

Town of Manchester
November 10, 2020

The Mayor and Council of the Town of Manchester met on the above date. Those present were Mayor Warner (virtual), Melinda Smith, Jenn Miller, Vince Pacelli, Debra Howe, Dale Wilder, Steve Miller, Chief Hess, Michelle Wilder and Kelly Baldwin.

The Pledge of Allegiance was recited.

Ms. Miller made a motion to receive the September 2020 Treasurer's report. Ms. Smith seconded the motion. The motion passed unanimously.

Ms. Howe made a motion to receive the October 2020 Check register. Mr. Wilder seconded the motion. The motion passed unanimously.

Mayor Warner gave his monthly Mayor's Report. The last day that Hughes Trash will pick up yard waste will be Friday, November 27th. The last leaf pickup will be Monday, December 7th. The annual tree lighting will be held on Black Friday, November 27th in front of the Historic Center.

Randy Miller was sworn in as a member of the Manchester Parks Foundation.

Mr. Miller gave his Town Administrator's report. There has been no movement on the MVHS electronic sign. Discussions are ongoing regarding 2906 Hanover Pike and their hand dug well issues. Code enforcement continues. The Tree of Friends Foundation (TOFF) has notified the Town that they will be terminating the lease at the end of November. The consensus of the Council is to look into selling the building. Interviews for the Billing Specialist will take place in the next week. Staff will be reviewing permit fees during the winter months. The Town received \$50,000 in CARES Grant.

Mr. Miller suggested using the additional CARES money to purchase a large 36" scanner/copier and 9 desktop scanners and 1 remote server with VPN in order to facilitate teleworking. Ms. Miller made a motion to approve the purchase of that equipment in the amount of approximately \$20,000. Ms. Howe seconded the motion. The motion passed unanimously. Mr. Miller also researched purchasing UV disinfection equipment with the added grant monies. This included 5 portable units for \$22,801.60 desktop units for \$7,750 and 15 vehicle disinfection units for \$10,066.24. Ms. Smith made a motion to approve the purchase of the above equipment from Larson Electronics in the amount of \$41,617.84. Ms. Howe seconded the motion. The motion passed unanimously. Mr. Miller plans to seek reimbursement for staff time for those who were "in harm's way".

Mr. Miller gave the monthly Public Works report. Staff located a large water leak at the MVHS. There will be a pre-bid meeting on October 23rd for the Park Avenue Water Tank rehab project with proposals due November 20th. The Dell well generator project is 99% complete. A final report on the proposed ENR Upgrade and Expansion of the WWTP will be available in spring 2021.

Chief Hess gave his monthly Police report. There were 171 calls for service in October. Traffic enforcement continues with 166 warnings/citations having been issued. Chief Hess reminded citizens that hunting season will be starting soon and they should wear orange and be visible. Halloween went well. Chief Hess thanked the MVFD for their participation in keeping residents safe.

Mayor Warner introduced Ordinance No. 246 relating to small cell tower structures. This proposed ordinance attempts to establish guidelines for the installation of wireless facilities. Mr. Miller mentioned that the Town wanted to be proactive and have control over aesthetics. There will be a public hearing on this at the December 8th Council meeting.

Mayor Warner gave the background on the proposed Patriot's Overlook Annexation consisting of 12.6654 acres of land off of Park Avenue. Mr. Wilder made a motion to approve the annexation plan and send the petition to the proper review agencies. Ms. Howe seconded the motion. The motion passed unanimously. There will be a public hearing on February 9th Council meeting.

Council members gave committee reports.

Ms. Smith made a motion to adjourn the general session. Ms. Miller seconded the motion. The motion passed unanimously. The meeting adjourned at 8:09pm.

Respectfully submitted, Kelly J. Baldwin