

Minutes of Regular Meeting, May 9, 2022

The Town Council of the Town of Warren met Monday, May 9, 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 Spittle; Others.

- Special Order of Business: Department of Community Development. Discussion of Order of Enforcement for 313 N. Matilda Street. Buzzard moved, seconded by Miller to approve 30 day order for significant improvement. Miller, Buzzard, Schweikardt voting in affirmative. Surfus voting against. Motion approved.
- Minutes of Meeting of April 18, 2022 approved as submitted.
- Rob, Lisa Williams, directors of Warren Baseball Association reported that there are nineteen teams, 214 players, in the Summer Leagues, an increase of twenty seven players over last year. Significant increases in costs such as doubling of insurance have impacted the program but planning is complete for this year. Williams' expressed appreciation for the new lighting system installed at both diamonds since the last season.
- Discussion held on placement of mulch at playground equipment at Tower Park as citizen reported it was needed. Employees are in the process of preparing the Park and mulching will be done.
- Poulson, Fire Chief, reported that Unit 806 has been repaired and is back in service.
- Morrison reported Chamber of Commerce will again be placing flower planters on the bridge and in the downtown.
- Miller reported that HCUED continues to have an active year.
- Morrison reported that Historic Warren had applied for a second grant for the downtown mural and should receive word this week.
- Minutes of the Water Project Progress Meeting of April 19<sup>th</sup> were distributed to Members. Poulson, Utility Manager, reported that work on the Eleventh Street Tower was nearing completion with crews this week working on pressure washing, the new well had been successfully tested, and crews would be working on well house in Tower Park along with work being done in the Water Treatment Plant.
- Surfus moved, seconded by Miller, approval of an agreement with Michael and Jane Michaud for donation of land to the Town of Warren and approved installation of a privacy fence between the two properties. Motion approved unanimously.
- The Town of Warren Comprehensive Plan has been submitted by 3A to the Warren Plan Commission for review on June 9<sup>th</sup>. The document will then be returned to Town Council for final action. The Plan provides access to certain grants funded with federal dollars.
- No decision reached on use of the Sportsman Club Building now vacant.
- On display was a snowflake used for Christmas Lighting in the downtown. Following discussion Miller moved, seconded by Buzzard, to replace all thirty and approved a quote from GP Designs in the total amount of \$8,287.50, \$276.25 each, a discount of 35%. Two other company's prices were compared. The motion was approved unanimously.
- Replacement of a portion of sidewalk on First Street from SR 5 (Wayne Street) west on the North side for 113 feet, and several smaller areas of needed concrete work were submitted for Council discussion. The sidewalk replacement is necessary as it is considered a public access sidewalk. Council, by consensus, requested Poulson develop a project and solicit bids.
- Morrison submitted renewal notice for PHP Insurance, employee's medical insurance package, at a premium increase of 11% and without any amendments to coverage. Following discussion, Surfus moved, seconded by Buzzard, to accept the renewal package. Motion approved unanimously.
- Accounts Payable Register in the amount of \$214,899.57 was approved by consensus.

- Morrison reported that weekly training had started for initiation of Invoice Cloud, an online payment method. Target date for startup is July 1<sup>st</sup>. Keystone, the Town’s software provider, and the Town’s IT services provider, Innovative Technology Group, and Invoice Cloud have begun the integration process and testing.
- Morrison reported that problems with the phone system installed over one year ago have continued and, with the provider of the system, it has been determined that the system should be replaced. No time schedule has been determined. Replacement will be done at no cost to the Town except if extras to the current system are added.
- Poulson, Utility Manager, reported the following:
  - Connor Miller, summer employee, started employment on this date.
  - A Center Pointe Gas Line had been hit while adding a water tap for Commodity Blenders as the gas line had been mismarked by a gas employee. Tap not installed as yet.
  - Submitted were quotes for replacement of two garage doors. Miller moved, seconded by Buzzard to accept the quote of \$7313.00 for two from Garage Door of Huntington. The motion was approved unanimously. The doors will not be received for approximately 15 weeks. Two additional quotes were from Fisher Door and OverHead Door.
  - As for quotes for placement of fencing in Tower Park as approved at the last Council Meeting, only one company has responded and will not be able to quote until June so the project will be delayed.
  - Submitted by Poulson were quotes for purchase of Access Mats. Miller moved, seconded by Buzzard, to accept the quote from HDPE in the amount of \$3993.60 for 24 mats. The motion was approved unanimously. Additional quotes from Checkers and Alumna Mats were reviewed. The mats will be used to provide temporary roadways.
  - A Ford 150 XL truck will be advertised for sale by consensus of Council.
- Permit Application to the Indiana Department of Homeland Security is being finalized for construction of a Pavilion at Tower Park. The Pavilion will be constructed at the site of the previous large pavilion. Council had previously approved construction.
- The next Regular Meeting of Town Council will be June 13<sup>th</sup>.

There being no further business to come before Council, the meeting was adjourned.  
General discussion was held.

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

Town Council:

As \_\_\_\_\_ President  
Steven Buzzard

As \_\_\_\_\_ Member  
Carrie Miller

As \_\_\_\_\_ Member  
Tavis Surfus

As \_\_\_\_\_ Member  
Michelle Schweikhardt