

Minutes of Regular Meeting, April 9, 2018

The Town Council of the Town of Warren met Monday, April 9, 2018 in a Regular Meeting at Assembly Hall, Council Meeting Room, 131 N. Wayne Street, in accordance with rules of Council and applicable law.

Those present were: Town Council, Julia Glessner, Steve Buzzard, Tracey Brown (Absent), Ethan Stivers; Clerk-Treasurer Marilyn Morrison; Employees, Lee Poulson, Dennis Spitler, Jason Caley, and others.

President Glessner announced the opening of the meeting at 5:00 pm.

Minutes of the Regular Meeting of March 12 and Special Meeting of April 2 were approved as submitted.

A request from the owner of a property along the unimproved section of Campbell Street was considered. The property does not adjoin the improved section of the Street and is quite muddy. Stivers moved, seconded by Buzzard, to place stone from the improved section to the corner of the property in question as a onetime only fix since that portion is not designated as public right of way. The motion was approved unanimously.

The owner of a multi-use building submitted a request for adjustment to a bill due to a question of metering in the amount of \$418.36. Following discussion, Buzzard moved, seconded by Glessner, that correction be approved in the amount of \$209 for the past twenty two months and that \$209 be credited to account #5724000 and the same amount debited to account #5720001. The motion was approved unanimously. The owner also requested a water/sewer credit for a leak in an apartment. Citing policy on credits, the request was denied by consensus.

The owner of a house on 313 N Matilda that had been damaged by fire reported that no action had been taken to remove items from the house. Council had previously extended the demolition order for thirty days to allow such action. Following discussion, Glessner moved, seconded by Stivers, to extend the order of enforcement by an additional thirty days citing that a plan of action be submitted at the May 14th Meeting by the owner for discussion of further actions. The motion was approved unanimously. Marla Stambazze from the Department of Community Development was present and will amend the enforcement order. Stambazze inquired if a timeline for removal of debris from properties damaged in a December 22, 2017 fire in the downtown had been filed by the property owner with the Town. Hearing that no information was available, Stambazze said action would be taken by the DCD to work with the owner on establishing such a timeline.

Buzzard moved, seconded by Stivers, to approve signing of a Notice to Proceed with VTF Excavation, LLC, Contractor for the Eleventh Street Project. The motion was approved unanimously. The start date for the project was set for May 7, 2018.

In response to a letter from Huntington County Chamber of Commerce and by consensus, a prior decision to not renew membership was supported.

Morrison reported that EMC Insurance, underwriter for the Town, has completed payment of a claim submitted by the Town in the amount of \$12,140.87 and due Heartland REMC for restoration work necessary due to a December 22nd fire in the downtown. The actual payment was \$11,140.87 due to deductible of \$1,000.

Introduced was Ordinance 2018-3, an ordinance amending Ordinance 2017-6, an Ordinance setting wages and benefits for Law Enforcement Personnel, by the addition of the position of Assistant Town Marshal at the rate of \$21.31 per hour. Buzzard moved, seconded by Stivers, to suspend rules to allow consideration of an ordinance at the same meeting as introduction. The motion was approved unanimously. Buzzard moved, seconded by Glessner, to adopt Ordinance 2018-3 and that it be in force for the current pay period. The motion was approved unanimously.

Morrison reported that the TIF Annual Report had been submitted as required by State Statute.

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Ordinance 2018-2, an Ordinance establishing a Local Road and Bridge Matching Grant Fund necessary for transfer of monies as set forth in Grant requirements and for the receipt of Grant Funds was introduced.

A report submitted by Greg Guerrettaz of Financial Solutions Group setting the annual Electric Tractor revision for the May 1, 2018 billing date was reviewed noting that the proposed Factor of .073087 is lower than the current factor of .073379. Glessner moved, seconded by Buzzard to approve the Factor as submitted. The motion was approved unanimously.

By consensus, the Spring Town Wide Clean up was scheduled for May 7-12.

Jeff Souder of the Warren Area Chamber of Commerce reported that lumber is being procured and that work should soon be underway on building of the Stage in the park being constructed by the Chamber. A fourteen foot tree pine tree has been ordered and will be placed within the park to serve as the Town Christmas Tree if and when a tree is not donated for placement at Town Hall.

Marshal Spitler submitted the March Activity Report. Requested was participation in the Department of Justice Bullet Proof Vest 50/50 Partnership Program through which two armor vests may be purchased at one half cost. Vests must be purchased through vendors approved in the program. Glessner moved, seconded by Buzzard, approval of the request. The motion was approved unanimously. In further business, Council noted Spitler's presence and patrol in and around Salamonie School area. Assistant Marshal Caley will also be scheduling time in the school on occasion during the day as part of his work week as requested by Council.

Poulson, as Fire Chief, submitted the March Activity Report. Building of the Tanker for the Fire Department is completed with delivery set for April 29th. Poulson reported that helmets will be purchased with monies allocated through Historic Warren's fund drive.

Poulson, as Utility Manager, reviewed at Well Inspection Report as prepared by Peerless Midwest. Well #1, now sixteen years old and the oldest well, should be scheduled for overhaul due to regular wear and tear at the estimated cost of \$25,000. No action taken. Well #2 was just replaced during the past eighteen months and work was done on Well #3 in 2015 and 2016. High Service Pumps are all in satisfactory condition. A quote from J&K Communications for replacement of a non-functioning warning siren in the area of Langton Estates in the amount of \$2977, including shipping, was submitted. Buzzard moved, seconded by Stivers to approve the quote. The motion was approved as submitted. Poulson reported that the other six warning sirens are working at this time. Submitted were quotes for the refurbishing of the pavilions and block building at Tower Park as follows:

Linker Construction	\$17,125
Zeller Construction	\$10,300

Following discussion, Glessner moved, seconded by Buzzard, to accept the quote of Zeller Construction. The motion was approved unanimously. Poulson reported that the previous summer employee would not be available for most of the upcoming season. By consensus, Council directed the program continue by offering employment to a college student, including 2018 graduating high school students. Applications can be requested at Town Hall.

The next meeting of Town Council is scheduled for May 14th.

The 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

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Town Council:

As _____ President
Julia Glessner

As _____ Member
Steve Buzzard

As _____ Member
Tracey Brown

As _____ Member
Ethan Stivers