

Minutes of Regular Meeting, April 12, 2004

The Town Council of the Town of Warren met Monday, April 12, 2004, for a Regular 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, Bill Cartwright, Ron Neff, David Scheib and Harold Jones; Clerk-Treasurer, Marilyn Morrison; Employees, Larry Poulson and Dennis Spitler; Others, Ruth Herring, Tim Ford, Warren Weekly Reporter and others.

President Jones called the meeting to order at 6:30 p.m. and announced that bids would be opened for sanitation service contract for the Town. Bids were as follows: Pathfinders of Huntington, \$6.37 per unit; Wabash Valley of Wabash, Fort Wayne, \$8.30 per unit; D&T Trucking of Decatur, \$7.25 per unit. Cartwright moved, seconded by Neff, to take all bids under advisement pending review by the attorney and that award of contract be on the council agenda for the April 26th Regular meeting. The motion was approved unanimously.

Minutes of the Special Meeting of March 22 and of the Regular Meeting of March 22 were approved as submitted.

Ruth Herring, President of the Advisory Park Board, summarized a quote from Girvin Tree Service of Markle in the amount of \$100 per hour with estimated time of twenty five to thirty hours for removal and trimming of trees in Tower Park. Cartwright moved, seconded by Scheib, that the quote be accepted. The motion was approved unanimously. Herring also reported flowers had been ordered for the Tower Park and for Town planters. Reviewed was the Park Board's plan for establishment of a memorial area in the name of Jackie Huffman, former Council Member, at the War Memorial to enhance the placing of a park bench by the family. Council concurred adding that the plan should be completed by May 30th as the family will be dedicating the bench and plaque at that time. Council also concurred with the request that Ben Herr Landscaping be hired to prepare the ground for the flower beds and flagstone walkway.

Submitted for Council review was the advertisement for bids for the proposed paving project and the schedule for acceptance of bids. Introduced was Resolution 4-2004, a resolution to make appointment to a common construction wage committee as required by state statute for public works projects. Jones moved, seconded by Cartwright, to adopt Resolution 4-2004. The motion was carried unanimously. The meeting of that committee is set for April 19, 2004 at 10:00 a.m. at Assembly Hall. Attorney Hartburg will be sending notice of the meeting to those persons involved.

Poulson reported that electric poles had not yet been shipped for the pole replacement project and that trees had been ordered for the replacement portion of the wastewater and electric projects.

Morrison submitted quotes for a folder/inserter as following: Pitney Bowes, Folder only, \$4,356; Pitney Bowes, Folder/Inserter, \$8,184; Pitney Bowes, mailing center (folder/inserters/postage), \$17,490; IMPAC, Folder/Inserter, \$3395. Morrison recommended the IMPAC equipment citing service would be from Fort Wayne, training would be included, and sealing can be done manually. Neff moved, seconded by Cartwright, to purchase a Folder/Inserter from IMPAC at the cost of \$3395. The motion was approved unanimously. The equipment will be necessary for the new system of billing to be in place by June 1.

Morrison reported a meeting had been held on March 25th with Alan Hamersly and Toby Stephens of Butler Fairman Seufert Engineering to review the INDOT Enhance Grant Application. Submitted twice and not approved for funding, recommendation was made by Hamersly to amend the grant application. Morrison reviewed a list of recommendations from Hamersly. As part of the engineering recommendation, Resolution 3-2004, a resolution detailing that funds for match to the proposed project were already in place, was introduced and read. Jones moved, seconded by Cartwright, adoption of Resolution 3-2004. The motion was approved unanimously.

Reviewed by Council was a proposed consulting engineering contract with Spectrum Engineering. The contract amount would be a not-to-exceed amount of \$3500 annually and would allow for day to day electrical engineering operation support. Invoicing would be submitted monthly per services provided. Jones moved, seconded by Neff to approve the contract. The motion was approved unanimously.

President Jones scheduled a Special Meeting for April 26th at 5:00 p.m. to meet with Mike Terry, agent for current employee medical/benefit insurance, for discussion of alternatives to the current system.

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Submitted for Council approval was Phase II Secondary Plat for the Dogwood Glen Villa housing development project. The meeting of the Development Committee had been attended by Bice who had recommended Council approval of the Plat Plan. Scheib moved, seconded by Cartwright, to approve Phase II of Dogwood Glen Villa Project. The motion was carried unanimously.

Following discussion, Jones moved, seconded by Neff, approval of submission of application for highway closing to INDOT by the Salamonie Summer Festival Committee for July 2nd through the 4th. The motion was approved unanimously.

President Jones announced that the April 13th meeting of HCUED would be held at Warren Assembly Hall at 8:00 a.m. and that a WHARMM meeting is scheduled in Roanoke on April 19th at 7:00 p.m..

Submitted was invoicing from Keystone Consulting, software suppliers, for the annual maintenance contract in the amount of \$4700. Neff moved, seconded by Scheib, approval of the invoice. The motion was approved unanimously.

Morrison submitted and reviewed the March financial report. Also submitted was an investment report detailing purchase of two certificates of deposits from National City Bank and reinvestment of two certificates of deposit at MarkleBank for a twenty four month period. Morrison reported that the office would be closed on Monday, April 19th for conversion of the utility billing to windows. The scheduling change was due to Keystone Consulting being unable to be on site on April 14th.

Submitted for Council consideration were two requests for sewer credit due to water leaks. Both were denied as the utility department could not confirm that the water did not enter the sewer system.

Tim Ford, Fire Chief, submitted the March activity report for the department.

Marshal Donnelly had submitted the March activity report for that department.

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

Electric	105-152	\$365,609.07
Water	112-158	\$ 15,497.90
Wastewater	91-128	\$ 50,403.23
Sanitation	7-16	\$ 6,720.00
General	147-213	\$443,021.55

The motion was approved unanimously.

General discussion was held.

There being no further business to come before Council, the meeting was adjourned.

By _____ Clerk-
Marilyn Morrison Treasurer

Approved by Town Council:

_____ as President	_____ as Member
Harold Jones	Bill Cartwright
_____ as Member	_____ as Member
Ron Neff	David Scheib