

Minutes of Regular Meeting, October 13, 2014

The Town Council of the Town of Warren met Monday, October 13, 2014 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; Clerk-Treasurer, Marilyn Morrison; Employees, Dennis Spitler, Lee Poulson, Jason Caley. Others.

President Glessner called the meeting to order at 5:30 pm and opened a Public Hearing scheduled for proposed action on a property located at 417 N. Grover Street. As previously discussed, the house had suffered fire damage and the Department of Community Development (DCD) had issued a Notice of Order Enforcement on September 19th, 2014. Marla Stambazze of the DCD reviewed actions taken. Hearing no public input, the hearing was closed. Following additional discussion, Stivers moved, seconded by Brown, to move forward with demolition of the house. The motion was approved unanimously. In related business, Glessner moved, seconded by Brown, that steps be taken to demolish properties at 303 E. Third St and 714 Railroad Street as part of the same demolition contract as those two properties had also been scheduled for demolition. The motion was carried unanimously. The DCD will work with Municipal Attorney Hartburg on the process and will handle the request for bids. The Town will cover the cost of the demolitions and place liens on the properties if demolition costs are not covered by the property owners.

The residents of 402 N. Grover requested that stone be placed on an unimproved street which serves as access to the property. Brown moved, seconded by Stivers, that the area of the street which abuts the property will be stoned as the Town had previously done the same. The motion was approved unanimously.

Steve Jackson, Scout Leader, reported that the river walkway had been completed and was ready for the stone as had previously been approved by Council. Jackson also requested that consideration be given to installation of an exterior spigot. Citing concerns about freezing and misuse, Utility Manager Poulson was asked to review the situation.

A contract with Commonwealth Engineering in the amount of \$12,600 plus hourly rates for the Alley Paving Project was submitted for review and approval. Stivers moved, seconded by Glessner to approve. The motion was approved unanimously. Ben Adams, Engineer with Commonwealth Engineering, submitted the bid report which showed only one bidder on the project, E&B Paving in the amount of \$175,138 with recommendation that the bid be accepted. Glessner moved, seconded by Brown, to accept the bid and issue a Notice of Award and Notice to Proceed. The motion was approved unanimously. Adams will work with E&B to establish a tentative schedule of work.

Resolution 3-2014, a resolution to reduce appropriations within the 2014 Municipal Budget was submitted for consideration. Glessner moved, seconded by Stivers, to adopt and the motion was approved unanimously. Ordinance 2014-3, 2015 Municipal Budget, was submitted for consideration of adoption. Following review by Morrison, Stivers moved, seconded by Glessner, adoption. The motion was approved unanimously. The budget will be submitted to the State for approval.

The WHARMM meeting for October is scheduled in Markle for October 17th.

A request from MD7 Company for buy out of the AT&T lease for placement of antenna on the Eleventh Street Tower had been reviewed by Brown. Following discussion and by consensus, Council determined that no amendment to the current contract with AT&T would be considered at this time.

The December meeting of Council was rescheduled for Monday, December 22nd to allow for end of year business to be conducted.

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A request for use of the former Racketty Packetty site, 118 N. Wayne, by a business owner was discussed as the Town has assumed ownership of the property. Following discussion and by consensus, it was determined that for use of the area proof of insurance and a use fee of \$100 per month would be requested.

Morrison reported that a Spook Run, 5K, is being scheduled for November 1st. Still in the planning stage, use of Town streets will be necessary for the course. Organizers are to work with Marshal Spitler on developing the street use plan.

A spreadsheet detailing current wages was submitted to Council Members in preparation for discussion of raises for 2015. The matter is to be placed on the agenda for the next regular meeting.

Morrison updated the radio read meter software installation commenting that several problems had arisen requiring a lot of hours being directed to it with the installation still not complete. Trial runs are being done this week and have already uncovered additional issues. Overtime has had to be used in the process, previously approved by Council, to handle that workload plus the business of the office. Annual software training is scheduled for November 12th so the Office will be closed.

Utility Manager Poulson also reported on the radio read meter installation citing that some electric meters installed previously are not working and will need replaced at the cost of \$62 each. Council concurred with purchase as needed. A sewer relocation necessary due to IDEM inspection is scheduled weather pending. It must be done by November 1st to meet IDEM's schedule in addition to televising of a sanitary service line. All is underway. Submitted were three quotes for purchase of a used dump truck but following discussion it was determined that a newer used truck should be purchased. Poulson will continue the search. Mosquito spraying has ended and leaf pickup is scheduled to start on Monday, October 20th. Poulson requested consideration of adding some smaller paving projects to the Alley project. A list will be submitted to the contractor and to the Council.

Fire Department and Police Department monthly reports were submitted.

A request for use of the park on October 25th for a softball tournament was reviewed. Council approved, by consensus, citing that Park Rules will be enforced and that organizers would be responsible for any damages to the Park. Closing of Second Street from Wayne to Main for use on Friday, November 21st for the Festival of Trees was also approved by consensus. A request for more lighting on Second Street for the Festival will be reviewed by Poulson.

The next scheduled meeting of Council is November 10th.

The Accounts Payable Register was approved as submitted.

General discussion was held.

There being no further business to discuss, the meeting was adjourned.

Submitted _____ Clerk-Treasurer
Marilyn Morrison

Town Council:

As _____ President
Julia Glessner

As _____ Member
Barb Trosper (Absent)

As _____ Member
Tracey Brown

As _____ Member
Ethan Stivers