

Minutes of Regular Meeting, July 11, 2022

The Town Council of the Town of Warren met Monday, July 11, 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, Michelle Schweikhardt; Tavis Surfus (Absent) Clerk-Treasurer, Marilyn Morrison; Employees, Lee Poulson, Dennis Spitler; Others.

- Special Order of Business: Kim Hostetler of Department of Community Development gave an overview and introduced Ordinance 2022-3, An Ordinance repealing Section 913: Flood Overlay District of the Town's Zoning Ordinance and adoption of the Town Flood Damage Prevention Ordinance. Following discussion, Schweikhardt moved, seconded by Miller to consider an ordinance at the same meeting as introduction. Motion approved unanimously. Miller moved, seconded by Schweikhardt, to adopt Ordinance 2022-3 and the motion was approved unanimously.
- Hostetler submitted the Warren Plan Commission certification of favorable recommendation to repeal the 1997 Town Comprehensive Plan and requested Council consider adoption of the 2022 Warren Comprehensive Plan by Town Council. Miller moved, seconded by Schweikhardt, to adopt the 2022 Plan. The motion was approved unanimously.
- Minutes of the June 13 Regular Meeting and June 27 Special Meeting were approved as submitted.
- Marshal Spitler reported three properties discussed in the last Regular Meeting of Council had either been cleared or were in the process of clearing the properties.
- Fire Chief Poulson submitted the monthly activity report.
- No one was present to represent the Warren Area Chamber of Commerce. Buzzard reported that much of the July meeting had been devoted to by-law revision.
- Miller had submitted a report of the June HCUED meeting which will be forwarded to Council to include in their meeting packets.
- Becky Souder of Historic Warren submitted a final draft of mural for the Town wall on Wayne Street. Following review and discussion, Miller moved, seconded by Schweikhardt, to accept the design. Motion carried unanimously. No time line set.
- Sealed bids were opened for sale of a F150 Ford Truck and were as follows: \$3000, \$500. \$3780, \$6175, Miller moved, seconded by Schweikhardt, to accept the bid of \$6175. Motion approved.
- Pay orders for the Water Upgrade were approved by consensus as follows: OCRA for Jackson at \$48,925; Commonwealth Engineering from OCRA at \$1295.93; Macquire Iron from OCRA at \$73,150.
- Submitted from Ben Adams, Commonwealth Engineering, was a change order for the Water Upgrade Project in the amount of \$5280 from Jackson Contractors for replacement of an existing panel in the Water Treatment Plant with a larger unit. Following discussion, Schweikhardt moved, seconded by Miller to approve. Motion approved unanimously.
- No communication from AT&T to report.
- Vehicle replacement schedule being finalized for update to Comprehensive Financial Plan.
- Submitted from USI Consultants from Indianapolis was an agreement for conducting a PASER study (rating of condition of all Town Streets) necessary for application for a grant from Indiana Community Crossings Grant for reconstruction of a portion of Wayne Street. Miller moved, seconded by Buzzard to accept the agreement in the amount of \$6000 with initiation of the project on August 2, 2022. Approved unanimously.
- Morrison submitted a draft 2023 budget with fund reports noting that not all information had been received from the State and County. Also submitted was a copy of the current 2022 budget for comparison as well as discussion of specific funds within the proposed budget.

Minutes of Regular Meeting, July 11, 2022 continued.

- Resolution 1-2022, a resolution to consider placement of a question on the November ballot to restructure Town Council by addition of one member to bring the number of Town Council members to five, was submitted for consideration. Following discussion, Miller moved to approve Resolution 1-2022. The motion died for lack of a second.
- Morrison submitted notification from the Indiana Office of Management and Budget that the second allocation of American Rescue Plan money has been scheduled. The Town of Warren is scheduled to receive \$137,222.72 and the amount is included in the 2023 Town budget. A plan must be developed for expenditure from the fund.
- The Account Payable Register in the amount of \$449107.18 was approved by consensus.
- Morrison reported that weekly training continues in regard to Invoice Cloud, a system for online payments. However, some delays had been experienced due to billing structure, especially due to having an Electric Utility. A new launch date has been set for October 1 billing.
- Morrison submitted and reviewed the June bank reconciliation documents which were approved unanimously.
- Placement of new phone systems at the utility garage and police station is scheduled before the end of July.
- Submitted was a quote from Collins Electric in the amount of \$2895 to move a meter base from a primary pole which would allow service to be placed underground. A licensed electrician must do the work. Buzzard moved, seconded by Miller, to accept the quote. Approved unanimously.
- Poulson, Utility Manager reported that the engineer had been contacted for a cost estimate for replacement of a storm/sewer line on Heritage Pointe property.
- Buzzard moved, Schweikhardt seconded, to accept a quote from Doctor Construction Corp in the amount of \$6,985 for four areas of sidewalk replacement, curb face and wheelchair ramp replacement. Approved unanimously.
- As no quotes were received for alley paving in 2022 as late in the season, by consensus it was determined that winter request for quotes for spring paving be scheduled.
- Additional information has been filed as requested by the Building Division of Homeland Security for construction of a pavilion at Tower Park. Final review is expected within ten days.
- The next regular meeting of Council is scheduled for August 8th. Ben Adams, Engineer, will be giving Water Upgrade Project review and discussing proposed projects.
- In general discussion it was determined that the Financial Consultant, Greg Guerrettaz, be scheduled for a meeting with Council to continue discussion of proposed projects.
- There being no further business to come before Council, the meeting was adjourned.

Submitted _____ Clerk-Treasurer
Marilyn Morrison

Town Council:

As _____ President
Steven Buzzard

As _____ Member
Carrie Miller

As _____ Member
Tavis Surfus

As _____ Member
Michelle Schweikhardt