

Minutes of Regular Meeting, June 8, 2020

The Town Council of the Town of Warren met Monday, June 8, 2020 in a Regular Meeting 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, Carrie Miller, Tavis Surfus; Steve Buzzard: Clerk-Treasurer, Marilyn Morrison; Employees, Lee Poulson, Ty Surfus, Dennis Spitler, and others.

President Stivers announced the opening of the meeting at 5:00 p.m.

Minutes of the following Meetings were approved as submitted: March 16, April 13 (Electronic), No meeting on May 11, Special Meeting on May 11 (Electronic), Executive Session on May 13.

Agenda items reports were as follows:

- Survey of Scout Cabin Land has not been completed as yet by Town Surveyor. Expected to be done in next two weeks.
- Meeting to be scheduled with Salamonie Township Advisory Board and Trustee to discuss Fire Contract issues on any Monday in June or July. Meeting to be set by Morrison.
- DNR Grant – Last permit expected to be issued by end of June. Construction Meeting will follow as soon as permit received with DNR and US Fish and Wildlife, the agencies overseeing and supplying grants to pay for the project.
- OCRA Grant (Water Project)– Grant Application submitted on Friday, June 5th. Announcement of Grant Awards by that Agency expected on or about August 9th.
- State Revolving Loan – Notice received that the Town has qualified for a loan through that agency to meet the match for the OCRA (Water System Grant). Amount to be determined if and when Grant awarded.
- Review of Salamonie Summer Festival Committee tentative activity schedule for 2020. Surfus moved, seconded by Buzzard, to approve use of Tower Park on August 29th for activities and Fireworks pending any action by Indiana Governor. The motion was approved unanimously.

Quotes were submitted as follows for replacement of the AC/Heating System at Town Hall as follows;

Warren Service and Supply	\$23,120.00
Freedom Heating and Plumbing	\$28,677.00
Tri-County Heating/Cooling	\$18,301.07

Following discussion, Surfus moved, seconded by Miller, to award the project to Warren Service and Supply as that company had maintained the current units since installation. The motion was approved unanimously.

Continued issues at Golf di Napoli were discussed noting that a Third Notice of Violation had been issued on June 1, 2020. No reply from Golfo on issues noted in the citation has been received to date with the five day reply period to end on Wednesday, June 10th due to mailing period. Issues continue to center around discharge of prohibited substances into the Waste Water Treatment Plant and failure to install PreTreatment at the Golfo Plant as required in the Plant's IDEM Permit and in the Town of Warren IDEM Permit. As all notices must be submitted to IDEM also, IDEM has scheduled an inspection of the plant for Tuesday, June 9th. A meeting with Town Officials, Town Engineer, Town Compliance Manager and Golfo officials has been scheduled for Monday, June 15th.

Marshal Spitler reported that twenty feral cats have been removed by the Huntington County Animal Control Officer with Spitler noting that there is a visible reduction in sightings. No complaints have been filed by citizens in the last few weeks. The project will continue.

Marshal Spitler reported that he had worked with a property owner on Hendricks Street for removal of three semis as discussed at the prior Council Meeting. Two of the three have been removed with the owner requesting to keep the third. Spitler noted that the semi remaining was not blocking the roadway in any way and was on the owner's property.

As the Warren Volunteer Fire Department had submitted a Gear List request in the amount of \$18,960.31 and as Heritage Pointe had donated \$15,000 and as the Town Council had approved payment of one half the remaining cost of the remaining \$3960.31, an email was submitted from the Salamonie Township Trustee that the other one half payment had been approved.

Minutes of Regular Meeting, June 8, 2020

Poulson reported that mosquito spraying had begun but issues with the sprayer were creating problems as the amount of spray being distributed could not be controlled. Noting the cost of spray, reviewing previous quotes for purchase, Buzzard moved, seconded by Miller to purchase a new unit from Mug-a-Bug for \$7250. The motion was approved unanimously.

An Executive Session was scheduled for Monday, June 15th at 5:00 pm to discuss and review employment applications.

Morrison reported that the switch to Wolverine Power from AEP had been done on May 31st without any problem. Noting that the distribution lines into the Town would still be maintained by AEP, an Interconnection and Local Delivery Service Agreement as negotiated by attorneys and consultants through the Indiana Michigan Municipal Distributors Association of which the Town is a member, and upon recommendation of local consultant, Surfus moved, seconded by Buzzard to approve signing the contract. The motion was approved unanimously.

As submitted by the Huntington County Department of Community Development, Ordinance 2020-2, an ordinance adding Section 730, Solar Energy Systems, to the Warren Town Zoning Code was introduced. The public hearing will be conducted by a representative from DCD for Monday, July 13th at 5:00 pm. DCD withdrew consideration of Ordinance 2020-3.

