

Minutes of Regular Meeting, July 28, 2003

The Town Council of the Town of Warren met Monday, July 28, 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, and Harold Jones; Clerk-Treasurer, Marilyn Morrison; Employees, Darrel Bice, Larry Poulson, Dennis Spitler; Others, Warren Weekly Reporter, Jack and Barb Trosper.

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

As a Special Order of Business, President Jones announced the opening of a public hearing related to the proposed vacation of an unimproved portion of Hendricks Street. Asking for public input and hearing none, the public hearing was closed.

Minutes of the Regular Meeting of July 17th were approved as submitted.

Ordinance 2003-1, an ordinance closing an unimproved portion of Hendricks Street, was read on introduction.

Bice reviewed progress of the electric system upgrade and reported that the pole inspection/tagging project will start upon completion of the upgrade project.

President Jones announced that a progress meeting has been scheduled for Tuesday, July 29th at 9:30 for review of the wastewater project. Following discussion and review of the engineer's recommendation, Jones moved, seconded by Neff, approval of Change Order #6, Indiana Construction, in the amount of \$5012. The motion was approved unanimously. Following discussion and review of the engineer's recommendation, Jones moved, seconded by Cartwright, approval of Change Order #2, Sullivan Excavating Contract A-1, a reduction in total project cost in the amount of \$18,369.31. The motion was approved unanimously. Following review of project invoices and engineer's recommendations, the following invoice payments were approved by consensus as part of the wastewater system upgrade projects: Sullivan Excavating, Contract A-1, \$15,733.39; Sullivan Excavating A-2, \$29,166.47; Indiana Construction, Contract B, \$64,476.21; Schnelker Engineering, Inspection Fees, \$45,000.

Bice reported that quotes had been requested for replacement of the public restroom doors but had not yet been received.

Morrison reported that legal description and tax parcel information had been forwarded to Centennial Wireless for completion of paper work for installation of communication antenna on the Eleventh Street Tower.

Following review of the final grant document with Morrison detailing specifics as outlined by Bob Deal of USDA-Rd as to future sale of vehicle and reimbursement of monies, Jones moved, seconded by Cartwright, that the Town accept a grant in the amount of \$17,920 toward the total purchase cost of \$51,200 for a light brush vehicle, 'grass buggy'. Salamonie Township has approved paying \$16,640, one half of the remainder after the grant is subtracted with the Town initially paying \$34,560 with Rural Development reimbursing \$17,920. The motion was approved unanimously.

President Jones reviewed an invoice from General Plastics in the amount of \$3,264 for purchase of additional Christmas lighting. Council had, in a previous meeting, approved \$650 toward the Warren Area Chamber/Town project. Cartwright moved, seconded by Jones, payment of the Town portion of the submitted invoice. The motion was approved unanimously.

Discussed was a quote from Thompson Fire in regard to upgrade and replacement of Town owned fire extinguishers. Following discussion, Bice was directed to contact Thompson Fire requesting a more detailed evaluation of fire extinguishers including need to add to the number of those in service, inventory of vehicle extinguishers and possible trade-in of old units.

Neff will contact property owners for permission to place entrance signs at two sites, one on SR 218 E near the Mitchell Cemetery and SR 218/SR 5 W near Hy-Line Hatchery. If approval is given by those property owners, Sign Source will be contacted to take measurements, construct and erect the signs as previously approved. The Tourism grant for the project is a reimbursement agreement requiring payment of invoices before receipt of those monies.

Minutes of Regular Meeting, July 28, 2003 continued

Morrison submitted a request from National City Bank for closure of Nancy Street from First to Third Streets and Second Street from Main to Nancy for use as part of a Back-to-School Carnival to be held on the Civic Center grounds and on a portion of Nancy Street on Saturday, August 16th. The event will include events sponsored by the Warren Fire Department and the Warren Police Department. Neff moved, seconded by Cartwright, approval of the street closing request. The motion was approved unanimously.

Morrison reported that John Speidel, Jr of Butler Fairman and Seufert, engineering company for the streetscape project, will be attending a Council meeting for introduction and for review of the project. Speidel will represent the company due to the death of Nelson Steele who had been the local contact.

Morrison submitted request for sewer credits and action was taken by consensus as follows:

Huggy Bear, #6000000, \$334.97 due to leak in line, sprinkling, and pool fill, approved.

Chrystal Buzzard, #2208001, \$96.31, leak in line over two month or more period, approved.

Embree, #4492003, not approved as could not be verified leak was not outside of sewer system.

Morrison submitted renewal of a copier maintenance contract with Allen Business Machine for the Annex copier in the amount of \$35 per month which covering toner and cleaning. Cartwright moved, seconded by Neff to approve renewal of the contract. The motion was approved unanimously.

By consensus, approval was given to cover cost of up to four persons at cost of \$5 each to attend an Indiana Downtown Roundtable meeting to be held on August 6th in Warsaw. Warren is one of ten Indiana communities included in the IACT Foundation project.

Morrison reported a request had been received from the UMM Home for mosquito spraying. Following discussion and review of costs, the minimum charge was set at \$50 for each spraying event with one spray to be done to verify whether additional charge would be necessary. Further spraying would be done following the UMM Home approval of the charge.

Reviewed was information regarding an IPEP sponsored Loss Control Seminar on September 11th in Carmel. Personnel of the Fire Department, Utility/Street Departments, and Police Department have been notified of the event. Registration must be made by August 29th.

Notice to recertify street miles to INDOT for use in determining state funding through certain agencies has been received. Following discussion, Council directed that a survey of street miles be conducted to ascertain whether the current mileage, 8.81, is correct.

President Jones reviewed a letter from IDEM stating that the land application permit held by the Town will expire April 30, 2004 and that application to renew must be submitted 180 days prior to that expiration date. Bice reported application would be made as before and would be completed prior to October 1, 2003.

Bice reported that due to continuation of twice a week spraying, additional mosquito spray would need to be purchased at the cost of \$2433.70 for 55 gallons. Council concurred.

Larry Poulson questioned whether the Town would cover expenses of additional medical tests which might be necessary for renewal of his CDL license. Due to a medical condition, Poulson's renewal must be done annually with supporting medical test results. Council took the request under advisement pending further review as Poulson had not previously supplied any information regarding the matter.

Bice reported that problems exist with the lift station at the I-69 area and installation of a new pump could be several weeks away. In discussion, Council members requested Bice work with the engineer to rectify the situation as soon as possible. Bice updated utility/street projects and reported that four employees had indicated interest in applying for the WT III license necessary to operate the water treatment plant. November 14th would be the testing date with cost at \$30 per person. No decision made.

Minutes of Regular Minutes, July 28, 2003 continued

Tim Ford, Fire Chief, reported that due to moving from a '03 to '04 model to get a red chassis, the purchase cost of the grass buggy being purchased with a grant from USDA-RD would be an additional \$2500 to \$4000 dollars. Following discussion and by consensus, Council directed that the total cost of the truck and outfitting was not to exceed the original \$51,200 due to budgetary considerations. Further equipment can be purchased as part of the 2004 capital expenditure appropriation.

The next regularly scheduled meetings of Council are August 11th and 25th.

General discussion was held.

By _____ Clerk-
Marilyn Morrison Treasurer

Approved by Town Council:

As _____ President
Harold Jones

As _____ Member
Bill Cartwright

As _____ Member
Ron Neff

As _____ Member
Chod Boxell(Absent)