

**Albion Town Council  
Tuesday, January 24, 2017, 6:00 pm  
Albion Municipal Building  
211 East Park Drive, Albion, IN, 46701**

**CALL TO ORDER:** Town council president Max Weber called the meeting to order at 6:00 pm. The Pledge of Allegiance was recited.

**ATTENDANCE:** Max Weber, President  
Vicki Jellison, Vice-President  
Chris Magnuson, Member  
John Morr, Member  
Don Shultz, Member

**OTHERS:** Carol A. Selby, Clerk-Treasurer  
Stefen Wynn, Town Manager  
Matt Getts, KPC Media  
Tom Lock, Police Dept  
Scott Cole, Police Dept  
Terry Forker, Water/Wastewater Depts  
Brian Stimpson, Street/Cemetery Depts  
Corey Short, Street Dept  
Brad Rollins, Fire Dept  
Aaron Knight, Fire Dept  
Sharon Leitch  
Derek Frederickson, ERI  
Toby Stefen, BFS  
Rick Pharris, Triad  
Jeremy Sponseller, Triad  
Mitch Fiandt

**APPROVAL OF MINUTES:** Weber asked for approval of the minutes from the regular meeting on January 10, 2017. Shultz motioned to approve the minutes, seconded by Magnuson, carried 5 Ayes, 0 Nays.

**ANNOUNCEMENTS:**

**1. Birth Announcement**

Council members congratulated Town Manager Stefen Wynn and his wife, Autumn on the recent birth of their son, Sebastian.

**2. Albion Chamber of Commerce Annual Dinner & Meeting**

January 31, 2017, Blessed Sacrament Church, dinner begins at 6:00pm.

**3. Annual Noble County EDC Meeting**

January 26, 2016 at 4:00 pm, Noble County Public Library, Lower Level.

**OPEN DISCUSSION:**

**1. Meeting Sign-in Sheet**

Town council member John Morr suggested making a sign-in sheet available for guests to log their attendance at council meetings.

**2. New Town Website**

Data from the town's existing website is in the process of migrating to the new site.

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

**1. TIF #1 Legacy Street Projects**

Council members voted to approve and cause Town Council President Max Weber to sign the Construction Contract between the Town and Niblock. Motion made by Magnuson, seconded by Shultz, carried 5 Ayes, 0 Nays.

After discussion regarding (4) quotes received for Construction Inspection Services for TIF #1 Legacy Street Projects, Council members tabled the matter until the next meeting in an effort to obtain more comparable quotes. Contractors were asked to re-submit quotes and include mileage, expenses, and the hourly rate for a Level 1

Engineer that would provide inspection services for 24 hours per week for 14 weeks. Council members will revisit the matter at their February 14, 2017.

**2. Consideration of Quotes for Doors for Albion Municipal Building & Water Plant**

Because not all quotes were in for door replacement at the water plant, Council members tabled this topic until the next meeting on February 14, 2017.

**3. Consideration of request for personal use of Albion Municipal Building Shop**

A proposed policy for personal use of the Street Shop by town employees died for lack of a motion after lengthy discussion by council members. The policy, presented by Street Superintendent Brian Stimpson would have allowed qualified employees afterhours access to the Albion Municipal Building to work on their personal vehicles. The town's insurance company and the town attorney were consulted during the drafting of the policy. The plan outlined rules that would need to be adhered to, and required employees to provide proof of a minimum of \$1 million in insurance, with the town named as insured. Stimpson said he believed the policy would help to attract and retain skilled, qualified employees. In the end, council members indicated the policy was not in line with recently adopted internal controls, or in the best interest of the taxpayers they represent.

**4. 2017 Town Council Appointments**

There were no Town Council appointments to address at this time.

**5. 2017 Council President Appointments**

Clerk-Treasurer Carol Selby said she erred in placing consideration of the reappointment of Scott Cole to the Albion BZA on the January 10, 2017 meeting agenda. That particular seat on the BZA is a 2-mile jurisdiction member of, and appointed by the Albion Plan Commission. Noble County Commissioners are responsible for making the 2-mile jurisdiction appointment to the Albion Plan Commission. Selby apologized for the confusion and noted that Noble County Commissioners reappointed Cole to the Albion Plan Commission at their January 23, 2017 meeting. Plan Commission members will consider the appointment to the BZA at their upcoming organizational meeting.

**6. Acknowledgement of 2017 Committee Assignments**

Council acknowledged receipt of an updated schedule for 2017 Committee Assignments.

**DEPARTMENT HEADS:**

**Fire Department, Brad Rollins**

Council acknowledged receipt of the fire department's monthly and year-end reports. The number of hours for 1<sup>st</sup> Responder and Fire training in 2016 totaled 1067.75. Training was conducted by both internal (firefighters that are certified trainers) and external sources (DNR, etc). Air bottles are in, and turnout gear is on order. The department is still in the process of researching options for radios. In response to a question regarding first shift coverage, Fire chief Brad Rollins reported Albion, as well as many other departments struggle with day-time coverage as many volunteers have other full-time jobs.

**Street/Cemetery Departments, Brian Stimpson**

Council acknowledged receipt of the departments' monthly report. Street/Cemetery superintendent Brian Stimpson reported "Authorized Vehicles Only" signs were put up in the Albion Municipal Building Parking lot to help deter truck traffic. An "Emergency Vehicles Exiting" sign was placed on Seventh Street. An "FDC" (fire department connection) sign was installed at the Albion Municipal Building. Crosby Excavating has completed the ADA compliant sidewalk ramp at the Village of White Oaks. Stimpson reported the SureTrac trailer purchased last year was traded-in on two smaller SureTrac trailers better suited to the town's needs. One trailer will be used for the mini excavator and the other for transporting mowers. The trade-in transaction was even, no additional funds were expended for acquisition of the two new trailers. Stimpson is working with INDOT for installation of signs on State Road 9 to route truck traffic down Weber Road to the industrial park traffic. Concerns were raised about the width of Weber Road. Stimpson said his future plans include working toward obtaining funds for improving Weber Road. Stimpson completed Pazer training.

**Water/Wastewater Departments, Terry Forker**

Council acknowledged receipt of the departments' monthly report. Water/Wastewater superintendent Terry Forker reported he is researching options for treating ammonia levels in the town's wastewater system. Wynn reported he will be meeting with representatives from the Office of Community & Rural Affairs (OCRA) soon to discuss funding options for ammonia treatment. Wagner Electric is working on a lift station pump. Forker will be attending training in Indianapolis next week. There was discussion regarding the town paying for training of an employee to take a certification exam. The employee has not yet taken the exam. Council recommended imposing a deadline for completion of the exam. Forker thanked the Street Department for assisting with a recent water main break. Future goals for the department include water main and meter replacement.

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

After discussion, Magnuson motioned to approve Accounts Payable Vouchers as of January 19, & January 24, 2017, seconded by Jellison, carried 5 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 motioned to adjourn the meeting at 7:55 pm, seconded by Jellison, carried 5 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on February 14, 2016 at the Albion Municipal Building, 211 East Park Drive, Albion, IN.

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MAX C. WEBER, PRESIDENT

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VICKI E. JELLISON, VICE-PRESIDENT

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CHRISTINA K. MAGNUSON, MEMBER

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JOHN D. MORR, MEMBER

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DONALD J. SHULTZ, MEMBER

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