

**TOWN OF MANILA REGULAR MEETING
TOWN OF MANILA MEETING ROOM
145 E HWY 43
MAY 7, 2019 AT 6:30 P.M.**

MINUTES

MEETING CALLED TO ORDER: Mayor David Coombs called the meeting to order at 6:53 P.M.

PRESENT: Mayor David Coombs, Council Member Gretchen Northcott, Council Member Randall Browning, Council Member Greg Scott, Council Member William Rylander, and Town Clerk Marlena Connor. (William Rylander was excused at 7:02 P.M.)

GUESTS: No guests were present.

CONSENT CALENDAR: Council Member Randall Browning moved to approve the consent calendar consisting of payroll hours, budget worksheet, invoice register, transaction register, revenue analysis and, April 2019 minutes. Council Member William Rylander seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCIL MEMBERS NORTHCOTT, BROWNING, SCOTT & RYLANDER

ASSISTANT TO THE PUBLIC WORKS/CHANGE OF EMPLOYMENT STATUS: Mayor Coombs explained that he would like to request that the town council agree to put Jim Rodriguez to a full-time position for 5 months out of the year (May through September) so he can have more time to help, and learn more from Jerry Muir, Public Works Director. Then he would go back to part-time for the other 7 months of the year. Marlena Connor, Town Clerk had sent the contract to the town's legal counsel, and a few things were added and the contract was approved by the attorneys. Council Member Greg Scott moved to approve Jim Rodriguez going to full-time for the 5 months then returning to the part-time position for the other 7 months. Council Member William Rylander seconded the motion. All were in favor. The motion carried. (Council Member William Rylander was excused at 7:02 P.M.)

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCIL MEMBERS NORTHCOTT, BROWNING, SCOTT & RYLANDER

MIKE PIERCE'S SHORT TERM RENTAL BUSINESS LICENSE AND CONDITIONAL USE PERMIT: Council Member Randall Browning stated that he was supposed to go over and do an inspection, but he didn't have the time before the meeting to do it. There were a few things that Mr. Pierce needed to finish up such as signage, emergency exits, evacuation plan, and fire extinguisher locations. Council Member Browning moved to approve Mr. Pierce's business license and conditional use permit, conditional on Mr. Pierce passing the final fire inspection. Council Member Greg Scott seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCIL MEMBERS NORTHCOTT, BROWNING, & SCOTT

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TRAILS MASTER PLAN REVIEW FOR ADOPTION: Council Member Randall Browning moved to approve the trails master plan. Council Member Gretchen Northcott seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCIL MEMBERS NORTHCOTT, BROWNING, & SCOTT

CAPITAL PROJECTS LIST & RESOLUTION: Council Member Northcott said she talked to Rob Patterson and he recommended putting everything in a 1-5 year capital projects list and then a 10-year list. Council Member Northcott added the costs to the projects. The Town Council agreed that roads and storm drains are the top priorities from here on out. Council Member Greg Scott moved to accept the capital projects list and resolution. Council Member Randall Browning seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCIL MEMBERS NORTHCOTT, BROWNING, & SCOTT

TENTATIVE BUDGET: The Town Council went over the tentative budget and they thought it looked great. Council Member Greg Scott moved to approve the tentative budget. Council Member Gretchen Northcott seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCIL MEMBERS NORTHCOTT, BROWNING, & SCOTT

RESORT TAX: The Town Council had a short discussion on the resort tax idea. This line item has been tabled until further notice.

PTIF RESOLUTION: Mayor Coombs explained that the town needs to have two people that have access to the PTIF accounts. The previous mayor had been taken off the PTIF accounts, and Marlana Connor, Town Clerk was on the previous PTIF Resolution. The Town needs to upload a new resolution to the State Treasurer's office with Mayor Coombs and Marlana Connor on it. Council Member Northcott moved to approve the updated resolution changing the authorized personnel. Council Member Greg Scott seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCIL MEMBERS NORTHCOTT, BROWNING, & SCOTT

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REPEAL OF SENIOR PROGRAM: Mayor Coombs explained that the Town of Manila has not sponsored the aging program since 2012, and this Ordinance should have been repealed back then. All this is doing is taking the Senior Program out of the Town of Manila's Municipal Code. Council Member Randall Browning moved to remove the Senior Program from the Town of Manila's Municipal Code. Council Member Greg Scott seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCIL MEMBERS NORTHCOTT, BROWNING, & SCOTT

UBAG CONTRACT & RENTAL CONTRACT: The Town Council discussed the draft contract with UBAG and they think they should keep the rent at the \$100.00 a month and let the seniors have first priority choosing their days. The Town will remain able to rent the building to other people for the times the seniors do not have the building in use. If UBAG would like to do anything differently, they will have to come to the Town Council for approval. Town Council thought that the UBAG contract and rental contract look good, and they want to continue to move forward and have these sent to legal counsel.

POLICE/COUNTY SHERIFF: The Town Council had discussed what they felt they would need, and how much time they think the county sheriff's department would need to spend in the Town of Manila. Council Member Northcott said she would work on this further and bring back to the council.

EXECUTIVE SESSION: Gretchen Northcott moved to go into executive session. Council Member Greg Scott seconded the motion. All were in favor. Council went into executive session to discuss personnel at 8:00 P.M.

ROLL CALL VOTE: MAYOR COOMBS, COUNCIL MEMBERS, NORTHCOTT, BROWNING, & SCOTT

RECONVENE: The Town Council reconvened the regular meeting at 8:06 P.M.

ADJOURNMENT: Council Member Randall Browning moved to adjourn the regular meeting. Council Member Gretchen Northcott seconded the motion. All were in favor. The motion carried. Mayor David Coombs adjourned the regular meeting at 8:08 P.M.

David Coombs, Mayor

Marlena Connor, Town Clerk