



**TOWN OF MANILA REGULAR MEETING  
MANILA MEETING ROOM  
145 E HWY 43  
NOVEMBER 9, 2023 @ 5:30 P.M.**

**AGENDA**

**MEETING CALLED TO ORDER:** Mayor Kathi Knight called the meeting to order at 5:29 P.M.

**PRESENT:** Mayor Kathi Knight, Councilmembers Randall Browning, William Rylander, Gretchen Northcott, and Marlena Connor, Town Clerk.

**GUESTS:** Jim Rodriguez, Jeff McCarty, Kenn Winn, and Elaine Stewart.

**EXCUSED:** Councilmember Greg Scott was excused.

**CONSENT CALENDAR:** Councilmember Rylander moved to approve the consent calendar consisting of payroll hours, budget worksheet, invoice register, transaction register, revenue analysis, and previous minutes. Councilmember Browning seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR KNIGHT, COUNCIL MEMBERS NORTHCOTT, BROWNING, AND RYLANDER

**PUBLIC COMMENT:** There was no public comment.

**SUNRISE ENGINEERING PROJECT UPDATES:** Mr. McCarty said there's not a lot to update. Mayor knight and Mr. McCarty went to the UBAOG meeting that was two weeks ago. We do not know if the town's CIB (community impact board) applications will be on the December or January agenda; Mr. McCarty will also attend the meeting to help, if needed. The funding has been a little rough because the CIB had over allocated in the last cycle. Mr. McCarty felt that the town was in a good position, but not for all grant and no loan. The council discussed scaling back the project if the funding is not feasible for the town to afford.

Councilmember Northcott said they need to talk about the Ylincheta sewer extension and if the town should take on a large loan for county residents that are not the town's responsibility. She said she thought it was a good project, but it isn't fair to pass on the rate burden it will cause to the town residents. Councilmember Northcott said that she thought the town should be talking with the county commissioners about helping with the loan the same as they did with the jail sewer that was installed. The town could also investigate a Building Resilient Infrastructure and Communities (BRIC) Grant.

**JASON MULLINS- ROAD CUTTING PERMIT INSTEAD OF BORING UNDER STATELINE ROAD:** Mr. Mullins sent in a proposal to dig a sewer lateral from a property located north of State Line Road, an undeveloped plot of land (parcel number 01-0012-0021) to the nearest sewer main. It was asked what would be required of him to do this project. Councilmember Browning moved to approve the dig on the condition that Mr. Mullins follows APWA road standards, a licensed contractor must make the dig, turn



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in a certificate of liability with the Town of Manila as additional insured, and any road cutting permits that are required. Councilmember Rylander seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR KNIGHT, COUNCIL MEMBERS NORTHCOTT, BROWNING, AND RYLANDER

**MANILA HIGH SCHOOL YEARBOOK AD:** Councilmember Browning moved to approve the Manila High School yearbook ad for ¼ page costing \$55.00. Councilmember Northcott seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR KNIGHT, COUNCIL MEMBERS NORTHCOTT, BROWNING, AND RYLANDER

**SET ELECTION CANVAS DATE:** Marlena Connor, Town Clerk asked the council to select a date that would work for them to have the General Election Canvass to make the election results final. The council members chose November 30, 2023, at 5:00 P.M.

**PUBLIC WORKS UPDATE:** Jim Rodriguez said that the landfill is cleaned up. There is a meter install and a curb stop that need to be fixed, but he didn't have any help at the time. The council decided that they would hire Maxfield Construction to help get caught up on a few things before winter.

**2<sup>ND</sup> E & 2<sup>ND</sup> N SEWER ISSUES:** Mayor Knight received 4 bids to install a new 8-inch sewer line because there is a 4-inch main right now. The first bid was from SCI for \$30,551.25, the second bid was from Pallesen Construction for \$34,250.00, the third bid was from Johansen Construction for \$42,500.00, and the last bid was from Maxfield Construction for \$22,578.00. Councilmember Browning moved to approve the use of Maxfield Construction, and Mr. Winn could use the same contractor for a new sewer lateral. Councilmember Rylander seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR KNIGHT, COUNCIL MEMBERS NORTHCOTT, BROWNING, SCOTT, AND RYLANDER

**CORRESPONDENCE:** There was no correspondence.

**EXECUTIVE SESSION:** Councilmember Browning moved to go into an executive session to discuss personnel. Councilmember Rylander seconded the motion. All were in favor. The council went into an executive session at 6:26 P.M.

**RECONVENE:** Councilmember Northcott moved to go back into the regular meeting. Councilmember Rylander seconded the motion. All were in favor. The council went back into the regular meeting at 7:49 P.M.

RESULT: APPROVED

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**ADJOURNMENT:** Councilmember Browning moved to adjourn the regular meeting. Councilmember Northcott seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR KNIGHT, COUNCIL MEMBERS NORTHCOTT, BROWNING, SCOTT, AND RYLANDER

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Kathi Knight, Mayor

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Marlena Connor, Town Clerk

APPROVED 12-14-2023