

Minutes of Regular Meeting, Monday, March 8, 2004

The Town Council of the Town of Warren met Monday, March 8, 2004 for a Regular Council Meeting at Assembly Hall, Council Meeting Room, 131 N. Wayne Street, in accordance with the rules of this Town Council and applicable law.

Those present were: Council Members, David Scheib, Harold Jones, Bill Cartwright, and Ron Neff; Clerk-Treasurer, Marilyn Morrison; Employees, Larry Poulson, Steve Donnelly, Darrel Bice; Others, Warren Weekly Reporter, Huntington Herald Press Reporter, Ruth Herring, Tim Ford and others.

President Jones called the meeting to order at 6:30 p.m..

Minutes of the Regular Meeting and Special Meeting of February 23, 2004 were approved as submitted.

Three persons, Kevin Smith, Rochelle DeHaven, and Marcy Hawkins, all of the Mt. Etna/Lancaster area presented a request that the Town Council consider extension of the Warren municipal wastewater system to that area in addition to the Majenica area. Submitted were maps detailing two proposals for extension. Council took the matter under advisement noting the engineer would be contacted for input.

Ruth Herring, President of the Advisory Park Board, reported that a walk-through of Tower Park had been scheduled for Friday, March 12 at 4:30 p.m.. The Park Board had received a letter from a citizen requesting that repair or replacement of the Tennis Courts at Tower Park be considered. Further review will be done. Council concurred with the plan to use Gebhart's Nursery to fill baskets and do work at the War Memorial with PJ's to do work for landscaping. In addition, Girvin Tree Service will be contacted for trimming of trees within Tower Park.

President Jones scheduled a Special Meeting for March 22nd at 4:00 p.m. at Assembly Hall. Greg Guerrettaz, Financial Solutions Group, will be meeting with Council and members of the 'Our Town' Committee in regard to financial planning for downtown revitalization projects. At 5:00 p.m., Ben Adams of Schnelker Engineering will be meeting with Council in regard to the Wastewater Improvement Project and the request for connection of outlying areas to the Municipal Wastewater System. A letter is to be prepared and sent to those current users who have previously been notified that connection of their service to the new sanitary lines would be necessary. Bice is to have specifications for the proposed paving project available at the next regular meeting of Council.

Following discussion and by consensus, Bice was directed to order a load of wood poles, thirty to forty, for the Electric Distribution Upgrade Project at the cost of \$350-\$500, dependent on size. Fifty poles are scheduled to be replaced by Town employees. Council requested a schedule for the pole replacement work.

Also, by consensus, Bice was directed to complete the tree replacement portions of the wastewater and electric projects. A total of twenty six trees are to be planted. Bice requested that an addition four trees be purchased to place at the site of the wastewater treatment plant. Council concurred with the request. Bice is to work with Steve's Landscaping as recommendation has been received from that company regarding the correct type of tree for each area.

President Jones noted that request for bids for sanitation/recycling had been published and that bids would be accepted at the March 22nd meeting of Council. Morrison reported that three vendors had requested bid packages.

Morrison reported that upon review of the Town Code, only certain sections were in need of further update and recommended that she and Scheib work on the project and present recommendation to the Town Council, eliminating the need for a Special Meeting at this time. Council concurred with the recommendation. The annual re-codification of ordinances will be done as scheduled.

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By consensus, Council approved recommendation from the Park Board that Ben Herr be hired to do landscaping of the SR 218 entrance signs. Plans are to be submitted to Council for consideration and approval.

President Jones, with support of members, directed Larry Poulson to complete the electrical outlet upgrade in Assembly Hall and remove all equipment prior to the May 14th and 15th Arts Festival, citing it had been ongoing for too long. In addition to esthetics, the unfinished project presents a safety hazard.

President Jones read a statement from Mike Terry, benefit insurance agent, citing a quote from Anthem Insurance for coverage. At the current level of insurance and due to the claim history and age of those in the group, the coverage was quoted at \$2500 per month more than the current plan. A Special Meeting was scheduled with MarkleBank Insurance for 4:00 p.m. on Monday, March 15th to discuss a proposal(s) from that agency.

