

Minutes of Regular Meeting, September 12, 2022

The Town Council of the Town of Warren met Monday, September 12, 2022 in a Regular Meeting at Assembly Hall, Council Meeting Room, 131 N. Wayne St, in accordance with rules of Council and applicable law.

Those present were: Council Members, Steve Buzzard, Carrie Miller, Tavis Surfus, Michelle Schweikhardt; Clerk-Treasurer, Marilyn Morrison; Employees, Lee Poulson, Dennis Spitler; Other.

Meeting was called to order by President Buzzard who opened a scheduled Public Hearing on the 2023 Municipal Budget following which Morrison summarized the budget. Calling for public input and hearing none, the Public Hearing was closed.

- Minutes of the August 8, 2022 meeting were approved as submitted.
- Terry Miller, County Council Member, outlined the Huntington County housing assessment being done through a two year contract with Housing Resource Hub.
- Jack Trosper commended Council for placement of additional fencing in Tower Park in an area open to housing.
- Marshal Spitler submitted three quotes for purchase of a 2023 Police Interceptor Package as follows:

Crain Ford	\$45,800.00
Bob Thomas Ford	\$38,895.80
City Ford	\$50,560.25

Following discussion, Surfus moved, seconded by Miller to purchase through Bob Thomas Ford. The motion was approved unanimously. Delivery will be in 2023.

- Fire Chief Poulson submitted the monthly activity report.
- Jeff Souder, on behalf of the Chamber of Commerce, requested that parking be restricted on First Street from Main to Nancy during events at Riverside Park. Marshal Spitler confirmed the need to do so as truck traffic is difficult at those times. Council approved by consensus.
- Miller submitted a written report of the August HCUED meeting.
- Becky Souder, secretary of Historic Warren, reviewed projects as follows:

Holiday Walk of Trees	November 18 <sup>th</sup>
Mural	Work to begin on September 13
September 22	Informational Meeting on Warren Historical District

The former PNC Bank building will now be known as ‘The Exchange’. Part of the lower level has been rented out.

- Morrison resubmitted Second Amendment to Elevated Water Storage Tank Space License as needed by AT&T for placement of a generator for equipment on the Tower. The current monthly lease would be increased by \$250 per the agreement. Following discussion, Buzzard moved, seconded by Miller to accept the amendment. Motion approved unanimously.
- A meeting with Salamonie Township officials is to be scheduled regarding establishment of specs for bidding out purchase of a pumper.
- Morrison reported that the ten year Financial Comprehensive Report is being completed and will be available soon for review.
- Poulson updated that replacement of the Heat/AC systems at Town Hall was underway with the AC unity in the Police Station operational.

- Submitted were two requests for payment related to the Water Project:
 

Maquire Iron	\$24,700 from SRF
Commonwealth Engineers	\$24,150 from OCRA

 Council approved payment by consensus.
- Related to the Water Project, Modification Request has been filed with OCRA setting the completion deadline for the project as December 31, 2022.
- Boys and Girls Club, currently being held at Salamonie School, will be moving to the former Conservation Club at Tower Park after this school year closes. Submitted to Council was a draft lease document in that regard. A report was given on the steps being taken to update the building to meet safety codes and American with Disabilities Act requirements.
- Resolution 5-2022, a Resolution to reduce appropriations in the 2022 Municipal Budget to support the 2023 Municipal Budget was submitted for Council review. Following discussion, Buzzard moved, seconded by Miller to approve the Resolution.
- Surfus moved, seconded by Buzzard, to extend the 2020 contract with H&H Disposal for an additional two year extension as provided in the contract with a per unit price increase from \$8.55 to \$9.05 as requested by the H&H due to fuel costs. Motion approved unanimously. The rate increase will be covered by funds on hand and will not result in a customer rate increase.
- The Account Payables Voucher was approved by consensus in the amount of \$554,625.53.
- The Depository and Cash Reconciliation August Reports for General and Utility Funds were approved and signed by consensus.
- The PR Docket Register was approved and signed by consensus for August payroll in the amount of 38,063.62.
- Transition to Invoice Cloud for online payment of utility bills will be done on the October 1st billing. Town Hall will be closed on Monday, September 19<sup>th</sup> and Tuesday, September 20<sup>th</sup> to complete the transition to the new system.
- Poulson, Utility Manager, submitted the August Activity Report. Replacement of 1200 feet of Heritage Pointe sewer line will be bid. Also, proposals for Utility Building Upgrade are being requested and should be available by next Council Meeting.

The next regular meeting of Town Council is October 10<sup>th</sup>.

General discussion was held.

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

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

Town Council:

As \_\_\_\_\_ President As \_\_\_\_\_ Member  
Steven Buzzard Carrie Miller

As \_\_\_\_\_ Member As \_\_\_\_\_ Member  
Tavis Surfus Michelle Schweikhardt