

Minutes of Regular Meeting, November 14, 2016

The Town Council of the Town of Warren met Monday, November 14, 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, Steve Buzzard, Tracey Brown, Julia Glessner, Ethan Stivers (absent); Clerk-Treasurer, Marilyn Morrison; Employees, Lee Poulson and others.

President Glessner called the meeting to order at 4:00 pm.

Mark Jesse and Jamal Anabyawi of D&Z Engineering submitted a proposal for engineering services in regard to development of a Comprehensive Pavement Inventory and Management Plan) in preparation for grant submission to INDOT. The five year plan will form the basis for the grant submission and includes drainage, streets, and sidewalks with a rating system to identify areas most in need. Following further discussion, Glessner moved, seconded by Buzzard to accept the contract in the amount of \$10, 980. The motion was approved unanimously. Work will be underway immediately. The project will be in conjunction with the Town's Civil Engineer, Commonwealth Engineering

A public hearing was opened at the request of Department of Community Development for action on the property at 907 N. Main. The property had been purchased in a tax sale but proposed improvement of the property has not happened. Marla Stambazze of the Department updated progress on the property. Following the closing of the Public Hearing, Council, by consensus, opted to modify the original order as recommended to allow time for submittal of a repair schedule by the owner setting November 28, 2016 as the deadline.

A public hearing on Ordinance 2016-2 was opened. A review of the ordinance was given but no public comments were made and the hearing was closed. Buzzard moved, seconded by Glessner to adopt Ordinance 2016-2 and the motion was approved unanimously. The ordinance updates testing and connection sections of Town Code and has been approved by IDEM.

Sealed quotes were received for two snow plows as advertised. Top bidders were Heritage Point at \$2,020 and Jay Shaw at \$2,321.68. By consensus, the bids were accepted.

Council reviewed the Notice to Bidders for purchase of a Tanker Truck for the Fire Department. Bids are to be opened at the December 19, 2016 meeting of Town Council. The purchase cost is covered jointly by the Town of Warren and Salamonie Township.

Ashley Bergeon of UniFirst Corporation submitted a quote for provision of rental clothing, mats, etc. Council took the matter under advisement. Cintas is the current provider.

The December meeting of Council has been rescheduled for December 19<sup>th</sup>.

Acting upon a request from the Department of Community Development for addresses for emergency responders, Council, by consensus, established the following addresses:

Entrance off of Grover	126 N. Grover
Water Treatment Plant	106 N. Grover
Tennis Courts	108 N. Grover
Entrance off of Third	700 E. Third Street

By consensus, Council opted out of rejoining Huntington County Chamber of Commerce due to the local Chamber being involved.

Fletcher Sabinske reported that the Eagle Scouts project in Tower Park has been completed. The GaGa Pit has been installed and is being used.

In the absence of Marshal Spitler, Council reviewed quotes for purchase of a 2017 Ford Explorer Police Interceptor as follows:

Crain Ford	\$31,600
City Ford	\$32,267
Southworth Ford	\$31,433

Following discussion, Buzzard moved, seconded by Brown to accept the quote of Crain Ford. The motion was carried unanimously.

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Poulson, as Fire Chief, reported that five members had completed and passed the First Responder Class.

Poulson, as Utility Manager, updated projects noting that Salamonie Heights project is complete with removal of poles and wiring left, Crop Production Service project of placing service underground is nearing completion, and Christmas lighting preparation is being completed prior to the Walk of Trees on November 18<sup>th</sup>. Poulson has scheduled to attend a meeting on December 8<sup>th</sup> in Gas City to earn credit hours for licensing.

Announcements were as follows:

December 19                      Next Regular Meeting  
November 24, 25                Closed for Thanksgiving

Accounts Payable Register was approved as submitted.

Greg Guerrettaz, Financial Solutions Group and Town’s Financial Consultant, presented rate reviews for the Electric, Water, and Wastewater Departments. Citing that the Electric Department continues to maintain balances and that the Wastewater Fund, while future projects may require adjustment to rates, has also maintained balances, the Water Utility was the focus of discussion. As the Comprehensive Plan for the Town includes the need to replace the over sixty year old tower in Tower Park at the estimated cost of \$750,000 and the installation of a new well is currently underway to replace a well that is non-operational at the cost of \$100,000 to complete, it is necessary to consider a rate increase. While the well work is underway out of necessity, the Tower replacement project has not been engineered. A grant will be sought to offset the cost of the Tower but matching funds will be necessary. Engineered estimated costs to refurbish and bring the existing Tower up to code was set at \$300,000 which would have also required a rate increase Council had previously determined that refurbishing at that cost was not a viable option. The recommended rate increase of twenty percent would see increases of approximately \$4.29 per month for users of 3333 gallons per month or less with users of 11,000 gallons per month seeing increase of \$12.54 per month. The average residential usage is 5,000 gallons and that increase would be \$6.09 per month. The rate increase could go into effect as early as March 1, 2017. Buzzard moved, seconded by Glessner, to proceed with steps necessary for the rate increase. The motion was approved unanimously.

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

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

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

As \_\_\_\_\_ Member  
Ethan Stivers (Absent)