

Minutes of Regular Meeting, October 8, 2001

The Town Council of the Town of Warren met Monday, October 8, 2001 for a Regular Council Meeting in the Town Hall meeting room, 131 N. Wayne Street, in accordance with the rules of this Town Council and applicable law.

Those present were: Council Members, Harold Jones, Jacqueline Huffman, Ron Neff and Chod Boxell; Clerk-Treasurer, Marilyn Morrison; Employees, Larry Poulson, Lee Poulson, Darrel Bice, and Dennis Spitler; Others, David Scheib, Warren Weekly Reporter and Huntington Herald Press Reporter.

President Jones called the meeting to order at 6:30 p.m.. A moment of silence was observed in recognition of national events.

David Scheib, President of the Advisory Park Board, reported that volunteers would rework both ball diamonds at Tower Park before the spring season. Additional diamond mix may be necessary. By consensus, Council concurred with the Park Board plan to contact Girvin Tree Service of Markle for a quote on the trimming of trees and removal of dead branches and a request to postpone further park board meetings until March.

An amended time schedule for the wastewater treatment project was discussed as well as IDEM correspondence regarding the project. By consensus, authorization was given to President Jones for signing of documents presented by Jim Lauer, Schnelker Engineering, in response to a request for further information from IDEM.

Bice reported that the water treatment plant should be in operation the week of October 22nd. Each Council Member stressed the need for Bice to monitor very closely the restoration portion of the project, as damage to Tower Park grounds has been extensive during the construction process.

Huffman, Neff, and Morrison reported on the HyettPalma "Downtown Revitalization" Project with the next meeting of the Process Committee set for November 12th at 7:00 p.m. at the Town Hall Annex. To be discussed at that meeting will be results of surveys, marketing information, and general recommendations.

Bice reported that delivery of the Leaf Vac would be Friday, October 12th or Monday October 15th. Schedule for vacuuming will remain as in the past with major work to be done on Fridays and Mondays, October 15th through December 1st with additional work as needed. The Street Sweeper from Brown Equipment should be delivered within two weeks.

President Jones reported that landscaping had been completed around the "Warren" sign. Additional work may be necessary in the spring.

As copies of the Power Systems Engineering study of the Electric Utility Distribution System had been distributed prior to the meeting, President Jones requested direction from Council on how best to proceed. Following discussion and with input from Bice, by consensus, it was directed that a meeting be set with Greg Guerrettaz, Financial Solutions Group, to outline projected financial costs related to proposals within the study. Morrison will work with the consultant to schedule the meeting.

Morrison read Resolution 8-2001, a resolution reducing appropriations within the 2001 budget. Following discussion, Huffman moved, seconded by Neff, to approve Resolution 8-2001 with statement to the State Board of Tax Commissioners be that the tax rate be set at .79 per \$100, keeping the tax rate at the 2001 rate. The motion was approved unanimously.

By consensus, and with input from Deputy Marshal Spitler, Trick-or-Treat Hours were set for October 31st from 6:00-8:00 p.m..

Following discussion of drawings submitted by Roger Krumel of Marion Tent and Awning, by consensus, purchase of awnings for the building at 131 N. Wayne, Annex, was approved at the cost of \$3260 with fabric to match that at Town Hall. The purchase is to be split four ways.

Employees have started work on the restroom in the Annex Building to take necessary steps toward making the facility compliant with applicable laws. Labor will be done by employees.

In discussion of a proposal from Keystone Consulting for replacement of software provided by that company, Morrison and Jones reported meeting with a representative of the company. The system must be switched from DOS to Windows by the end of 2002, as support will no longer be available. Recommended by the Keystone representative was that the Budget program be the first step. Following discussion, by consensus, purchase of software for the budget programs was approved at the cost of \$1800, which included on-site training of the program. Morrison will schedule the installation. Discussion followed in regard to upgrade of the hardware system. Boxell will be working on development of specs to be used to solicit quotes for the system.

