

**COMMON COUNCIL
REGULAR SESSION
DECEMBER 19, 2011
7:00 P.M.**

The Common Council of the City of Warsaw met in a Regular Session on Monday, December 19, 2011 at 7:00 P.M. in the Council Chambers at City Hall. Mayor Ernest Wiggins presided and the following persons were noted as present or absent:

PRESENT: Councilmembers Charles Smith, Jeff Grose, George Clemens, Jerry Patterson, Joe Thallemer, and Diane Quance. Also present Mayor Wiggins, Clerk-Treasurer Lynne Christiansen, City Attorney Michael Valentine, Kosciusko County Circuit Court Judge Rex L. Reed, Attorney Steve Snyder, Cemetery Sexton Hal Heagy, Park Director Larry Plummer Jr., WWTU Manager Brian Davison, Police Chief Scott Whitaker, City Planner Jeremy Skinner, Mary Ellen Rudisel-Jordan from WCDC, Cindy Dobbins, Elaine Call, Mike Klondaris, Jerry Frush, other visitors as noted on the attached attendance sheet and hand written minutes, and Times Union reporter Jennifer Peryam.

ABSENT: Councilmember Babcock

The meeting was called to order by Mayor Wiggins followed by the Invocation and the Pledge of Allegiance.

MINUTES –

The minutes from the December 05, 2011 Regular Session were presented for approval. Motion made by Councilmember Quance to approve the minutes as presented, seconded by Councilmember Smith, carried by unanimous vote.

RECOGNITION OF VISITORS/OATHS OF OFFICE-

Kosciusko County Circuit Court Judge Rex L. Reed issued the oaths of office to all newly elected Officials as listed:

Council-Madeline (Elaine) Call, Cindy A. Dobbins, William G. Frush, Jeff Grose, Mike Klondaris, Diane L. Quance, and Charles D. Smith
Clerk-Treasurer-Lynne A. Christiansen
Mayor-Joe M. Thallemer

REPORTS –

The following reports and communications were presented:

- (1) Warsaw-Wayne Fire Territory November Activity Report
- (2) November financial report.

(Copies attached).

UNFINISHED BUSINESS-

None noted.

NEW BUSINESS –

RESOLUTION: REDUCTION TO ENCUMBRANCES 2010/2011 BUDGETS-

Resolution #2011-12-02, setting forth reductions to the encumbrances in the cemetery, park, aviation, general, fire territory operating, and fire territory equipment funds from revenue brought forth from the 2010 budget to be included in the 2011 budget, and to be eliminated in the 2012 budget, more specifically set forth within the resolution. Motion made by Councilmember Smith to approve the resolution, seconded by Councilmember Patterson, carried by unanimous vote. (Copy attached to minutes).

RESOLUTION TO PURCHASE PROPERTY-

Resolution #2011-12-03 was presented for consideration. The Resolution states that the City is interested in purchasing real estate located at the intersection of W. Center Street and W. Market St. more accurately described on the Resolution. Two appraisals will be completed before the action goes forward. Motion made by Councilmember Patterson to approve the Resolution, seconded by Councilmember Thallemer, with Councilmembers Grose, Smith and Quance voting aye, and Councilmember Clemens abstaining. (Copy attached to minutes).

2012 SALARY ORDINANCE AMENDMENT –

Human Resource Director Jennifer Whitaker submitted for approval **Ordinance #2011-12-01**, an amendment to the 2012 Salary Ordinance. Amendments as follows:

(1) Park & Recreation

Recreation Director-position title changed from Activities Director with the maximum hourly rate to be amended to reflect \$20.25.

Maintenance Director-position title changed from Park Director with a maximum bi-weekly rate of \$1,620.00.

Administrative Assistant-position title changed from Office Manager with a maximum hourly rate of \$16.00.

(2) Mayor

Assistant to the Mayor-position title changed from Secretary with a maximum bi-weekly rate of \$1,538.44.

Motion made by Councilmember Quance to approve the ordinance, seconded by Councilmember Thallemer, carried by unanimous vote. Motion was made by Councilmember Grose to suspend the rules and pass on second and final reading, seconded by Councilmember Smith, carried by unanimous vote. (Copy attached to minutes).

2012 SALARY ORDINANCE AMENDMENT –

Human Resource Director Jennifer Whitaker submitted for approval **Ordinance #2011-12-03**, an amendment to the Fire Territory 2012 Salary Ordinance. Amendment as follows:

Battalion Chief-new position, with the maximum bi-weekly salary of \$1,817.96.

Motion made by Councilmember Thallemer to approve the ordinance, seconded by Councilmember Clemens, carried by unanimous vote. Motion was made by Councilmember Grose to suspend the rules and pass on second and final reading, seconded by Councilmember Smith, carried by unanimous vote.

PERSONNEL POLICIES HANDBOOKS –

Ordinance #2011-12-04, an ordinance adopting the City of Warsaw Employee Personnel Policy Handbook was presented for approval. Motion made by Councilmember Smith to approve Ordinance #2011-12-04, seconded by Councilmember Patterson, and carried by unanimous vote. (Copy attached).

TRANSFER ORDINANCE/HUMAN RESOURCES –

Ordinance #2011-12-05 an ordinance transferring \$3,000 within the Human Resources budget, more specifically set forth within the ordinance was presented for approval. Motion made by Councilmember Patterson to approve the transfer, seconded by Councilmember Quance, carried by unanimous vote. (Copy attached to minutes).

ORDINANCE/SMOR GROUP, LLC ANNEXATION–

City Planner Jeremy Skinner presented **Ordinance #2011-12-06** adopting the annexation of property into the City limits. The property is a part of the Fractional Northeast Quarter of Section 4, Township 32 North, Range 6 East in Wayne Township, Kosciusko County, IN. The property is owned by the SMOR GROUP, LLC and this is a voluntary annexation. Councilmember Smith made a motion to pass the ordinance, seconded by Councilmember Clemens, carried by unanimous vote. (Copy attached).

RESOLUTION CUTTING 2011 BUDGETS-

Declaratory Resolution #2011-12-07 setting forth Line 1 cuts from the 2012 budget was presented for approval. Total General Fund cuts of \$198,700.00, total Cemetery cuts of \$10,700.00, total Parks & Recreation cuts of \$48,200.00, total Aviation cuts of \$11,900.00, and total Fire Territory cuts of \$206,000.00, for a grand total of \$475,900.00. All of the above Line 1 cuts were made from employee benefits-insurance that can be reduced from the original budgeted amount due to an actual lower percentage increase than expected during the budget cycle. Motion made by Councilmember Thallemer to approve the Resolution, seconded by Councilmember Patterson, carried by unanimous vote. (Copy attached).

OTHER MATTERS-

PRESENTATION OF PLAQUES-

Mayor Wiggins presented plaques to Councilmember's Patterson and Clemens in recognition of their years of service to the City. In turn, Councilmember Thallemer presented Mayor Wiggins with a plaque recognizing his years of service to the City as well. All three did not seek re-election of their positions.

PIKE LAKE FLOODING-

Councilmember Quance thanked Street Department Superintendant Lacy Francis Jr. for his department's quick response of sandbags and barricades during recent flooding of areas of Pike Lake.

ADJOURNED -

There being no further business to come before the Council by a motion duly made and seconded, the meeting was adjourned.

ATTEST:

Lynne Christiansen, Clerk-Treasurer