor and Council for the light in the parking lot along Christmas Tree Lane.

Council members gave committee reports.

Ms. Miller made a motion to adjourn. Ms. Smith seconded the motion. The motion passed unanimously. The meeting adjourned at 8:05pm.

Respectfully submitted, Kelly J. Baldwin