

Minutes of Regular Meeting, March 10, 2003

The Town Council of the Town of Warren met Monday, March 10, 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, Larry Poulson, Steve Donnelly, and Darrel Bice; Others, Huntington Herald Press Reporter, Warren Weekly Reporter, David Scheib, Tim Ford, Carol Pugh, and Jay Shaw.

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

Minutes of the Regular Meeting of February 24 were approved as submitted.

David Scheib, President of the Advisory Park Board, reported on the Park Board meeting held previous to the Council Meeting at which members of the Huntington County and Warren Baseball Associations were present. Scheib reported that the two associations had reached agreement on some differences related to the diamonds and that discussion would continue. Sunday, March 16th at 1:00 was set for the spring walk through and inspection of Tower Park. Scheib also reported that the Warren Baseball Association would assume responsibility for locking the public restrooms following the last game each evening. Previously Park Board members had been responsible. The next Park Board Meeting is scheduled for April 14th at 5:45 p.m..

President Jones read a letter from Schnelker Engineering recommending approval of a Keith Sullivan Excavating request for time extension on Projects A-1 and A-2, separation portions of the wastewater system upgrade. The request was made in the form of Change Order #1 and does not include any change in project cost. Following discussion, Cartwright moved, seconded by Neff, approval of Change Order #1. The motion was approved unanimously. Jones reported that the next scheduled Wastewater Projects Progress Meeting was scheduled for March 25th at 9:45 a.m.. Bice and Neff are scheduled to represent the Town at that meeting.

Bice reported that the Electric Utility vegetation control project was approximately two thirds completed. The removal of the Wayne Street trees, as previously discussed, has been added to the ongoing vegetation control project at the per unit cost as bid. Materiel and supplies for the distribution system upgrade project have been ordered with some having been delivered to the site of the utility garage.

Morrison submitted a draft copy of the Town Comprehensive Plan stating that Financial Consultant Greg Guerrettaz would like for two meetings to be scheduled for review and discussion before the final adoption. The draft, a notebook of several pages, is to be passed from member to member for review before the meetings and as Morrison had completed review of the financial sections, Boxell would begin the Council review process.

At President Jones' request, Morrison reviewed the United Methodist Home annexation stating that as the Annexation Ordinance was approved at the December 23rd meeting of Council, the annexation would not be final for ninety days from that date.

Morrison submitted information from a report from Financial Solutions Group, Greg Guerrettaz, to the Council in regard to the setting of the Electric Utility Annual Tracker Factor. The recommendation from Guerrettaz was that adjustment be made to the tracker from .019858 to .02000 mills per kwh with a monthly transfer of \$1263 to the Rate Stabilization Fund. The adjustment would result in a .11 increase per month for a residential user of 760 kwh. Following further discussion, Boxell moved, seconded by Jones, to approve the recommended Tracker Factor for the period of April 1, 2003 to March 1, 2004. The motion was approved unanimously.

President Jones read a letter requesting participation in the annual INDOT sponsored Trash Bash scheduled for April 4th-28th. Participation would require sweeping of any portion of highway within the Town at least once during the time period. Council concurred with the request directing Bice to schedule the sweeping.

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Bice reported that discussion with Steve Blake, Safety Training Director of Indiana Municipal Electric Association had led to a quote of \$325 for Town participation in a series of safety training seminars with credit toward IDEM licensing. Bice expressed concern that past seminars had been held at some distance away and might include additional expenses. Acting upon recommendation from Bice, Council delayed action pending further information about location of scheduled seminars.

Morrison reported that Keystone would complete training on the newly installed budget software on March 12th with installation of payroll software on the same date. Two additional training days would be scheduled for training on payroll and any remaining budget issues. The office will not be closed for those training sessions. Morrison submitted the February financial reports.

Bice updated utility/street projects and activities citing that on this date Sullivan Excavating had torn electric overhead lines down resulting in power outage in approximately one third of the Town. It took over two hours to restore electricity in some areas. Bice cited that in a list of approved tool replacement, the welder was next to be considered. Council requested that three quotes be solicited for consideration. Bice requested that Chuck Booher be approved to attend the Indiana Rural Water Association's annual conference in Columbus, April 21-23. Workshops count toward IDEM licensing hours. Council concurred with the request.

Fire Chief Ford reported that approximately two thirds of the book training had been completed for the newly installed volunteer fire fighters. Practical training will start when weather permits. Ford also notified Council that Lee Poulson had been honored as the Huntington County Firefighter of the Year. Council members commended Poulson and the Warren/Salamonie Fire Department as several members have received the honor. Filed with Council was the written monthly activity report.

Marshal Donnelly had filed the department's written monthly activity report. Donnelly reported that the main computer was not useable and that the system had been connected to one of the lap tops. Donnelly requested that Council consider replacement with a Dell and submitted written information and a quote of \$1400 for purchase of the computer. As the Town has a customer account with Dell, the price reflects a discount and shipping would be covered. Following discussion, Boxell moved, seconded by Cartwright, purchase of the Dell Computer as quoted. The motion was approved unanimously.

Announcements were as follows:

March 24	Town Council
March 11	7:00 a.m., HCUED, Northstar Noon, WALDC 7:00 p.m., "Our Town", Annex
March 12	Computer Training, PR Installation
March 18	8:30 a.m., 6:00 p.m., Chamber Motivational Seminar
March 20	6:00 p.m., 3-A Annual Meeting, Noble County

In general discussion, Jay Shaw, representing the Warren Conservation Club, requested removal of sewer conduit stored on area leased from the Town before an event scheduled for the last week-end of March. Council requested that Bice work with the contractor to remedy the situation.

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

Electric	11,70-101	\$88,186.19
Water	11,77-110	\$12,992.50
Wastewater	54-85	\$395,744.18
Sanitation	4	\$3,180.00
General	71-116	\$48,545.96

The motion was approved unanimously.

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

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(absent)