

Minutes of Regular Meeting, April 14, 2003

The Town Council of the Town of Warren met Monday, April 14, 2003, for a Regular Meeting in the meeting room of the Town Hall Annex, 131 N. Wayne Street, in accordance with the rules of this Town Council and applicable law.

Those present were: Council Members, Ron Neff, Bill Cartwright, Chod Boxell and Harold Jones; Clerk-Treasurer, Marilyn Morrison; Employees, Dennis Spitler, Darrel Bice; Others, Huntington Herald Press Reporter, Warren Weekly Reporter, David Scheib, Tim Ford, Brady Smekens, Millie Border, Bob Bauer, and David Isaacson of Spectrum Engineering.

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

Minutes of the Regular Meeting of March 24th were approved as submitted.

Bob Bauer, President of the Langton Estates Homeowner's Association, filed a complaint in regard to noise related to operations of Heartland Aluminum. He reported on actions taken by the Association and on details of the complaint being filed. Council requested that Bauer file a copy of correspondence that had been sent to the owner of the facility and took no further action on the matter allowing for further review.

David Scheib, President of the Advisory Park Board, reported on the Park Board meeting held previous to the Council Meeting. Updated was a list of maintenance issues compiled during the fall of 2002 and spring of 2003 Tower Park inspections. Also reported was that Ruth Herring had begun work on spring/summer landscaping planning for the park and for the entrance sign on State Road 5. The next meeting of the Park Board is scheduled for May 12th.

Brady Smekens, chairman of the "Our Town" committee, reported on the progress of planning for the May 17th Arts Festival. Submitted for Council consideration was a written request to close specific areas of Second, Third, and Main Streets as detailed. Along with that request, Morrison submitted application to INDOT for closing of SR 5 from Fifth Street to First Street that would require Council approval. Jones moved, seconded by Cartwright, approval of the requests. The motion was approved unanimously. Also submitted by Smekens was a summary of services needed from the Town including water and electric availability, police presence, trash collection, and restroom facilities. A further request was that steps be taken to repair streets in the area of the festival that have been cut as part of the wastewater project. Following discussion, President Jones requested that Bice contact the engineer to work with the contractor on the patching/ repair of First, Second, and Third Streets from Matilda to Nancy Streets.

Dave Isaacson of Spectrum Engineering updated Electric Utility Projects. The vegetation control project has been completed with the line upgrade underway. Boxell requested that Spectrum notify the contractor of the upgrade project to clean-up and repair areas as the work is completed. Isaacson reviewed the pole inspection/treatment project and submitted a cost estimate of less than \$25,000. Total cost cannot be determined due to the nature of the project, as inspections will determine the treatment of each specific pole. Recommended was that the project be priced by unit cost to allow for adaptation as necessary. Also recommended was submission of request for quote to at least three of four area contractors. Spectrum Engineering has had no involvement with the fourth contractor although reports had been favorable. Following discussion, Boxell moved, seconded by Neff, to approve solicitation of quotes for a pole inspection/treatment project to four companies/contractors as listed. The motion was approved unanimously. Isaacson submitted paper copy of information now being developed on a data base to track pole locations, use of pole, etc.. When finished, the database will be added to utility computers so that records can be maintained.

President Jones reported that the next progress meeting for the wastewater project is scheduled for April 29th at 9:45 a.m. in the Annex. Jones read recommendation from Jim Lauer, Schnelker Engineering in regard to Change Order #4, Indiana Construction, in the amount of \$3,734 for removal and replacement of unsuitable soil at the site of sewer plant construction. Jones moved, seconded by Boxell, approval of Change Order #4. The motion was approved unanimously.

