

## **Minutes of Regular Meeting, Monday, November 22, 2004**

The Town Council of the Town of Warren met Monday, November 22, 2004 for a Regular Council 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, David Scheib, Bill Cartwright, Ron Neff, and Harold Jones; Clerk-Treasurer, Marilyn Morrison; Employees, Curt Day and Steve Donnelly; Others, Warren Weekly Reporter, Herald Press Reporter and HCUED Director Carol Pugh.

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

Minutes of the Regular Meeting of November 8th were approved as submitted.

President Jones announced that sealed bids on a Ford Tractor offered for sale by the Town would be opened at the regular meeting of December 22<sup>nd</sup> as publish of the sale had been completed.

Day reported that no further contact had been made from Charlie Cox, owner of 111-115 N. Wayne Street, regarding replacement of a sewer lateral. The disconnection of the service to the building has been scheduled for November 30<sup>th</sup>. IDEM officials had notified the Town of the need to complete the management portion of the Well-Head protection plan and Day had taken steps to comply with assistance from The Alliance of Indiana Water. IDEM had also requested an update on the process of the separation project. Submitted was a letter from Schnelker Engineering to IDEM addressing the project and the delay in completion. Day also reported that the INDOT culvert replacement project is expected to be completed by December 8<sup>th</sup> with the detour to be ended on that date. A general project report was given for the month. Day also reported that he and Schnelker Engineering had been working with representatives of Heartland Aluminum for pretreatment by the company at the 216 W. Fourth site. Town Standards for acceptance of waste into the sewer system cannot be met without that treatment. Due to illness, Day was excused from the remainder of the meeting.

President Jones reminded that the Town Hall and Utility/Street Departments would be closed for the Thanksgiving Holiday on Thursday and Friday, November 25<sup>th</sup> and 26<sup>th</sup>.

Due to the second regularly scheduled meeting in December falling on a Christmas Holiday, the meeting scheduled for December 27<sup>th</sup> was rescheduled for December 28<sup>th</sup>.

Cartwright moved, seconded by Neff to approve purchase of Ossian hams for employees and officials as part of the holiday. The motion was approved unanimously.

Submitted by Morrison for consideration were forms titled "Employee Termination" and "Employee Warning" as part of the personnel policy update. Following discussion, Jones moved, seconded by Scheib, to adopt the forms as submitted. The motion was approved unanimously.

Morrison notified Council that a three member Board of Directors for the Water Building Corporation needed to be reappointed due to death of a member and relocation of two members to outside the corporation limits. President Jones requested that Council members be prepared at the next regular meeting to appoint those individuals.

Discussed were documents from the Department of Community Development regarding planned construction of an activities building by the Warren Church of the Nazarene. General approval to the project was given without specific recommendation.

Reviewed were documents from the Indiana Association of Cities and Towns detailing a grant program for members of the Indiana Downtown Project. Further information will be forthcoming for application.

Scheib reported that he had accepted a position with the Executive Board of the Huntington County Department of Community Planning and had attended a meeting. A short review of the meeting was given.

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Morrison reported that training had been completed by Keystone Consulting for the Fixed Asset Software installed in July and requested that Council release the hold on payment of one-half the cost which had been held until that training was complete. Council concurred with the request for payment in the amount of \$1497.50.

Tim Ford, Fire Chief, reported that more information was being considered prior to formally requesting that Council consider purchase of a tanker chassis. Morrison requested Council give approval for issuance of the 2004 compensation check for the Fire Department in the amount of \$5,282.50. Council concurred.

Carol Pugh updated recent activities of HCUED.

General discussion was held.

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

Submitted \_\_\_\_\_ Clerk-Treasurer  
Marilyn Morrison

Approved by Town Council:

\_\_\_\_\_ As President  
Harold Jones

\_\_\_\_\_ As Member  
Bill Cartwright

\_\_\_\_\_ As Member  
Ron Neff

\_\_\_\_\_ As Member  
David Scheib