

**COMMON COUNCIL
REGULAR SESSION
March 19, 2012
7:00 P.M.**

The Common Council of the City of Warsaw met in Regular Session on Monday March 19, 2012 at 7:00 P.M. in the Council Chambers at City Hall. Mayor Joseph M. Thallemer presided and the following persons were noted as present or absent:

PRESENT: Councilmembers Elaine Call, Cindy Dobbins, Jeff Grose, Charles Smith, Mike Klondaris, Jerry Frush, and Diane Quance. Also present Mayor Thallemer, Clerk-Treasurer Lynne Christiansen, Attorney Adam Turner, WWTU Manager Brian Davison, City Planner Jeremy Skinner, Assistant City Planner Tim Dombrosky, WWTU Pre-Treatment Coordinator Duane Griner, HR Director Jennifer Whitaker, Brian Houghton and Jeff Hersha from Jones & Henry Engineers, and Jennifer Peryam, reporter with the Warsaw Times-Union.

ABSENT: None.

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

MINUTES –

The minutes from the March 5th, 2012 regular session was presented for approval. Motion made by Councilor Quance to approve the minutes as presented, seconded by Councilor Frush and carried by unanimous vote.

REPORTS & COMMUNICATIONS-

The following reports and communications were presented:

- (1) Kosciusko Economic Development Corp. 2011 Annual Report
- (2) Final Official Statement, Redevelopment District Tax Increment Revenue Bonds, Series 2012
- (3) WWTU 2011 Year End Summary provided by H.J. Umbaugh & Associates
- (4) February 2012 financial reports
- (5) Update on Annexation that is in progress

Documentation attached to minutes.

NEW BUSINESS –

ORDINANCE/TRANSFER OF FUNDS -

Ordinance #2012-03-01, an ordinance transferring funds within the Airport, Building & Plan, Cemetery, Clerk, Human Resources, Mayor, Park, Police, and Street Department Budgets, and more specifically set forth within the ordinance, was presented for approval. Motion made by Councilor Smith to approve the transfer ordinance, seconded by Councilor Dobbins, and carried by unanimous vote. (Copy attached to minutes).

PERSONNEL POLICIES HANDBOOKS-

Ordinance #2012-03-02, an ordinance adopting a change in the City of Warsaw Employee Personnel Policy Handbook was presented for approval. The amendment addresses the awarding and banking of sick time, specifically for Fire employees working a 24/48 hour schedule. Motion made by Councilor Call to approve Ordinance #2012-03-02, seconded by Councilor Smith, carried by unanimous vote. (Copy attached).

YEAR- END REVIEW /BLDG. & PLAN-

City Planner Jeremy Skinner presented a synopsis of operations from the Building and Planning Department for 2011. The report included issued permits, inspections, Geographical Information System (GIS), code enforcement, and other responsibilities. It also included a review of the Plan Commission, Board of Zoning Appeals, and Redevelopment Commission.

ORDINANCE/TRANSFER OF FUNDS-

Ordinance #2012-03-03 an ordinance transferring funds within the Building & Plan Department Budget, and more specifically set forth within the ordinance, was presented for approval. Motion made by Councilor Quance to approve the transfer ordinance, seconded by Councilor Grose, and carried by unanimous vote. (Copy attached to minutes).

AMENDMENT TO CITY CODE/TRAFFIC SAFETY COMMISSION –

Ordinance #2012-03-04 amending Section 74-33 of the City Code was presented for approval.

This ordinance revises the membership, duties, and responsibilities of the traffic commission. Discussion was held regarding paid and non-paid members of the commission. Motion made by Councilor Frush to table the ordinance, seconded by Councilor Quance, carried by unanimous vote. (Copy attached to minutes).

AMENDMENT TO CITY CODE/WASTEWATER PRETREATMENT-

Ordinance #2012-03-05 amending Chapter 78 of the City Code was presented for approval. The entire ordinance has been rewritten because of the Environmental Protection Agency (EPA) streamlining rule changes that are now in effect. After discussion, Councilor Smith made a motion to approve the ordinance, seconded by Councilor Grose, carried by unanimous vote.

YEAR- END REVIEW /WASTEWATER TREATMENT UTILITIES-

WWTU Manager Brian Davison presented a 2011 year end summary of operations from the Wastewater Treatment Facility. The report included information on pretreatment, operations, laboratory, maintenance, electricians, and the payment office.

RESOLUTION/TRANSFER OF FUNDS-

Resolution #2012-03-01 was presented for approval. The resolution temporarily transfers funds from the General Fund to the Police Pension Fund. The funds will be transferred back to the General Fund before the end of the year and more specifically set forth within the ordinance. Motion made by Councilor Frush to approve the transfer ordinance, seconded by Councilor Dobbins, and carried by unanimous vote. (Copy attached to minutes).

WASTEWATER PROJECT OVERVIEW/JONES & HENRY-

Brian Houghton from Jones & Henry Engineers came before the Council with an overview of the ongoing project for the Wastewater Treatment Utility. A presentation showing diagrams and the scope of the project was shown to the Council. Mr. Houghton answered questions throughout the presentation and the Council discussed the project. A DVD of the project along with a "Wastewater 101 Glossary" was given to the Council explaining the project in further detail as well as terms used in Wastewater matters. (Copy attached)

COUNCIL REDISTRICTING-

City Planner Jeremy Skinner presented maps of Scenario #2 (two) and Scenario #3 (three) illustrating new Council districts. Discussion was held and it was the consensus of the Council to continue with Scenario #2 (two) and for Mr. Skinner to make some revisions before boundaries are finalized. (Copy of maps attached).

ADJOURNMENT-

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