

Minutes of Regular Meeting, August 9, 2004

The Town Council of the Town of Warren met Monday, August 9, 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, Curt Day, Lee Poulson, and Mike Crago; Others, Warren Weekly Reporter, Huntington Herald Press Reporter, Dallas Heyde, and representatives of the First Baptist Church.

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

President Jones announced the opening of a scheduled public hearing on the 2005 Municipal Budget. Requesting public questions and discussion and hearing none, Jones closed the public hearing.

Minutes of the Regular Meeting of July 26th were approved as submitted.

Dallas Heyde, owner of Huggy Bear Convenience Store, submitted plans for remodeling of the current facility and site and requested Council approval for changes in access to the site from Matilda Street. Submitted to Council as part of the discussion were site plans. Following discussion, Jones moved, seconded by Cartwright, approval for access points as submitted in drawings of the site. In addition, a preliminary favorable recommendation was given to variances necessary for the proposal. The motion was approved unanimously. Notification will be forwarded to the Huntington County Department of Community Development.

Joe Wiley and others representing the First Baptist Church requested Council input into the plan for connection of the Baptist Parsonage into the newly constructed sanitary sewer line by the August 23rd deadline. Due to the location of the parsonage, a residential grinder station would be necessary for use inside the facility as the home is too far below grade for gravity feed into the system. The Utility Manager reported that all testing showed that the only option for the facility would be the grinder station and recommended that Council consider purchase of a unit, approximate cost of \$4500, but that the Church be responsible for installation and maintenance of the unit. Following discussion of the situation, Jones moved, seconded by Scheib, to accept the recommendation of the Utility Manager. The motion was approved unanimously.

Scheib reported that the Park Board had met previous to the Council Meeting and had held discussion concerning the Capital Improvement Plan currently being revised by the Council. In addition, Scheib, on behalf of the Park Board, requested that President Jones appoint Rob Williams to fill the existing vacancy. Jones concurred with the request.

Day reported that E&B Paving milling and paving was progressing well with Phase I and II being done simultaneously. To date there had been no problems in areas milled. Morrison reported that the engineers and Utility Manager were working with E&B to delineate between the phases due to funding requirements.

Morrison reported that Attorney Hartburg would have ordinances prepared for review at the next Regular Meeting of Council regarding the wastewater customer deposit and the electric connection fee.

A general outline of steps necessary for establishment of a Storm Water Utility was reviewed. Following discussion, Cartwright moved, seconded by Neff, that formal steps be taken to establish a storm water utility and that other communities be contacted as to procedures in place. The motion was approved unanimously.

President Jones summarized communication from Huntington County Tourism on the Road Bicycle Challenge scheduled for September 18th and 19th. Morrison reported that proof of insurance had been submitted with the notice. Council had previously approved use of streets and Tower Park for the event.

Utility Manager Day reported that five entities had not yet connected into the newly separated sewer system, those being the First Baptist Church, PJ's Pizza, Bolinger's, Scott Rice residence and the vacant hardware store. The residence and vacant building will be stubbed off after notice from owners that they would not be connecting, the Baptist Church and Bolingers are currently working on connections, and certified notice has been sent to PJ's Pizza owners. The date set for completion of connection is August

23rd with August 25th set as the first day of switch over to the new system. IDEM has notified Day that documentation is to be sent to IDEM by August 16th detailing the final timeline.

Morrison reported that an estimate had not yet been received for the restoration of bricks on the Assembly Hall building. The company had inspected the building but had stated they would not be back in the area until the second week of August.

Morrison reported that forms for updating the Capital Improvement Plan had been submitted to the Park Board, Fire Department and Police Department in addition to the Council. The forms are to be returned by the next regular meeting of Council as Greg Guerrettaz, financial consultant, has scheduled August 25th to be on site to begin work on the update. Alan Hamersly of Butler Fairman Engineers and landscape architect Joyce Greene will also be meeting on that date with Guerrettaz to finalize grant application, due in November, for the streetscape project.

Submitted was Resolution 7-2004, transfers within appropriations of the 2004 budget. Following discussion, Jones moved, seconded by Cartwright, to approve the resolution. The motion was approved unanimously.

Submitted was Resolution 8-2004, reduction of appropriations in the 2004 budget to support the 2005 budget. Following discussion, Neff moved, seconded by Cartwright, to approve the resolution.

Submitted for Council review was the Nuisance Abatement Chapter of the City of Huntington Code. Attorney Hartburg submitted the document for review as part of the proposed revision of Warren Town Code to delineate notification procedures. Council members are to be prepared for discussion at the next regular meeting of Council.

Morrison submitted an invoice from IDEM for payment of the newly enacted water permit fee. The annual fee is \$576.66 but has been prorated for 2004 with amount due being \$192.22. Council approved payment by consensus.

Scheib reported that two matters as discussed at the previous council meeting had been approved by the Board of Zoning Appeals – Golf pro shop and Flea Market.

Morrison submitted the July Financial Statement. Also submitted for general Council review and discussion were worksheets used for determining monthly payment of utility tax to the state. The amount has increased nearly one-third per month due to the percentage being increased by action of Legislature and averages \$3500 in electric and \$600 in water.

Utility Manger Day submitted the July activity report. He continues work with E&B paving crews on manhole settings with risers being installed as the paving progresses. Day reported that officials from Huntington had given a price of \$17,500 for purchase of the 1984 Sewer Vac truck. Day recommended purchase at that price. Neff moved, seconded by Scheib, to purchase the truck for \$17,500. Jones, Neff, and Scheib voted in favor with Cartwright abstaining. Approval by consensus was given to an employee performance evaluation form as submitted by Day.

Marshal Donnelly had submitted a July activity report to Council. Police Reserve Mike Crago reported Donnelly and Spitler had reported that training for use of Tasers had gone well. Marshal Donnelly had demonstrated Taser use for the Warren Fire Department. In addition, Marshal Donnelly is completing purchase of training supplies so that demonstrations may be made to other departments. Huntington County and City have expressed interest. A copy of the proposed Standard Operating Procedures for use of Tasers was submitted for council review so that policy can be determined at the next regular meeting of Council.

Neff moved, seconded by Scheib, approval of accounts payable vouchers as follows:

Electric	287-323	\$ 78,891.94
Water	289-322	\$ 13,122.67
Wastewater	226-261	\$168,123.15
Sanitation	25-27	\$ 3,493.69
General	397-456	\$ 63,565.87

The motion was approved unanimously.

General Discussion was held.

Minutes of Regular Meeting, August 9, 2004 continued

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

Submitted 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