Amended Ordinance 2001-9, adopted on September 10th, was submitted for signature. Council signed the amended ordinance.

President Jones announced that a W.H.A.R.M.M. meeting has been scheduled for Markle on October 15th at 7:00 p.m.. Jones, Neff, Huffman, and Morrison will be planning to attend.

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Huffman reported on the IACT Annual Conference held in Merrillville, September 24-27. Sessions were attended on Curfew, CSO, IKE, "Indiana Downtown" and others. Morrison was elected President of IACT at that conference becoming the first Clerk-Treasurer to hold the position and the first President from a small town. Council commended Morrison and her work for the Town.

Bice reported on several conferences attended within the past four weeks by utility and street employees. Morrison reported that she and David Scheib, Park Board, had attended the 3A Development District Annual Meeting on the evening of October 4th. Sessions were held with DNR, Indiana Department of Commerce, Indiana Mainstreet, and Indiana Housing Authority. Written reports from the meeting were submitted to Council.

Following discussion, by consensus, Council approved attendance and one night motel cost for one Council Member at the Indiana Mainstreet Conference to be held in Bloomington on November 8th. Neff volunteered to attend with Brady Smekins, Chairman of the "Warren Downtown" project who will represent the Warren Area Local Development Corporation.

Morrison reported that just over \$69,000 had been received from the Huntington County Auditor to reduce the Huntington County Balance in the CAGIT Fund. Morrison also submitted information from the U.S. Purchasing Alliance, a program just endorsed by IACT and supported by NLC. Municipal discounts and quotes are available through the system. Also reported was that Morrison and Richison would be attending the October 18th District ILMCT meeting in Middlebury. The office will not be closed. The last meeting concerning the 2002 Municipal Budget is scheduled for 1:30 p.m. with the State Board of Tax Commissioners at the Huntington Courthouse.

Bice updated various street and utility projects. Reported was Scheiman's completion of two workshops supplied through the Indiana Municipal Electric Association, Tree Trimming and the first course toward completing lineman training. Over forty loads of millings from the Main Street project will be used throughout Town. Council members requested that immediate need would be in alleys. Approval by consensus was given to a proposal from Bice to rent a tractor and spreader for land application of sludge in the amount of approximately \$880--\$1220 (subject to the number of loads necessary). Also approved by consensus, was the burying of electric cable lines in Tower Park at the approximate cost of \$7500. The project is one of those listed on the capital improvement project list.

Council reviewed the monthly police report as submitted by Marshal Donnelly, in writing. Announcements were as follows:

October 22	Town Council
October 9	HCUED 7:00 a.m.
	WALDC, Noon
October 15	WHARMM, Markle, 7:00 p.m.
October 16	Budget Meeting, SBTC, 1:30 p.m.
October 18	District ILMCT, Middlebury

Boxell moved, seconded by Huffman, approval of accounts payable vouchers as follows:

Electric	356,357,403-426	\$76,191.63
Water	271,347-388	\$16,513.31
Wastewater	281-315	\$15,124.81
Sanitation	64	\$3,174
General	445,459,463-517	\$45,478.75

The motion was approved unanimously.

In discussion, Council determined the following items:

1. The November 12th Council meeting to be rescheduled for 5:00 p.m. to allow members to attend the HyettPalma meeting. Official notification will be made.
2. An update of the status of development at I-69 is needed. Attorney DeLaney and Financial Advisor Guerrettaz will be scheduled to meet concerning TIF, annexation, construction accounts, general development. Members of Warren Area Local Development Corporation will be invited to attend.
3. The Department of Community Planning shall be contacted in regard to two buildings – the residence at 126 N. Hendricks and commercial building at 202 N. Wayne. To be discussed further is the property located at 111, 113, 115 N. Wayne.

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

Marilyn Morrison

Clerk-
Treasurer

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Approved by Town Council:

By _____ President By _____ Member
Harold Jones Jacqueline Huffman

By _____ Member By _____ Member
Ron Neff Chod Boxell