

## Minutes of Regular Meeting, June 8, 2015

The Town Council of the Town of Warren met Monday, June 18, 2015 at Assembly Hall, Council Meeting Room, 131 N. Wayne Street, in accordance with rules of Council and applicable law.

Those present were: Town Council, Ethan Stivers, Julia Glessner, Steve Buzzard, Tracey Brown; Clerk-Treasurer, Marilyn Morrison; Employees, Lee Poulson, Jason Caley, and others.

President Glessner called the meeting to order at 5:00 pm.

Minutes of the May 11, 2015 meeting were approved as submitted.

Morrison submitted a report on the 2000 Building Corporation Bond sale (Water Treatment Plant) scheduled for June 25, 2015 from USBank. Notice of Redemption has been sent to the bank and a return of approximately \$34,000 is expected from USBank from funds accumulated through the life of the bond. Morrison reviewed documentation from the Financial Consultant regarding the sale. Bond payments were made twice annually with sixty eight percent (68%) paid with CEDIT funds and the rest from Water Utility funds. Buzzard moved, seconded by Brown that the amount refunded by USBank be deposited into the funds following the formula as used in making the payments. The motion was approved unanimously.

Steps to refinance the 2002 Sewer Bond are proceeding. As predicted, due to the length of time left on the bond of twenty six years, the interest rate of 3.65% from PiperJaffray was the lowest offered but still lower than the current percentage of 4.5%.

Morrison reported that Historic Warren was in the process of funding another round of Façade Improvement Grants and related that Todd Zeiger of Indiana Landmarks would be assisting in the administration of the grants. Funds to be used are from Heritage Pointe, Citizen's Telephone, and Historic Warren. Citing earlier Council discussion of the possibility of Structural Improvement Grants, Morrison reported on CEDIT funds citing that perhaps the Structural Grants could be tied to the Façade Grants. Morrison cited that a meeting with Zeiger had been scheduled for June 11<sup>th</sup> and the administration could be discussed with him at that time. Jeff Souder, Historic Warren, entered the meeting and did more in depth reporting on the planned Façade Grant. Following discussion, Brown moved, seconded by Buzzard, that \$20,000 of CEDIT Funds be allotted for a Structural Grant program and that the monies be combined with the Façade Grant Program. The motion was approved unanimously. Submitted was a request to Council from Historic Warren that application be made to Huntington County Municipal CEDIT Committee for matching funds for the project. Following discussion in which it was determined that matching funds also be sought for the Structural Improvement Program, Stivers moved, seconded by Glessner, that a CEDIT application be submitted. The motion was approved unanimously.

As no response has been received from a request for funds from Mark and Jan Weight due to the commercial building collapse at 122 N. Wayne Street, President Glessner cited the need for an Executive Session of Council to consider further action. A tentative date of June 15<sup>th</sup> at 5:00 pm was set.

Submitted was a listing of street closures needed for the Salamonie Summer Festival – Second Street from Matilda to Nancy, Main Street between First and Third Street from alley to alley, and Nancy Street from First to Third Street from alley to alley.

Approved by consensus.

Marla Stambazze, Department of Community Development, submitted a memo from a meeting with Gupta, owner of property on Eleventh St which is cited for demolition citing the demolition date of July 1<sup>st</sup>. Buzzard moved, seconded by Brown, to approved the memo.

Following discussion, and by consensus, a donation of \$500 will be made to Salamonie Summer Festival.

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Marla Stambazze, DCD, opened a public hearing regarding a building located at 111 East Second Street. Inspection had resulted in an Order of Enforcement to correct cited issues giving sixty days to comply. Following discussion which included Jon Frettinger, representing Salt and Light Properties, building owner, who cited that steps were already being taken to address the issues, Brown moved, seconded by Buzzard, to uphold the order with review of the progress scheduled for the July 13<sup>th</sup> meeting of Council. The motion was approved unanimously.

