

## Minutes of Regular Meeting, June 13, 2016

The Town Council of the Town of Warren met Monday, June 13, 2016 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, Steve Buzzard, Tracey Brown, Glessner was absent; Clerk-Treasurer, Marilyn Morrison; Employees, Lee Poulson, Dennis Spitler and others.

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

Fletcher Sabinski, an Eagle Scout from Warren but a member of Troop 149 in Bluffton, submitted a Tower Park project for Council consideration and funding. Installation of a Gaga Pit with a ten foot diameter was proposed at the approximate cost of \$750. The Town would supply the material and the Troop would install the pit. Following further discussion and citing past practice of supporting such projects, Brown moved, seconded by Buzzard, to approve the project plan. The motion was approved unanimously. No schedule was set for installation.

Residents next to a vacant house at 103 E. Fourth Street requested that Council take action on having the property cleaned and perhaps having the house razed. Reported was that birds were accessing the house from the rear, a tree is growing through the siding at the back, and vegetation had taken over the back yard area. Marshal Spitler had cited the property in the past but the current owner had never responded to the citations and a local business had taken care of the front yard. That discussion led to a decision by consensus that an inspection by the Huntington County Department of Community Development be requested to get the legal procedure started.

Poulson and Morrison updated the status of insurance coverage for roof damage to four Town buildings – Town Hall, Fire Station, Wastewater Treatment Plant, and Water Treatment Plan. An EMC Insurance adjustor had given an estimate of nearly \$90,000 but the insurance company had notified that additional documentation was needed before a decision could be made.

Council determined that the Town owned REO Fire Engine would carry members through the Salamonie Summer Festival Parade. The REO, late 20's, was one of the first trucks purchased by the Town.

Morrison submitted the annual I&M true up report for 2016 from Financial Solutions Group. The amount is owed annually to I&M based on billing adjustments to the Town and is approximately \$50,000 for 2015.

Ordinance 2016-3, an ordinance to establish a LOIT Special Fund as required by State Law, was filed for consideration of adoption. Buzzard moved, seconded by Brown to adopt the ordinance. The motion was approved unanimously. The Town received \$44, 074.39 with the required seventy five percent (\$33,055.80) being placed in the Special Fund to be used for street work only. Council had previously determined that the remainder, \$11,018.59, would be deposited in the Town's Rainy Day Fund.

Ordinance 2016-4, An Ordinance to establish Uniform Internal Control Standards, was introduced. The Ordinance, also required by State Law and to be adopted prior to July 1, 2016, calls for training on rules and procedure regarding controls and had been discussed previous to this meeting. Due to the need to adopt prior to July 1, Stivers moved, seconded by Buzzard, to suspend rules to allow for consideration of an ordinance at the meeting of introduction. The motion was approved. Brown moved, seconded by Stivers, to adopt Ordinance 2016-4. The motion was approved unanimously.

Consideration of a request to fill one railroad crossing for use during the Festival Bike Ride was put before Council. Due to the roughness of the crossing, the committee was asking that sand or rocks be put down. Following discussion and citing the liability of doing anything to railroad crossings without approval from that company, the request was denied by consensus.

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Morrison reported that the 2017 Municipal Budget preparation and adoption schedule had been released by the Indiana Department of Local Government Finance and that the first scheduled meeting for the local budget had been set for August 2<sup>nd</sup>. In related discussion, by consensus, Council directed Morrison to proceed with the budget preparation based 2016 budget figures. Morrison reported that the Town Marshal had indicated that 2017 was the purchase year for a vehicle and that the Utility Manager had not indicated any major purchases to be made by the Motor Vehicle Highway Department for 2017. The initial budget numbers will be prepared for the next regularly scheduled meeting of Town Council.

Marshal Spitler filed the May activity report. Also reported was that hail damage to the Deputy's Tahoe had been repaired with repair to the Marshal's vehicle scheduled this week.

Poulson, as Fire Chief, reported that streets would be washed down on Wednesday, June 29<sup>th</sup> in preparation for Festival. Also submitted was the May activity report.

Poulson, as Utility Manager, reported that the second phase of burying electric cable and lines underground in Salamonie Heights subdivision was underway, all downtown street lights have been replaced with LED fixtures, mosquito spraying will be done on the regular schedule of Mondays and Thursdays, a schedule for flushing hydrants is being developed, an estimate for 2016 paying has not yet been received, an estimate of cost for construction of a building for the new well has not been received, and the actuator valve at the Tower Park water tower has not been connected as yet.

Installation of a new piece of playground equipment has been completed at Tower Park in a project funded by the Town with local donations from businesses and citizens raised by Barb Trospen.

The next meeting of Town Council is scheduled for July 11, 5:00 pm.

Accounts Payable Register was approved as submitted.

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(Absent)

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

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

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