

APPROVED

**TOWN OF MANILA COUNCIL MEETING
MANILA TOWN MEETING ROOM
145 E HWY 43
THURSDAY, APRIL 13, 2017 AT 6:30 P.M.**

MINUTES

MEETING CALLED TO ORDER: Mayor Gretchen Northcott called the meeting to order at 6:41 PM.

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

GUESTS: Jeff McCarty with Sunrise, Aaron Averett with Sunrise, Jerry Muir Public Works Director, and Gareth Powell

CONSENT CALENDAR: Council Member Randall Browning moved to approve the consent calendar consisting of: the March 8, 2017 minutes, the March 14, 2017 minutes, payroll hours, budget worksheet, invoice register, transaction register, and the revenue analysis. Council Member Alan Staggs seconded the motion. All were in favor. The motion carried.

WATER CERTIFICATION: Mayor Gretchen Northcott informed the Town Council that Curtis Hyde received his water certification.

MUNICIPAL CLERKS INSTITUTE REPORT: Town Clerk Marlena Connor and Deputy Clerk Jessica Wardle wrote a letter of gratitude for the Town Council sending them to the municipal clerk institute.

SUNRISE ENGINEERING:

- **LANDFILL CLOSURE PLAN:** Aaron Averett explained the new landfill closure plan. Estimated use of the landfill is 100 years. Aaron Averett and Jerry Muir explained to the Town Council where the landfill pits are and have been and how long they will last. Jerry Muir uses the dirt from previous pits to cover the next pit that is dug. The closed area of the landfill requires two feet of cover.
- **GIS SYSTEM:** Aaron Averett explained what a GIS “geographical information system” and what functions it is capable of doing. The town can track the water system, sewer system, roads etc. The GIS is compatible with all utilities. The cost of the GIS set-up and first year is \$4,200.00 and then \$600 per year after. Council Member Alan Staggs made a motion to go forward with setting up a GIS for the Town of Manila. Council Member Greg Scott seconded the motion. All were in favor. The motion carried.
- **CIB FUNDING: SEWER LINING PROJECT:** Sunrise will turn in the application signed by Mayor Gretchen Northcott, and in June the CIB committee will decide what meeting the Mayor will go to. The meetings happen three times in the year being, July, August, and September. Town Council will have to know the amount that the Town can afford based on the annual payment estimate by terms & interest from CIB.

WATER BREAKS: Public Works Director Jerry Muir explained to the Town Council that there has been multiple water leaks on the North side of the highway, outside of the Town limits. There may be an option to bore under the road and hook up all of the residents on the North side of the road to the water line on the South side of the road. Aaron Averett and Jeff McCarty with Sunrise asked Town Council if they want to turn in an application to the CIB to fix the water pipes this year also. Council Member Randall Browning

made a motion for Sunrise to move forward on the water application for the CIB. Council Member Alan Staggs seconded the motion. All were in favor. The motion carried.

WATER CONNECTION/IMPACT FEES: Mayor Gretchen Northcott explained that the town is charging \$800.00 for water connection fees, and she is working on doing some more research as to rather or not the connection fees need to be raised.

EXECUTIVE SESSION AS NEEDED: Council Member Randall Browning made a motion to go into an executive session. Council Member Greg Scott seconded the motion. Town Council went into an executive session by roll call. Mayor Gretchen Northcott, Council Member Randall Browning, Council Member Greg Scott, Council Member Alan Staggs, Council Member Ross Catron and Town Clerk Marlena Connor at 9:13 PM. Council Member Greg Scott made a motion to adjourn the executive session. Council Member Alan Staggs seconded the motion. All were in favor. The executive session was adjourned at

ADJOURNMENT: Council Member Randall Browning made a motion to adjourn the meeting. Council Member Ross Catron seconded the motion. All were in favor. The motion carried. The meeting was adjourned at 9:37 PM.

Gretchen Northcott, Mayor

Marlena Connor, Town Clerk