

Town of Manchester  
January 11, 2022

The Mayor and Council of the Town of Manchester met in person on the above date. Those present were Mayor Ryan Warner, Chris Cuneo, Jenn Miller, Vince Pacelli, Debra Howe, David Richardson, Steve Miller, Chief Hess, Kelly Baldwin and Rodney Kuhns. This was a virtual meeting on Zoom.

The Pledge of Allegiance was recited.

Mr. Richardson made a motion to receive the October 2021 Treasurer's Report. Mr. Cuneo seconded the motion. The motion passed unanimously. Ms. Miller made a motion to receive the November 2021 Treasurer's Report. Mr. Pacelli seconded the motion. The motion passed unanimously. Mr. Richardson made a motion to receive the December 2021 check register. Ms. Howe seconded the motion. The motion passed unanimously.

Mayor Warner gave his monthly Mayor's Report. The last day that Hughes Trash will pick up Christmas trees on January 12<sup>th</sup>. Water bills have been mailed and are due on January 30<sup>th</sup>.

Shane Thomas was sworn in as a member of the Board of Zoning Appeals Commission.

Mr. Miller gave his Town Administrator's report. He thanked the DPW workers for their efforts removing the snow. A draft Joint Use Agreement between the Town and the NCRC has been forwarded for comments. Code enforcement continues.

Mr. Kuhns read the DPW report. The Preliminary Engineers Report (PER) was submitted and is under review by staff. Mr. Miller would like the engineers, CDM Smith, to present their findings. The generator at Manchester Farms experienced a catastrophic failure and staff is looking into solutions and possible insurance coverage. Mr. Kuhns expressed his thanks to the Town of Hampstead for their donation of a valve closing machine.

Mr. Richardson made a motion to approve the sale of both the 2009 Ford pick up truck in the amount of \$15,010 and the 2010 Ford pickup truck in the amount of \$17,030 to SLC. Ms. Miller seconded the motion. The motion passed unanimously.

Chief Hess read the monthly Police report. There were 130 calls for service for December. Traffic enforcement continues. There were two Part 1 crimes with one solved. There were 21 Part 1 crimes in 2021 vs. 11 Part 1 crimes in 2020.

Mayor Warner was a guest speaker at the North Carroll Business Alliance meeting in December. This group is interested in increasing activities on Black Friday.

Due to the cancelation of the December 2021 meeting, Mr. McCarron recommended Ordinance No. 248 be considered an emergency ordinance due to the expiration of time since it was introduced. Mr. Richardson made a motion to approve Ordinance No. 248 amending Chapter 220 "Vehicles and Traffic". Mr. Cuneo seconded the motion. The motion passed unanimously.

Due to the recent COVID19 outbreak among the Town staff, Mr. Miller suggested that the Town consider amending the Personnel Policy by adding the following under Chapter 14 Attendance and Leave, Section 10 Administrative Leave "Sub-Section H ( New): Executive Administrative Infectious Disease Leave: Due to the ever changing climate of infectious diseases such as COVID-19 and it's variant's, SARS, or any other infectious disease that creates an epidemic/pandemic, the Mayor in conjunction with guidance and recommendations from the Town Administrator, Police Chief, Director of Finance and Health Organizations shall grant employees up to 10 paid working days of Executive Administrative Infectious Disease Leave within a fiscal year to quarantine, recover or take care of an infected family member residing within the immediate household. All employees must adhere to Section 8: Sick Leave of this chapter as well as any testing protocols that may be set in-place." Mr.

Richardson made a motion to approve the addition of Sub-Section H as written. Mr. Pacelli seconded the motion. The motion passed unanimously.

There were no emails or phone calls from the public.

Council members gave committee reports.

Mr. Pacelli made a motion to adjourn the general session. Ms. Miller seconded the motion. The motion passed unanimously. The meeting adjourned at 8:16pm

Respectfully submitted, Kelly J. Baldwin