

Minutes of Regular Meeting, August 8, 2022

The Town Council of the Town of Warren met Monday, August 8, 2022 in a Regular Meeting at Assembly Hall, Council Meeting Room, 131 N. Wayne St, in accordance with rules of Council and applicable law.

Those present were: Council Members, Steve Buzzard, Carrie Miller, Tavis Surfus, Michelle Schweikhardt; Clerk-Treasurer, Marilyn Morrison; Employees, Lee Poulson, Dennis Spitler; Others.

- Special Order of Business: DCD gave inspection report on status of house at 313 Matilda and recommended that the demolition order be lifted as improvements had been made. Surfus moved, seconded by Schweikhart to accept the recommendation. The motion was approved unanimously.
- Ben Adams, Commonwealth Engineering, updated water project status noting that the 'old' tower is slated to be demolished on August 22nd as the newly constructed tower will be filled and tested in the next week.
- Marshal Spitler submitted the June and July activity reports.
- Poulson, as Fire Chief, submitted the July activity report.
- Phase 3 project at Riverside Park is scheduled to be within the week.
- The Mural project is scheduled to be done between September 6th and September 27th.
- General Dynamics, company representing AT&T, submitted an amended lease document and quoted \$250 as an addition to the current lease amount for placement of a generator at the site. Council took the matter under advisement.
- Morrison reported that a meeting had been held with consultants from USI, company hired by Council to conduct a PASER study of Town Streets. The ratings are to be completed by the last week in September and are necessary for application for a grant to reconstruct Wayne Street. Morrison reported that information had been submitted for the project to move forward.
- Morrison reported that DLGF recommendation regarding the Motor Vehicle fund had been completed which changed the draft budget submitted to Council at the prior meeting.
- Morrison summarized a meeting held with Greg Guerrettaz of Financial Solutions Group, Town financial consultant, to review and begin planning and scheduling for certain projects in the future. The meeting was held to work toward completion of the ten year financial plan.
- Discussed was bidding procedure for purchase of a Fire Department pumper. The purchase will be done with 50/50 financing between Town and Township. Bidding must be done to meet State requirements for such purchases.
- The Council's acceptance of donation of land at the corner of First and Main Street has been completed.
- Morrison reported that the second installment of American Recover Act distribution is expected in August in the amount of \$137,222.72 bring the total in the fund to \$274,445.44. Expenditure of the funds must be done pursuant to U.S. Treasury rules and regulations and a plan must be developed by the Council before expending any funds. It is expected that the funds will be used toward a match to grant funds to lessen impact on local rates in the Sewer Department for future projects.
- A revised cost estimate from Warren Service and Supply in the amount of \$30,767.00 for replacement of Heating and Air Conditioning units in Town Hall was reviewed. The back unit of the current system no longer functions. Following discussion and based on the fact that the project had previously been bid, Miller moved, seconded by Schweikhardt to accept the revised quote. Motion approved unanimously.

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- Payment requests for the water project and as presented by the engineer were approved by consensus as follows:
 - Maquire Iron \$54,150.00 (Towers)
 - Jackson Construction \$16,596.50 (Wells)
- Read was a press release from the Huntington County Community Foundation announcing that Warren had been selected as a pilot program for its' Hometown Grant Program. More information will be found on the Town's facebook as it becomes available.
- Morrison submitted a document from the State Attorney General that settlement had been made between various Opioid Companies and 46 states resulting in funds to be distributed to local governments. The information had just been received so submitted to Council was a document detailing how the funds had to be used. Settlement payments will continue for eighteen years and amount is unknown at this time.
- A request from the family of Janice Brown for permission to place a bench and a tree in memory at the War Memorial in Tower Park was approved by consensus.
- The Accounts Payable Register in the amount of \$452855.24 was approved as submitted.
- Following review of Bank Reconciliation Documents, the approval form was signed by all Council Members
- Training continues for the move to on line payments and Morrison submitted a list of training that the Clerk and Deputy have completed and that which will be completed within two weeks. Trials will be run in September on the system.
- Poulson, Utility Manager, submitted the monthly activity report.
- A quote for repair to the main Utility Garage was not accepted until at least one more company is contacted.
- A section of sidewalk between Wayne and Matilda Street is scheduled to be replaced the week of August 22nd.

The next regular meeting of Town Council is September 12 at which time a public hearing will be held on the proposed 2023 Municipal budget

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 As _____ Member
Steven Buzzard Carrie Miller

As _____ Member As _____ Member
Tavis Surfus Michelle Schweikhardt