

**Albion Town Council**  
**Tuesday, January 22, 2019, 6:00 pm**  
**Albion Municipal Building**  
**211 East Park Drive, Albion, IN, 46701**

**CALL TO ORDER:** Town Council Vice-President Chris Magnuson called the meeting to order at 6:00 pm. The Pledge of Allegiance was recited. President Vicki Jellison was on vacation.

**ATTENDANCE:** Chris Magnuson, Vice-President  
Don Shultz, Member  
Darold Smolinske, Member

**ABSENT:** Vicki Jellison, President  
John Morr, Member

**OTHERS:** Carol A. Selby, Clerk-Treasurer  
Stefen Wynn, Town Manager  
Steven Clouse, Town Attorney  
Matt Getts, KPC Media  
Kevin Kelly, Our Hometown News  
Scott Cole Police Dept  
John Urso, Fire Dept  
Sharon Leitch  
Corey Short, Police Dept

**APPROVAL OF MINUTES:** Minutes from the Regular Meeting on January 8, 2019 were approved. Motion by Shultz, seconded by Smolinske, carried 3 Ayes, 0 Nays.

**ANNOUNCEMENTS:**

**1. Albion Chamber of Commerce Annual Meeting Dinner**

The event was well attended and several people/businesses were recognized for their contributions to the community. Truelove Bros., Inc has been in business 81 years and was named business of the year.

**2. Fire Department Annual Appreciation Dinner – American Legion**

Due to inclement weather, the dinner was rescheduled to February 9, 2019 at 7:00pm.

**OPEN DISCUSSION: NONE**

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

**1. Approval for submitting Community Crossings Grant Application for West**

**Hazel Street** – Council gave permission for Wynn to submit Community Crossings Matching Grant applications to INDOT for the below listed projects for W Hazel Street.

Motion made by Shultz, seconded by Smolinske, carried 3 Ayes, 0 Nays. The grant would cover 75% of eligible estimated costs. The Town is responsible for the balance of project costs. A list of proposed funding sources was provided to council.

- a. W Hazel Street Project #1 – Oak Street to High Street
- b. W Hazel Street Project #2 – Weeks Street to Oak Street
- c. W Hazel Street Project #3 – Oak Street to Orange Street

**2. Approval for filling vacant full-time Deputy Marshal position**

Council voted to approve a recommendation by Town Marshal Scott Cole for the promotion of part-time, academy-trained Officer Ryan Castle to fill a currently vacant full-time 2<sup>nd</sup> Class Deputy Marshal position. Motion made by Smolinske, seconded by Shultz, carried 3 Ayes, 0 Nays. Cole said he is proud of both Deputy Ryan Castle and Deputy Lucas Pant on successful completion of Indiana Law Enforcement training.

**3. Approval of Salary Ordinance No. 2019-02**

Council voted to approve Salary Ordinance No. 2019-02, *A Payroll Ordinance Amending Annual Wages and Benefits for Town of Albion Employees in the Police Department and Fire Department for the 2019 Calendar Year*, on its first and second readings as follows. The ordinance amends current positions/titles/job descriptions, and wages for the Police and Fire Departments and is effective with the next pay period beginning January 27, 2019.

**First Reading**

Shultz caused Ordinance 2019-02, to be read for the first time by title only. Shultz motioned for approval of the ordinance, seconded by Smolinske, carried 3 Ayes, 0 Nays.

**Second Reading**

Shultz motioned to suspend the rules to allow for the reading of the Ordinance for a second time by title only, seconded by Smolinske carried 3 Ayes, 0 Nays. Shultz then caused the ordinance to be read a second time by title only and motioned to approve the adoption of the ordinance on its second reading, seconded by Smolinske, carried 3 Ayes, 0 Nays. The ordinance includes the following changes.

- a.) The Sergeant Investigator line item replaces the Chief/Deputy Investigator line item and the salary for the new exempt position is set at \$1728 bi-weekly. Deputy David C. Thieme, Jr has been promoted to this position.
- b.) The Chief Deputy Marshal Captain position is a new line item and the pay for the new non-exempt position is \$20.93/hour. Deputy Trince C. Hursey has been promoted to this position.
- c.) The Fire Department combined the Secretary and Treasurer positions into one position, and the pay is set at \$836 annually. Firefighter Johna Peterson currently holds this position.

**4. 2019 Committee Assignments**

Council members voted to approve the updated committee list. Motion made by Smolinske, seconded by Shultz, carried 3 Ayes, 0 Nays.

