

Minutes of Regular Meeting, January 12, 2015

The Town Council of the Town of Warren met Monday, January 12, 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. President Glessner called the meeting to order at 3:00 p.m.

Morrison gave the oath of office to Buzzard and Brown who are starting the 2015-2018 term of office.

Reorganization of Council saw Glessner returning as President and the meeting time remaining the second Monday of the month at 5:30 p.m. Both decisions by consensus.

Minutes of the Regular Meeting of December 22<sup>nd</sup> were approved as submitted.

Review of 2014 and planning for 2015 was conducted with Poulson, Utility Manager.

A quote in the amount of \$61,000 for a used dump truck from Imel Motors of Bluffton was reviewed and discussed. The truck would not replace a dump truck but add a larger truck for hauling, snow removal and plowing. Deciding the small truck being used would be kept, Stivers moved, seconded by Glessner, to allot \$60,000 from the Motor Vehicle Fund for purchase without further Council input. The motion was carried unanimously.

By consensus, it was determined that the alley paving project, which includes repair of some streets, currently scheduled for Spring 2015 will be the only paving project for 2015 pending development of a separate project by Poulson. The move is due to State restraints on the amount a project can exceed a bid amount.

Morrison submitted the KW consumption sheet for 2015 and noted that approximately 97% of electricity purchased had been sold. Discussing that the high percentage can partially be attributed to tree trimming and removal, Glessner moved, seconded by Stivers, to accept a quote from Tucker Tree Service in the amount of \$18,600 to continue the project to continue clearing lines. The planned project would remove growth under service lines and remove leaning trees along those lines. The motion was approved unanimously.

Morrison submitted and reviewed a financial accounting summary for the end of 2014 for all funds to aid the planning within departments. Discussion was held and review of funds was done.

In discussion of the Water Utility and the list of proposed projects, Council, by consensus and on recommendation by Poulson, determined, by consensus, that the following actions be taken:

- Any work on the Tower Park Water Storage Unit will be delayed pending the completion of installation of a new well which has been drilled. Estimated cost to finish is \$50,000.
- Radio Read Meters – the purchase of an additional 288 meters was approved by consensus. In contact with the company during the meeting, an offer was made to reduce the price to \$195 each if the quantity was ordered, current price \$215. The first skid, 144 meters, is to arrive in Spring. Approximately another 150 meters will need to be purchased to complete the project.
- By consensus, a rate study of the water utility is to be requested from Financial Solutions Group, local financial consultant. The study is to review rates with replacement of the Tower Park Tower, estimated total cost \$600,000 but a grant application would be made. With a grant, local funding would be in the \$200,000 range. The study is to determine necessary rates with tower replacement within five to ten years.
- The last bond payment on the Water Treatment Plant is to be made in 2016.

Minutes of Regular Meeting, January 22, 2015 continued

Major projects scheduled during the last five years for the Electric Utility have been completed. Additional major projects scheduled for 2015 include upgrade in Salamonie Heights, replacement lights in Tower Park. Council, by consensus, ordered a rate structure review be done by Financial Solutions Group, not to raise rates but to realign charges for street lighting, Park lighting, etc due to installation of LED lights

Discussion of the Sewer Department centered on the following:

- No further action will be planned in 2015 on the \$2.1 M project defined in a Planning Study conducted through a grant. The project would revamp the stormwater and sanitary sewer systems in downtown and designated areas elsewhere.
- Steps will be taken to complete the establishment of a Stormwater Utility as the system is over 90% separated currently. The action is required so that stormwater issues will not be handled with sewer monies. Most of the work is completed for the final financial study. Financial Solutions Group will be instructed to proceed.

Tower Park will also see work as a five year comprehensive plan will be developed.

The Town's Comprehensive Plan, schedule of major purchases and projects, will be updated to 2020. The plan provides a financial plan to support necessary updates including vehicle purchase, projects, and regular maintenance such as meter replacement.

Employee reviews will be conducted in this quarter with Council Members meeting to prepare a list of expectations, etc.

Scheduled house demolitions have been completed and property owners have been invoiced. If invoices are not paid, a tax lien will be placed on the property.

A revised I&M Contract was submitted for Council approval following negotiations by IMMMDA(Indiana and Michigan Municipal Distributors Association) and review by the Town's Electric Consultant. Glessner moved, seconded by Stivers to approve the signing of the contract. The motion was carried unanimously.

The draft form of a lease for use of Town property was again submitted for review. Following discussion, it was determined that the start time for the next Regular Meeting of Town Council will be 3:00 p.m. to again allow more time for review of the lease among other matters. The Chairman of the Chamber Park Committee will also be invited to attend to begin working out the relationship between the Town and Chamber for management of the new park as it will remain Town property.

Account Payable Register was approved as submitted.

General discussion was held.

There being no further business to discuss, 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