President Jones summarized a letter from Warren Area Chamber of Commerce outlining display plans for the March 20th and 21st Huntington County Expo. Requested was that each member donate \$20 for costs related to that display. Approval given by consensus.

Following discussion, Spring Clean-Up Days were scheduled for Wednesday, May 5th from noon until 5:00 p.m. and Saturday, May 8th from 7:00 a.m. until noon. Roll-offs will be available at the utility garage. As trash is currently being hauled by Wabash Valley, a listing of items to be collected will be published following contact with that company.

President Jones requested that Bice work on alley repair as soon as possible due to the past months' weather. Bice reported that some filling has started that the ground remained too wet for grading. Potholes were being filled with cold mix.

Morrison reported that the IACT 'Indiana Downtown' staff person had done an on-site visit on March 5th to review progress of the program and future plans. Also discussed were funds received by IACT to be made available to 'Indiana Downtown' communities through funding provisions in the Federal Budget. The program has not been finalized and will be discussed at a Roundtable to be held in Bluffton on March 31st. Morrison and Brady Smekens, Chairman of "Our Town" will be attending the Roundtable.

President Jones summarized a letter from INDOT asking for Town participation in the Annual Trash Bash. Required would be sweeping of the state highway portion of local streets in April. Council concurred with the INDOT request.

Morrison summarized notification from IACT regarding the need to certify employees for mosquito spray application under a new rule by the Pesticide Review Board and approved by the Governor. Training will be conducted by IACT through the State Chemist's Office. Council members discussed the need to have at least two employees certified prior to the mosquito spraying season. Further information should be available by the next regular meeting.

Taken under advisement was a quote from Domestic Uniform Company for rental of uniforms and other items. The Town currently uses Cintas and had not requested quote on the service. Further review will be made of the quote.

Morrison submitted the February financial report noting addition of two funds related to debt service in the wastewater account. Morrison reviewed the 2004 business plan citing purchases planned and the need for formal extension of the plan from 2006 through 2010 as projects for those years are currently listed as tentative. Council took the matter under advisement pending Morrison's review of the plan with Guerrettaz. Morrison reviewed the latest update from the Attorney related to utility collections. Also discussed was the amended CEDIT information from the County Auditor's office as the first draw notification was based on assessed value instead of population. Morrison further updated with additional information regarding the use of credit cards for payment. A proposal from National City will be available by the next regular meeting of Council.

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Bice reported that Well #3 was not working due to an apparent electrical malfunction. Peerless Midwest had been contacted and would be on-site on Tuesday for inspection.

Fire Chief Ford reported that the Fire Department was scheduling inspections of downtown buildings for mapping of utility connections and related details in case of emergency. The documents will be carried in the main pumper for use at the scene. The CPR training will be completed by April 17th. Being considered is offering a free CPR training course to members of the public. A presentation is being planned for presentation to the Council on March 22nd detailing reapplication to ISO for review of insurance rating and possible purchases of equipment and steps necessary for such a review. Township officials will be invited to the presentation. Submitted was the department's February activity report.

Marshal Donnell submitted the Police Department's February activity report. Requested by Donnelly was that consideration be given to repair or replacement of the gas pumps at the utility garage as the internal gauges are difficult to read. Council members requested that Bice contact area gas/convenience store operators for information.

IACF has scheduled area workshop on public financing. If wanting to attend, Council Members are to notify Morrison so that reservation can be made.

Jones moved, seconded by Cartwright, approval of accounts payable vouchers as follows:

Electric	74-104	\$ 82,869.31
Water	77-111	\$ 75,221.33
Wastewater	59-90	\$ 76,077.35
Sanitation	6	\$ 50.00
General	99-146	\$107,056.14

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

Approved by Town Council:

Harold Jones As President

Bill Cartwright As Member

Ron Neff As Member

David Scheib As Member