

**TOWN OF MANILA COUNCIL MEETING
MANILA TOWN MEETING ROOM
145 E HWY 43
THURSDAY, JANUARY 12, 2017 AT 6:30 PM**

MINUTES

MEETING CALLED TO ORDER: Mayor Gretchen Northcott called the meeting to order at 6:37 PM.

PRESENT: Mayor Gretchen Northcott, Council Member Ruby Hoover, Council Member Greg Scott, Council Member Randall Browning, Council Member Ross Catron, and Town Clerk Marlena Connor

GUESTS: Terry Grow

CONSENT CALENDAR: Council Member Randall Browning made a motion to approve the consent calendar consisting of: The December 8th, 2016 minutes for the work session and regular council meetings, the budget report , invoice register, payroll hours, transaction register, and the revenue analysis. Council Member Greg Scott seconded the motion. All were in favor. The motion carried.

TERRY GROW/WATER EASEMENT: Terry Grow started by explaining that when he bought his property an old water line from the county water system ran through his property. The deed shows a water easement running through his property. Terry Grow would like to have the water easement removed from his deed. Mayor Gretchen Northcott sent the town's Public Works Director, Jerry Muir earlier that day to check and make sure this is a deadline. Jerry Muir confirmed that the line is no longer in use. Council Member Randall Browning made a motion to release the deadline that runs through Terry Grow's property. Council Member Greg Scott seconded the motion. All were in favor the motion carried.

PEOPLES CANAL COMPANY/WATER RIGHTS FOR SEWER LAGOONS: Mayor Gretchen Northcott checked all the original documents from the county. Everything looks correct. Mayor Gretchen Northcott proceeded to sign the original documents, and the Town Clerk Marlena Connor will call Carol Gardiner to have her pick up the signed documents.

SYMPATHY/GET WELL POLICY: Council Member Randall Browning made a motion to approve the second draft of the sympathy/get well policy. Council Member Greg Scott seconded the motion. All were in favor. The motion carried.

PROCESSING FEE: RESIDENTIAL vs COMMERCIAL: Council Member Greg Scott made a motion to approve the amended processing fee policy that states that commercial customers (zoned commercial or central development) will be exempt from the two dollar processing fee. Council Member Ross Catron seconded the motion. All were in favor. The motion carried.

APPROVED

ALLOCATION OF NEW PROJECT FUNDS: Mayor Gretchen Northcott explained to the Town Council that the town has one time money that was going to go towards new bond payments for new water & sewer projects. The Town did not receive the funding package that was originally proposed, and the money was already budgeted. The Council agreed to only use the funds out of the water project, but they are going to retain the sewer funds. Mayor Gretchen Northcott is proposing that the Town Council use this money to acquire these items at an estimated cost.

- Finish buying tools & safety equipment for the public works department at an estimated cost of \$17,500.00 (including a trench box)
- Get adjustable desks & monitors for the office, & make repairs & improve the office space at an estimated cost of \$6,000.00
- Have pump #1 rebuilt at an estimated cost of \$8,000.00
- Cleaning of the water tanks, get bids & see how much.
- Run power, lights, and a heater to the million gallon tank. The Council decided that they would try to use what is left of the funding from the Division of Drinking Water to make this project happen.
- Early Bond Payments

CAPITAL IMPROVEMENTS LIST: The Manila Town Council went over the capital improvements list to add and remove projects and move to a better numerical order.

ADJOURNMENT: Council Member Greg Scott made a motion to adjourn the Town Council meeting. Council Member Ruby Hoover seconded the motion. All were in favor. The motion carried. The meeting was adjourned at 8:22 PM.

GRETCHEN NORTHCOTT, MAYOR

MARLENA CONNOR, TOWN CLERK