

Minutes of Regular Meeting, September 15, 2015

The Town Council of the Town of Warren met Tuesday, September 15, 2015 at Assembly Hall, Council Meeting Room, 131 N. Wayne Street, in accordance with rules of Council and applicable law.

Those present were: Town Council, Ethan Stivers, Julia Glessner, Steve Buzzard, Tracey Brown; Clerk-Treasurer, Marilyn Morrison; Employees, Lee Poulson, Dennis Spitler; others.

President Glessner called the meeting to order at 5:00 pm and announced a scheduled public hearing on the 2016 Municipal Budget. Following review by Morrison and comparison to the 2015 budget, the floor was opened for public comment or question on Ordinance 2015-9, Municipal Budget. Hearing none, the Public Hearing was closed.

President Glessner opened a Public Hearing on a DCD order of enforcement on the property at 602 N. Nancy Street. Marla Stambazze summarized the Order of Enforcement issued through the DCD. Pamela Bryant, property owner, commented and updated on work completed and being planned. Following discussion Stivers moved, seconded by Brown, that the order be extended by ninety days and that the requirement for electrical and plumbing inspections be removed. The motion was approved unanimously.

President Glessner opened a Public Hearing on a DCD order of enforcement on the property at 608 N. Nancy Street. The owner was not present and had not responded to any notices. Following review of the order and further discussion, Stivers moved, seconded by Glessner, to begin the process for demolition. The motion was approved unanimously.

Stambazze reviewed additional properties with orders of enforcement in place:

- 315 N. Main Change of ownership and work on property proceeding as scheduled. Brown moved, seconded by Glessner, to extend order for 90 days with review at December meeting. Motion approved unanimously.
- 201 N. Grover No action by owner. Demolition order stands. Consensus of Council
- 907 N. Wayne Vacant House. Process to begin this week. Consensus of Council.
- 104 N. Hendricks – foundation, dilapidated garage. Process to begin this week. Consensus of Council.

A Master Agreement with Mike Parks, MLP Solutions, to act as IT consultant was reviewed. Following discussion and review of rates, and with the direction that a non-disclosure clause be added, the Agreement was approved as submitted by consensus.

Ordinances 2015 – 6, 7, 8, Wages and Benefits for 2016, were introduced and reviewed. The only amendments to the ordinances from 2015 are an hourly increase of .63 for each employee and a clause allowing for increase of pay for the Deputy Clerk in case of prolonged absence of the Clerk-Treasurer. All will be considered for adoption at the next Regular Meeting of Council.

Approved by consensus was a request for closing of Wayne Street from First to Third and Second Street from Matilda to Main for the annual Scarecrow Festival on October 30<sup>th</sup>. Morrison reported that notice has been forwarded to INDOT for closing of the highway portion.

Morrison reported that a State Board of Accounts Review (Audit) is currently underway and should be completed somewhere close to the end of the month. The audit is covering the years from 2011-2014.

Submitted was a quote for an update of computer hardware within the Clerk's Office from ITG in the amount of \$8,736. However, Morrison requested revision noting that a third work station as well as a lap top was shown on the quote and only one or the other was needed. Following discussion, Brown moved, seconded by Glessner, to accept the quote with one All-in-one removed bringing the total quote to \$7,744. The motion was approved unanimously. Morrison stated that ITG would order immediately with installation to be done as soon as possible due to the current problems. Keystone Consulting, software provider, has been contacted and will be available as soon as next week.

Marshal Spitler submitted the August Activity Report.

Minutes of Regular Meeting, September 15, 2015

Poulson, as Fire Chief, reported that department fund raisers had gone well. Submitted for Council consideration was a request from residents on 1000 S for installation of a warning siren. Noting that the area was in the County, by consensus it was determined that a siren would not be installed by the Town but if the County or the Township did install, it could be connected to the Town system.

Poulson reported that LED lights have been installed on Third Street replacing the older system of lighting. Commonwealth Engineering is preparing the plumbing estimate for installation of #2 Well within Tower Park and on a solution to the water towers maintaining water level. Noted by Poulson was that the Bobcat used at the Sewer Plant was in need of being replaced. A quote of \$8500 from Utility Supply for purchase of a truck radio read unit was reviewed. Discussion centered on accuracy of reading, ability to read during winter months, and reduction in time spent reading. Buzzard moved, seconded by Brown, that the unit be purchased. The motion was approved unanimously. The project of closing off the unused 4" water main in the downtown area has been completed except for the replacement of handicap curbing and sidewalk. Quotes are being requested. Also in the downtown area, a nonworking hydrant is being replaced at Third and Wayne. Reviewed by Poulson was a Service Agreement with McAllister for maintenance of the two large generators at the Water Treatment Plant and the Wastewater Plant. Glessner moved, seconded by Stivers, to accept the service agreement for a five year time period. The motion was approved unanimously. Morrison and Poulson reviewed the Sewer Use Ordinance and Enforcement Response Plan work being submitted by Commonwealth Engineering to IDEM as required. The process has been ongoing for several months but no letter has been received from IDEM regarding further revisions or approval. In addition, Morrison submitted a letter to Council noting that the WellHead Protection Phase I had been approved by IDEM as submitted.

In Tower Park updates, Poulson reported that the area for the batting cage, a grant from Bendix, had been cleared and measured for installation with holes to be drilled for posts within the week. Barb Trosper resubmitted a request for purchase of playground equipment in the amount of \$13,323 from Playworld Midstates. Discussion resulted in a request for additional quotes, lack of storage space until it could be assembled resulting in a need to delay purchase until Spring, cost estimates for the mulch layer under the equipment, and the fact that it was not included in the 2015 budget. Trosper has raised \$6000 of the amount. The issue will be revisited.

The next meeting of Council is scheduled for October 12, 2015 at 5:00 p.m.

The Accounts Payable Register was approved as submitted.

Under general discussion, Stivers requested that individual meetings with each employee be held at some time in the near future. To be scheduled.

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

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

Town Council:

As \_\_\_\_\_ President  
Julia Glessner

As \_\_\_\_\_ Member  
Steve Buzzard

As \_\_\_\_\_ Member  
Tracey Brown

As \_\_\_\_\_ Member  
Ethan Stivers