**5. Board & Commission Appointments**

Council members received confirmation that Noble County Commissioners appointed Jarrod Owen (Republican) and Mike McCoy (Democrat) to fill 2-mile jurisdiction seats (4-year terms) on the Albion Plan Commission. (Reference IC 36-7-4-214).

It was noted the entire membership of the Redevelopment Commission is up for appointment. Consideration of those appointments will take place at a later date.

**6. 509 N York Street property – Consideration of waiving \$7,565 lien**

Council tabled this item until additional information is available.

**7. Consideration of Quotes for Emergency Lighting for Fire Rescue #96**

Council voted to approve a quote from the lowest most responsive and responsible bidder, Taylor'd Equipment in the amount of \$4,140.72 for emergency lighting for Rescue truck #96. Motion made by Smolinske, seconded by Shultz, carried 3 Ayes, 0 Nays. A quote was also received from 1<sup>st</sup> Response Fleet Service - \$4,509.94. Due to the specialized nature of this equipment, only two quotes were received. Fire Department budgeted funds are slated to be used of the purchase (Appropriation No. 101 600 36000).

**DEPARTMENT HEADS:**

**Fire Dept**

Deputy Fire Chief John Urso was present to give an overview of the department's monthly and year-end report. There were 34 runs in December and a total of 404 runs for 2018. Medical assists made up more than half of the runs in 2018. The department has been using recently purchased training software. The software helps to track and document training and certifications. Four (4) firefighters are taking a State Emergency Medical Responder Class. Firefighter Kody Forker has completed Firefighter II Training. Two firefighters have reached milestones in their service to the department- Bob Beckley has been with the department for 45 years and Shawn Jacob has served for 25 years. Their service to the community is greatly appreciated. The fire department is interested in several items for sale by the recently disbanded St. Joseph Township Fire Department, and is waiting to hear back regarding prices.

**Police Dept**

Council members acknowledged receipt of the department's monthly reports for November and December. There were 336 calls for service in November and 374 in December. Deputy Lucas Pant graduated from the Indiana Law Enforcement Academy on January 18, 2019. Part-time Deputy Robert Vernon successfully completed a 120-hour refresher course. Cole expressed appreciation for their commitment to furthering their training. The department received approximately \$7,000 in Cradle Point wireless device equipment free through a grant secured by Emergency Management Director

Mic Newton. The equipment will aid officers in accessing Spillman software from their vehicles. Council gave the okay for Cole to order two new iPads for council members. Deputy David Thieme, Jr will be attending a detective/investigator course in February. Taser certification and recertification are coming up soon.

**Town Manager**

Town Manager Stefen Wynn provided an overview of his report. The Town is waiting to receive a fully executed contract back from INDOT for the Community Crossings Matching Grant for Village Drive and W Main/Weeks Streets. Fleis & Vandebriink is hosting a workshop January 31, 2019. Council voted to apply the remainder of the town's match for the Hometown Collaborative Initiative (approximately \$3,000) towards a downtown redevelopment planning grant. Motion made by Shultz, seconded by Smolinske, carried 3 Ayes, 0 Nays. Progress on completion of the Ammonia Treatment Project at the wastewater ponds is behind schedule. Installation of discs for the aeration system needs to be done when the ponds are not iced over. The first invoice for the town's share of the CR 400 N project is expected in February. The 'old' Opera House located on W Jefferson Street is under new ownership and expected to house attorney offices. The deadline for property owners to submit applications for this year's 50/50 Sidewalk Program is March 15, 2019. Department Head's are to have dates on their Deadline Scorecards updated by February.

**APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS:**

After discussion, Smolinske motioned to approve Payroll and Accounts Payable Vouchers as of January 17, 2019 and January 22, 2019 seconded by Shultz, carried 3 Ayes, 0 Nays, submitted and reviewed, attested by Carol A. Selby.

**ADJOURNMENT:** There being no further business to be brought before the council in regular session, Magnuson adjourned the meeting at 7:28 pm, motion made by Shultz, seconded by Smolinske, carried 3 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on February 12, 2019 at 6:00 pm, at the Albion Municipal Building, 211 East Park Drive, Albion, IN.

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VICKI E. JELLISON, PRESIDENT

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CHRISTINA K. MAGNUSON, VICE-PRESIDENT

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JOHN D. MORR, MEMBER

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DONALD J. SHULTZ, MEMBER

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DARROLD SMOLINSKE, MEMBER

ATTEST: \_\_\_\_\_  
CAROL A. SELBY, CLERK-TREASURER