

Minutes of Regular Meeting, July 12, 2021

The Town Council of the Town of Warren met Monday, July 12, 2021 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, Steve Buzzard, Tavis Surfus: Clerk-Treasurer, Marilyn Morrison. Employees, Dennis Spitler, Lee Poulson, Brian Sills: Others.

President Stivers opened the meeting at 6:00 PM.

Minutes of the June 28th Regular Meeting, July 7th Executive Session and July 7th Special Session were approved as submitted.

The resident at 605 Matilda requested action be taken on a drainage problem created by run off from the street and area alley ways. Discussing options, Stivers moved seconded by Surfus that Sills proceed with a study of the area and provide a plan. The motion was approved unanimously.

Rufener, President of Warren Area Chamber of Commerce again requested permission to remove the Chamber signage from the door of the Annex and again was told it would be the responsibility of the Chamber. Rufener also requested Council consideration of renaming Tower Park and asked how the name was given which was explained. No further discussion. Rufener stated that students from Huntington University would be available on August 28th to provide assistance in cleaning areas of the Town including Churches, etc. The time schedule is 3-5:00 pm.

Rose Broyles requested Council consider placement of child playing signs or related signs in front of Knight Bergman Center. As the speed limit is reduced to 20 mph in that area, the determination was that no signage would be added by the Town but the KBC could be approached to do so.

- Marshal Spitler submitted the June activity report. No discussion.
- Fire Chief Poulson submitted the Department activity report. Two recently appointed members have completed Tier 1, 2 Fire Training with the third completing Tier 1. The Town's repeater, part of the radio system, may need to be replaced. No final determination as the County may share some of the cost. Warren Fire Department will be hosting a District Meeting on Monday, July 19th at the station. Also, Poulson thanked everyone for supporting the fund raiser, Fish Fry, on the past weekend.
- Huntington County United Economic Development – Miller reported no meeting had been held since the last meeting of Council.
- Historic Warren – Becky Souder updated that work continues with DNR on the establishment of a kayak launch on property ceded to the group by the Huntington County Commissioners. It could be some time before it can be finalized as DNR is working on several other projects.
- Morrison reported that Department of Community Development would be providing documents for the July 26th meeting of Council to finalize an amendment to an extension of time granted to a property owner for updating a structure.
- A meeting of the Warren Area Plan Commission is scheduled for Wednesday, July 14th in regard to the rezoning of a property owned by the Town on Eleventh Street. The potential buyer of the property has filed the request.
- Morrison submitted a copy of the latest invoice filed for costs related to the Water Upgrade Project. To this date, 26.6% of the contract amount has been expended. Stivers requested an updated project schedule.
- No update on development of Town Comprehensive Plan which is to be presented to Council in September. The study is in the data collection phase.
- Morrison reported ARP application for funds had been filed on July 8th.
- Stivers is to contact the owner of the land that the Scout Cabin is on to notify that Town has scheduled completion of the in progress survey.
- Warren Volunteer Fire Department request for funding for purchase of turn out gear as previously approved by Council pending Township approval can proceed as that approval has been given. Scott Canady, member of Township Advisory Board was present. Part of the cost is being covered by a Bendix grant.
- In discussion of 2022 wages/benefits discussion, Surfus moved, seconded by Buzzard that the H SA payment for 2022 be set at \$3,000. Surfus, Buzzard, Stivers in the affirmative. Miller nay. Surfus moved, seconded by Buzzard, that raises for 2022 would not exceed \$1500 with final determination at a later date. Surfus, Buzzard, Stivers in the affirmative, Miller nay.

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- Under wages and benefits, Stivers requested consideration be given to placing a salary cap on all employees. No discussion other than information is to be gathered.
- As a discrepancy was found on the Account Payable Register, it will be resubmitted.
- Invoice Cloud – Following discussion, Miller motioned to approve accepting Invoice Cloud as a method to provide online payment, viewing, and management of utility accounts to customers who could opt in or continue paying as currently. No second of the motion.
- 2022 Budget – Morrison pointed out changes that had been made in the draft budget as submitted for Council review on July 7th due to discussion held at that meeting and omission of adding American Recovery Act money to the budget. Meeting with Indiana Department of Local Government for budget review is set for July 22nd.
- Disconnect procedures that are currently in place were reviewed. Discussion held. Miller moved to overturn current Council policy which does not allow for disconnect of employees effective January 1, 2022. Buzzard seconded and motion approved.
- Sills submitted the monthly project report.
- Sills reported that it was planned to move a hydrant at First and Main Street on the North side that is too close to the roadway across First Street to the area of Riverside Park. Citing that planned improvements of the Park might interfere, Sills was directed to reconsider a possible alternative to the original plan.
- Permit for construction of new pavilion in Tower Park – Morrison reported that the Indiana Department of Homeland Security is now asking for additional information such as load bearing, etc. so that portion of the permit application will be submitted to Sills.
- Announcements – Next Regular Meeting of Town Council, July 26.
- No Council questions or discussion.
- No Council Training on Internal Controls

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

Submitted _____ Clerk-Treasurer
Marilyn Morrison

Town Council:

As _____ President
Ethan Stivers

As _____ Member
Steve Buzzard

As _____ Member
Carrie Miller

As _____ Member
Tavis Surfus