Ordinance 2020-4, an Ordinance Concerning Use of Fireworks, was introduced. Buzzard moved, seconded by Stivers, to allow consideration of an ordinance at the meeting of introduction. The motion was approved unanimously. Stivers moved, seconded by Buzzard, to adopt Ordinance 2020-4. The motion was approved unanimously. The ordinance follows State Statute but allows for citation to be issued under local ordinance violation instead of State Law violation.

Stivers moved, seconded by Buzzard, to approve the renewal of the PHP Medical Employee Benefit Insurance with an increase in premium of 8.6 percent. The motion was approved unanimously. Council, by consensus, requested that a review of the insurance and request for quotes be undertaken.

Submitted for review was a job description for Seasonal Employees. Following review, Stivers moved, seconded by Buzzard to approve the document. The motion was approved unanimously.

Submitted for Council consideration was a review of employee wages and benefits currently in effect as 2021 Municipal Budget preparation is underway. The matter will be placed on the July 13th agenda.

Morrison reported and explained the AEP Annual True-Up document in which fuel adjustments from 2019 were calculated. Done annually, the payment can be made over time or paid in one lump sum which was requested by Morrison so that interest would not be charged and which is the method used in the past. Coming from the Rate Stabilization Fund, the Cash Operating Fund of the Electric Utility is not affected. Buzzard moved, seconded by Stivers, to pay True-up of \$68,499.61 in one payment. The motion was approved unanimously.

Surfus requested that consideration be given to posting of a speed limit sign at the entrance to Langton Estates. Marshal Spitler cited that speed limit is automatically 30 mph in residential areas as per state law and noted the lowest a speed limit can be set locally is 25 mph pending special exceptions. Other avenues were suggested such a speed bump or a three way stop at the intersection of streets in the addition. No decision made pending residents input.

A complaint lodged against an employee will be further reviewed at the Executive Session already scheduled for June 15th.

Morrison reported that preparation for the 2021 budget will be hampered by delay in the issuance of revenue distribution estimates from the State. Time lines released on this day from State show that some will not be issued until September. The public hearing on the local budget is set for September 14th with consideration of adoption scheduled for October 12th. Therefore, the eighteen month budget will be prepared without complete information. A Special Meeting was scheduled for June 15th, following the Executive Session, to review the budgeting process. Due to delay in receiving needed PPE items, Town Hall will not open to the public until July 1st.

Chamber of Commerce report given by Jeff Souder. Council authorized that bushes be planted on the side of the Town Garage facing Riverside Park.

Marshal Spitler submitted the March, April, May activity reports.

Fire Chief Poulson submitted the May activity report and noted that the County Grant for replacement of radios in departments could be awarded in June.

Minutes of June 8, 2020

Utility Manager Poulson submitted the May activity report. In a meeting, the new owners of the trailer park (Mobile Home Estates) detailed their plan for upgrade which will require some updates to the Town's electric system, namely additional transformers. The new owners will also be upgrading connection systems to each lot for water and electric and add additional lots. It is expected that the first new trailers will be set in July. Submitted were quotes for replacement of a lawn mower as follows:

Outdoor Concepts	\$6805.82
McCune	\$7999.00
Beckler	\$7319.00

Following review and noting that the difference between the two lowest quotes was not a great amount, Stivers moved, seconded by Buzzard to accept the quote from Beckler so that all mowers were the same brand. The motion was approved unanimously. Submitted was a quote from Sunbelt-Solomon for purchase of a sequencer/switch in the amount of \$15,370. The switch currently must be operated manually with the replacement being automatic. The switch controls the access point to the Town for electric service through the AEP system. Surfus moved, seconded by Stivers, to approve the purchase. The motion was approved unanimously. Due to legislation passed by the Indiana State Legislature in 2019, A Water System Audit and Validation is now required every even numbered year. In review of the system for such reporting after attending a training session, Poulson requested that Commonwealth Engineering be hired to complete the audit as an engineering firm must be hired to validate the study anyway. Noting that the information is already included in the Water System Study just completed by Commonwealth, the Town's Engineer submitted a quote to complete the requirement for \$3500. Miller moved, seconded by Buzzard to accept the quote. The motion was approved unanimously.

An owner of a newly purchased house requested that he be allowed to tap into the Stormwater Line. The request was denied noting that a method was not in place to allow that to be done. Also questioned was whether the Town had a policy to pave graveled parking areas at a house if a curb had been installed. Answered was that it was done but only when the street was paved and not on an individual basis. Also asked was what the Council saw as need for housing in Warren. Discussion was held.

The next Regular Meeting of Council is scheduled for July 13th.

The Accounts Payable Register was approved as submitted.

General Discussion was held.

There being no further business

Submitted _____ Clerk-Treasurer
Marilyn Morrison

Town Council:

As _____ President As _____ Member
Ethan Stivers Steve Buzzard

As _____ Member As _____ Member
Carrie Miller Tavis Surfus.