

## Minutes of Regular Meeting, April 17, 2017

The Town Council of the Town of Warren met Monday, April 17, 2017 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, Steve Buzzard; Tracey Brown; Clerk-Treasurer Marilyn Morrison; Employees, Lee Poulson, Dennis Spitler; Huntington County Tab reporter and others.

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

Minutes of the meeting of March 20, 2017 were approved as submitted.

Steve Darnell, Superintendent of Southern Wells Schools, was introduced. Citing that students from approximately fifty Huntington County families in the Warren area are enrolled in Southern Wells and the need to move the location of the current bus stop from the SR 3- SR 218 area due to safety reasons, Darnell submitted a proposal for the use of Tower Park as a bus stop in the 2017-18 school year. The circular drive, publicly maintained area, and accessibility from SR 218 were cited for reasons. Morrison reported that the Town's insurance representative had been contacted and the current Town insurance package would not have to be amended but a Proof of Insurance from Southern Wells would have to be filed. Following discussion, Stivers moved, seconded by Buzzard to approve the request. The motion was approved unanimously. Council Members and the Superintendent did stress that the move was not meant to be a recruitment of students for Southern Wells but was rather the addressing of a current problem. Stops will also be placed in Montpelier and Pennville.

Morrison reported that the property at 315 N. Main Street which had been under a demolition order had been purchased. A representative of the Department of Community Development reported that the order would be automatically lifted.

Discussed was a standard non-disclosure agreement with IMPA (Indiana Municipal Public Agency) currently in negotiation with IMMMDA (Indiana and Michigan Municipal Distributor's Association) of which the Town is a member. A contract with AEP (American Electric Power) is scheduled to expire in two years and negotiations with other entities are underway. Acting upon advice from IMMMDA attorneys, Glessner moved, seconded by Buzzard, to sign the agreement. The motion was approved unanimously.

A request to use tables and chairs from Assembly Hall for the fund raiser for the Salamonie Summer Festival Benefit Dinner was approved by consensus.

Spring clean-up was set for the week of May 1<sup>st</sup> following the same rules and procedures as used previously.

Chamber of Commerce has set the annual Flavors of Fall Fund Raiser for September 16<sup>th</sup>. Proceeds go toward community projects.

An invoice from Keystone Consulting (Municipal Software Providers) for annual maintenance was submitted in the amount of \$7,630. The fee covers updates, maintenance, and help desk assistance for Payroll, Utility, Fund, and Radio Read Meter software issues. Buzzard moved, seconded by Stivers to approve payment of the invoice. The motion was carried unanimously.

Morrison reported that representatives of PayGov, a system for making payment online, had been on site and had installed the basic software for use of the program. Other steps are necessary before it is implemented. More information will be made available in a newsletter.

Marshal Spitler submitted the March Activity Report. The recently purchase vehicle should be outfitted and ready for use within the next week. By consensus, Council determined that the 2006 Tahoe would be sold.

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Fire Chief Poulson submitted the March activity report. A door at the Fire Station has been damaged but no cost estimate for repair is available at this time. The sale of product from Lengerich Meats is underway as a Fund Raiser for the Department.

As Utility Manager, Poulson updated the Second Street Lighting project noting that trees have been removed and the area cleared. Concrete work is to begin the last week in April and the poles, pedestals, and other needed material have been delivered. Also reported was that concrete barriers had been placed along River Street in the erosion area and that the installation of new storm sewer pipe damaged in the area had been replaced. Two more barriers will be needed to complete the project. Each barrier weights approximately two tons so delivery and installation have to be scheduled. The Town's sirens have been reprogrammed and are now only on the Huntington County frequency. A driveway has been cut in at Tower Park to allow for access to the area of the new well so that a well house can be constructed. That work should also begin within the next week. Two electric pedestals have been installed in Tower Park to provide additional hook ups. Two employees have been scheduled for a May 25<sup>th</sup> workshop which will provide continuing education hours needed by both.

The next regularly scheduled meeting of Town Council is May 8, 2017.

The Accounts Payable Register was approved in the amount of \$526,332.60.

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