

Minutes of Regular Meeting, July 10, 2023

The Town Council of the Town of Warren met Monday, July 10, 2023 in a Regular Meeting at Assembly Hall, Council Meeting Room, 131 N. Wayne St, in accordance with rules of Council and applicable law.

Those present were: Council Members, Steve Buzzard, Tavis Surfus, Michelle Schweikhardt, Jeremy Rufener; Clerk-Treasurer, Marilyn Morrison; Employees, Lee Poulson, Dennis Spitler; others.

Minutes of the Regular Meeting of June 12 and the Special Meeting of June 17 were approved as submitted.

Under Citizen's Comment, a contingent of individuals with involvement in the Warren Baseball Association were present. As some expressed dissatisfaction, others expressed support. As the League operates on its' own rules, Council did not take any action but offered the meeting space if the group wished to continue discussion at a later time.

- Fire Department – Chief Poulson submitted the June Activity Report and requested permission to obtain quotes for sealing of the parking lot at the Station. Council concurred.
- Chamber of Commerce – Jeff Souder stated that Golf Cart parking during concerts at Riverside Park was an issue. Requested was that parking from the Post Office Building to Main Street be designated only for Golf Cart parking during concerts. Following recommendation from Marshal Spitler, Council concurred with the request.
- HCUED – No report.
- Historic Warren – Phase 3 at Riverside Park being completed, Mural on 'The Exchange' complete, and bench at the mural donated by the Bill and Marilyn Bradford.'
- Continued discussion of purchase of a fire truck through HGACBuy was held and as approval of the process had been received through Salamonie Township, Surfus moved, seconded by Buzzard, to proceed. Unanimous approval of the motion. Morrison will proceed with filing membership forms to start the process.
- Ordinance 2023-2, a Zoning ordinance setting forth rules and regulations for placement of non-conventional storage structures was submitted for consideration of Adoption as Public Hearing had been held at previous meeting. Buzzard moved, seconded by Schweikhardt, to adopt Ordinance 2023-2. Voting aye were Buzzard, Schweikhardt, Surfus. Voting nay was Rufener. Ordinance adopted.
- Time Schedule for the Wayne Street Restoration Project was reviewed with advertisement of bid being July 8th and 15th, acceptance of bids on August 1st, Award of bid scheduled for August 7th in Special Meeting of Town Council. The project is expected to last nine months with anticipated end date of May 2024. Project funding is supported with a \$1,000,000 dollar grant through the Indiana Department of Transportation's Community Crossings and Bridge Grant.
- An email from Ben Adams, Commonwealth Engineering, reporting that bids on projects in two other communities had been positive and recommending that bidding on the two sewer projects be done in August 2023 was read to the Council. Surfus moved, seconded by Buzzard, to move forward with August bidding. Unanimous approval.
- In further discussion about purchase of a transformer for Crain Ford installation of charging stations, by consensus, it was determined to keep the project on hold pending further direct information from the business.
- Due to the hiring of a real estate attorney from Barrett McNagny, a Contract of Engagement was submitted for approval from that firm. Rufener moved, seconded by Buzzard, acceptance of the document. Unanimous approval.
- As the Water Tower project has been substantially completed, a compliance form from Jackson Construction as required by OCRA (grant agency) was submitted for signature. Buzzard moved, seconded by Rufener, that the document be signed. Unanimous approval.
- In further discussion related to the EPA mandated Lead/Copper Rule, a Task Order in the amount of \$9000 was submitted by Commonwealth Engineering to oversee the project as had been requested by Council. Surfus moved, seconded by Buzzard, to approve the document. Unanimous approval.
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- Morrison reported on a meeting held with State Revolving Loan Fund (SRF) representative, Ben Adams of Commonwealth Engineering, and Greg Guerrettaz of Financial Solutions Group regarding Town inclusion in an EPA/SRF proposed pilot program to check water systems for possible PFAS chemicals in residential tap water. The program would totally be funded through EPA through SRF and would not require local financing. As the program is in the pilot stage, initial approval can be rescinded at any time by notice to SRF. Following recommendation from Guerrettaz and Adams, Surfus moved, seconded by Buzzard, to move forward with the project. Unanimous approval.
- Employee benefits for 2024 except for wages were discussed. No decision.
- Accounts Payable Register in the amount of \$241,786,12 was approved as submitted.
- Financial Reports – June Fund Report and Appropriation Report submitted.
- 2024 Budget preparation discussion with Morrison noting that due to Fire Truck Purchase and Wayne Street Project the budget totals could/would show some differences from 2023. Other than that, the proposed budget to be submitted would remain much the same. Morrison will be meeting with the area representative of the Department of Local Government Finance on July 17th for general discussion in regard to the Budget.
- Morrison requested Council approve filling the vacant position of part time utility clerk. Council concurred and set the wage at \$16.00 per hour for 20 hours or less per week.
- Morrison announced the Clerk’s Office would be closed on Friday, July 21st so that she and the Deputy could move records and documents to the audit room, and document sorting in the second floor records room.
- Utility Manager Poulson reviewed June projects and those planned for July including hauling of sludge, lawn mower repair, sell of old vac truck. Council requested a quote on replacement of the mower. More discussion will be held on tree trimming project.
- Council, by consensus, agreed with a proposal from Morrison to contact builders to replace the large pavilion at Tower Park as that company would be versed in permitting through the Indiana Department of Homeland Security which is necessary to move the project forward. A list of vendors will be prepared.
- The next Regular Meeting of Town Council is scheduled for August 14th.
- General discussion held on moving forward with hiring of a utility employee. No firm decisions made.
- There being no further business to come before Council, the meeting was adjourned.

Warren Town Council

As _____ President As _____ Member
Steven Buzzard Michelle Schweikhardt

As _____ Member As _____ Member
Tavis Surfus Jeremy Rufener (Absent)

ATTEST:

As _____ Clerk-
Marilyn Morrison Treasurer