

Minutes of Regular Meeting, June 12, 2023

The Town Council of the Town of Warren met Monday, June 12, 2023 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, Tavis Surfus, Michelle Schweikhardt; Jeremy Rufener (Absent), Clerk-Treasurer, Marilyn Morrison; Employees, Lee Poulson, Dennis Spitler; others.

- Minutes of Regular Meeting, May 8 were approved as submitted.
- In a Special Order of Business, Kim Hostetler, Director of Huntington County Community Development, was present for discussion related to Zoning Ordinance 2023-2 as introduced. President Buzzard announced the opening of a Public Hearing for discussion of Ordinance 2023-2, An Ordinance Amending Zoning Ordinances in regard to Shipping Containers, semi-tractor trailers, and other non-conventional structures. Following discussion, President Buzzard closed the Public Hearing. Action on the ordinance was tabled until the next meeting of Council due to lack of a full Council to make decision as required for that consideration.
- In the second Special Order of Business, Dr. Pflieger, Huntington County Health Officer, updated Council on action being taken in regard to use of ARP monies for programs being developed to meet/help control the drug crisis. Huntington County, City of Huntington, and Town of Warren are partners in the program.
- Marshal Spitler submitted the May activity report. Also reported was that the recently purchased police vehicle is now in service. In discussion with Cops Gear, outfitters of police vehicles, an offer of \$7500 was made for purchase of the 2011 Police Vehicle now being retired. That company would apply the purchase price against the cost of outfitting. Following discussion, Surfus moved, seconded by Buzzard acceptance based on Cops Gear submission of the offer in writing. Unanimous by those present.
- Fire Chief Poulson submitted the May Activity Report from the Fire Department and reported that washing of the streets and sidewalks in preparation for the Summer Festival would be done on June 28th starting at 5:00 pm.
- No report from Chamber.
- No report from HCUED.
- Becky Souder reported that the sun shades for the Riverside Park project are scheduled to arrive on June 19th and installation will complete Phase 3 of the Park Project.
- Morrison reported that a meeting had been held with Ben Adams of Commonwealth Engineering, Lee Poulson, Rick Scheiman and herself regarding preliminary engineering of the Wayne Street Project. Reported was that draft final plans would be submitted for Council consideration before bidding of the project.
- A meeting is scheduled for Thursday, June 15th with Adams in regard to preliminary engineering and bidding plans for Sewer Project No. 1 which is replacement of the Nancy Street Lift and Sewer Project No. 2 which is replacement of the Huggy Bear Lift Station at I-69 in the TIF District.
- A Substantial Completion Certificate has been issued for Jackson Construction, contractors for the well portion of the Water System Upgrade Project. The Company has thirty days to address issues remaining. Retainage has been held.
- A Special Meeting was scheduled for Monday, June 19th at 6:00 PM to continue discussion related to employee hiring as well as any other matter which could come before Council.
- Poulson reported that a person had applied for part time summer employment. Council approved the hiring and set the wage at \$12.50 an hour.
- Council members present agreed, by consensus, to approve street closings as follows for the Summer Festival: Second Street from Matilda to Nancy Street and Main Street from Second Street to alleys on each side of Second Street. There will be no stage set up for the Festival.
- By consensus, members present approved the Accounts Payable Register by consensus in the amount of \$375,073.20.
- May financial reports were submitted for Council Review.

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- 2024 Pre-Budget form has been submitted to the Department of Local Government Finance as required. 2023 Budget forms submitted to Council for review.
- Utility Manager Poulson submitted the May activity report noting that work on the storm sewer line through Heritage Pointe property had been completed with few problems. Submitted to Council were two quotes for transformer purchase: Anixer at \$53,450.00 and T&R Electric at \$72,375.00. Following discussion, by consensus, it was determined that a hold would be put on the purchase until the end user provided more information about the surety of the project and its timing.
- The next Regular Meeting of Council is scheduled for July 10.
- General Discussion was held.
- There being no further business to come before Council, the meeting was adjourned.

Warren Town Council:

As _____ President As _____ Member
Steven Buzzard Michelle Schweikhardt

As _____ Member As _____ Member
Tavis Surfus Jeremy Rufener (Absent)

ATTEST:

As _____ Clerk-
Marilyn Morrison Treasurer