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Morrison reviewed documentation from Keystone Consulting detailing renewal of the software maintenance contract. The contract will also cover licensing fees necessary to support the software upgrades currently underway. Boxell moved, seconded by Neff, approval of a maintenance contract with Keystone Software in the amount of \$5,021. The motion was approved unanimously. Morrison reviewed an invoice from Keystone Software in the amount of \$2,995, previously approved, but with an additional stipulation that one-half the cost be paid prior to installation, a new company policy. Installation is scheduled for April 23rd. Following further discussion, Boxell moved, seconded by Cartwright, approval of payment in the amount of \$1497.50 to Keystone. The motion was approved unanimously.

Morrison submitted a copy of the Town of Warren brochure as being revised by the Warren Chamber of Commerce requesting that members review and make suggestions. Members generally reviewed the brochure but noted that the Chamber had done extensive work on the project and that the committee's work was to be commended. Noted was that the Town Council had contributed to previous brochure projects. Morrison is to check with Chamber officials regarding the cost of the project.

Jones reported that contractors developing the United Methodist Memorial Home Dogwood Villa Project had contacted Morrison regarding connection to the water and sewer lines. Morrison reported that the information necessary for calculation of connection fees had been submitted to Greg Guerrettaz, financial consultant, for calculation. Tap fees had been waived. A preliminary report, scheduled for review at this meeting, had not been received. Morrison will notify Guerrettaz that the matter can be discussed at a special meeting being scheduled within the next few days in regard to other matters.

President Jones announced that the quarterly W.H.A.R.M.M. meeting has been scheduled for Monday, April 21st at 7:00 p.m. in Roanoke.

Morrison reported that Stewart Brimner, insurance agent for Town liability coverage, had been contacted in regard to the Art's Festival. Initial indication was that an additional premium would be necessary but following review, the question of coverage was submitted to underwriters as festival coverage is found in the general liability policy. Further detail should be available within the next week.

Morrison reviewed the March financial report as submitted. Morrison also reported that Cindy Yeiter, County Treasurer, had called to officially notify Council that there would be only one 2003 tax distribution due to reassessment and that the monies would not be received before October, probably November, due to late tax billings.

Bice submitted a list of questions he had developed in regard to the wastewater project and as related to questions from citizens. Recommended was that Council schedule a meeting with the Engineers to develop an informational checklist to be available to address concerns. President Jones, in discussion with Council, directed Bice to schedule a meeting as early as is possible. Bice submitted the following quotes for purchase of a welder: Hobart, \$1494.97; Welders Service Inc, \$1521; Northern Equipment, \$1579. Recommended to Council was that consideration be given to Welders Service, Inc as the Town had previously dealt with that company. Following discussion, Cartwright moved, seconded by Neff, that the quote of Welders Service Inc be accepted for purchase of a welder. The motion was approved unanimously. Bice requested approval for he and Rick Scheiman to attend the Spring Indiana Municipal Electric Association Conference in Crawfordsville on May 7th and 8th. Council concurred.

Fire Chief Ford submitted the March activity report and a financial report of the Fire Association. Also reported was that training of newly appointed firefighters was going well and that applications for a FEMA and DNR grants had been submitted.

Announcements were as follows:

April 28	Council Meeting
April 18	Holiday, Utilities and Office Closed
April 21	7:00 p.m, W.H.A.R.M.M., Roanoke
April 23	Payroll Upgrade, Keystone
May 6	Office closed, Primary Election
May 17	Art's Festival

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Neff moved, seconded by Boxell, approval of Accounts Payable Vouchers as follows:

Electric	102-160	\$200,424.04
Water	111-159	\$24,006.04
Sewer	86-125	\$284,648.05
Sanitation	5	\$3180.00
General	117-184	\$77,398.74

The motion was approved unanimously.

General discussion was held.

There being no further business to come before Council, the meeting was adjourned at 8:35 p.m..

By _____ Clerk-
Marilyn Morrison Treasurer

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Approved by Town Council:

As _____ President
Harold Jones

As _____ Member
Bill Cartwright

As _____ Member
Ron Neff

As _____ Member
Chod Boxell