The second public hearing was opened which was in regard to a house located at 201 N. Grover with Peter VanHyfe, owner, in attendance. Inspection of the house had resulted in an Order for Demolition within sixty days of the notice. Following discussion with the owner, Glessner moved, seconded by Stivers, to amend the Order of Enforcement giving the owner thirty days to clean up the property and board up the structure with one hundred twenty days from date of notice to remove the structure. The motion was approved unanimously.

The Third public hearing was in regard to 315 N. Main St. Inspection of the house had resulted in an Order for Demolition within sixty days of notice. Following discussion, Brown moved, seconded by Buzzard to uphold the order. The motion was approved unanimously.

The Fourth public hearing was in regard to a garage located at 525 Jones. Danny Richardson, owner, was in attendance. Following discussion, Brown moved, seconded by Buzzard, to uphold the Order for Demolition within sixty days. The motion was approved unanimously.

Stambazze reviewed the process citing that failure by an owner to follow an order of demolition would result in the DCD soliciting bids for demolition, submitting the bids for Council consideration, demolition of the property, invoicing the owner for the demolition, and placing a lien on the property with attachment to property taxes if the invoice is not paid. The Town does not assume ownership of the property.

Stambazze reported that an inspection of a house at 519 E Third Street had found no structural issues but that a meeting had been held with the owner and a verbal agreement reached to maintain the surrounding property and to take corrective steps to prevent entry into the house. Council concurred by consensus.

Submitted was a renewal offer from PHP for Medical Insurance coverage for employees with a 13.65 % increase. Buzzard moved, seconded by Glessner, to approve renewal. The motion was approved unanimously.

Discussed was the proposed lease with the Chamber of Commerce for the installation of a park on Town owned property on First Street, next to Post Office. Questions remain over a request for amendment from the Chamber Board of Directors so the matter will be further discussed with the Chamber Board of Directors to clarify.

Morrison reported that the Chamber of Commerce President was scheduling the cleaning of carpets in the Council/Chamber meeting room.

Preparation of the 2016 Municipal Budget is now underway. The first meeting with the Indiana Department Local Government Finance is scheduled for August 11<sup>th</sup> at which time the budget should be in form to be submitted or a date set for submission to that agency.

Reporting for Town Marshal Spitler, Morrison reported that his Taser had suffered water damage while working at a house fire. Spitler is working with the company to determine if repair is possible.

The Warren Fire Department will be washing down streets for the Salamonie Summer Festival on July 1<sup>st</sup>.

Lee Poulson, Utility Manager, reported that alley paving had been completed and that sidewalk repair at Wayne and Fourth Street has been scheduled. Poulson will be attending a workshop at Wabash on June 24<sup>th</sup> for six hours of continuing education. Reported was that Peerless Midwest Company would be on site on June 11<sup>th</sup> as to address problems with the Tower Park Water Tower. Work on replacement of the flooring in the Men's Public Restroom has

moved slowly due to other problems being found. It is to be completed prior to the July 4<sup>th</sup> Festival. Poulson requested permission for two employees to be on vacation at the same time in August for two days. Council approved by consensus. Mosquito spraying was scheduled to begin during the past week but was delayed due to weather. The spraying is scheduled for Mondays and Thursdays.

Discussed was the location of the designated smoking area in Tower Park and the possibility of moving it out of the practice area. No decision was made.

Due to Festival preparation activities on July 3<sup>rd</sup>, Town Hall and Utilities will be closed on July 6<sup>th</sup> for the Fourth of July Holiday.

General discussion was held.

There being no further business to come before Council, the meeting was adjourned

Submitted \_\_\_\_\_ Clerk-Treasurer  
Marilyn Morrison

Town Council:

As \_\_\_\_\_ President  
Julia Glessner

As \_\_\_\_\_ Member  
Steve Buzzard

As \_\_\_\_\_ Member  
Tracey Brown

As \_\_\_\_\_ Member  
Ethan Stivers