

**Albion Town Council  
Meeting Minutes  
Tuesday, February 14, 2023, 6:00 pm  
Albion Municipal Building  
211 East Park Drive, Albion, IN, 46701  
Teleconference via GoToMeeting  
(Meeting ID# 280137509)**

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

**ATTENDANCE:** Vicki Jellison, President  
Don Shultz, Vice-President  
Zane Gray, Member  
Abby Lindsey, Member  
John Morr, Member

**OTHERS PRESENT:**

Carol A. Selby, Clerk-Treasurer	Terry Forker, Water/Wastewater Depts
Jacob Ihrie, Town Manager	Aaron McGinnis, Water/Wastewater Depts
J. Darrick Brinkerhoff, Town Attorney	Casey Myers, Park/Cemetery Depts
Matt Getts, KPC Media	Corey Miller, Street/Cemetery Depts

**APPROVAL OF MINUTES:** Minutes from the regular meeting on January 24, 2023 were approved. Motion by Shultz, seconded by Gray, carried 5 Ayes, 0 Nays.

**ANNOUNCEMENTS:**

Town Council President Vicki Jellison reported she attended the Albion Chamber of Commerce Annual Meeting & Dinner and the Annual Fire Dept Appreciation Dinner and encouraged other councilmembers to attend next year.

**OPEN DISCUSSION:**

**Noble County Public Library presentation on “The Bridge” Coworking/Maker’s Space – Derrick Leatherman** – This item was tabled until the next meeting on February 28, 2023.

**DEPARTMENT HEAD REPORTS:**

**Park/Cemetery** - Council acknowledged receipt of the monthly report, and drawings for the proposed barn addition at Hidden Diamonds Park. Superintendent Casey Myers said plans are to put up at least two security light poles in Hidden Diamonds Park this year. Since, camping is no longer an amenity at the park, the question came up as to whether or not the dumping station is still needed. Council recommended discussing it at the next department head meeting.

**Street/Cemetery** – Superintendent Corey Miller provided a summary of department activities. Council acknowledged receipt of notice that Indiana Michigan Power will be performing routine line maintenance in Albion. Council took action on the following items.

**1) 2023 Tree Maintenance – Permission to seek quotes for tree work**

Council gave permission for Miller to seek quotes for this year’s tree trimming and removal projects. In regards to incorporating language into future RFQs for the purpose of indemnifying the Town, Brinkerhoff and Ihrie will get together to come up with standardized language regarding liability insurance, etc.

**2) Review of acceptable items for Spring Clean-up**

No changes were made to the items the Town allows for disposal as listed on the Spring Cleanup Flyer. Minor grammatical changes will be made to the flyer prior to mailing.

**3) Approval of Deductive Change Order – Pulver Asphalt Paving**

Council voted to approve a deductive Change Order (No. 1 & Final) based on final installed quantities resulting in a decrease in the amount of \$11,881.00. Motion by Shultz, seconded by Gray, carried 5 Ayes, 0 Nays. (Original Contract Price: \$908,227.50 – \$11,881.00 Change Order = \$896,346.50 Final Project Cost.)

**Water/Wastewater** - Council acknowledged receipt of the monthly report. Superintendent Terry Forker thanked the street department for assistance with repairing a water main break last week. A new 10hp pump has been installed at the wastewater ponds. The pump at the lift station near Dollar General was clogged with clothing and had to be fixed. Council took action on the following items.

**1) Consideration of Quotes for Service Body & Equipment for Ford 450 Truck**

Three quotes were received for installation of a service body and equipment to be installed on the recently purchased Ford 450 truck. (H&H Sales Company, Inc. - \$86,340; Kalida Truck Equipment, Inc. - \$74,900; W.A. Jones - \$69,878). Forker reported all vendors quoted the same equipment. The quotes also include labor for installation of the service body, and multiple pieces of equipment, including an electric crane and boom. Due to the complicated nature of the installation, and based upon past experience with the performance of both of the lowest quoters, Forker recommended approving the quote from Kalida Truck Equipment, Inc., the second lowest quoter. During discussion, Council received input from town employees about past experiences with Kalida and W.A. Jones. Both vendors have installed equipment on other Town vehicles. Issues were reported with prior work performed by W. A. Jones, while work performed by Kalida was found to be of better quality in comparison. Taking into consideration statutory purchasing requirements, Council determined while all vendors submitted a responsive quote as per IC 36-1-12-4(b)(10), Kalida Truck Equipment, Inc. submitted the lowest most responsive quote as per IC 36-1-12-4(b)(11) which provides consideration for a bidder's ability and capacity to perform the work, integrity, character and reputation, and competence and experience. After discussion, Morr motioned to approve the quote from Kalida Truck Equipment, Inc. in the amount of \$74,900 rather than the lowest quote because of previous issues with work performed by W.A. Jones. Seconded by Shultz, carried 5 Ayes, 0 Nays.

**2) Update on Proposed Water Plant Upgrades**

Superintendent Terry Forker reported one of the high service pumps (#3) is beginning to fail and needs to be replaced. He said this is one of three pumps that force water into the system. At the same time the pump is replaced, it makes sense to install Variable Frequency Drives (VFD) on all three of the high service motors which would save electricity and prolong the life of the motors, in addition to several other operational advantages to using a VFD. Also, in need of replacement is the "finished water meter." This meter accounts for all the water pumped from the water plant. The readings are compared to the amount of water residents are billed to determine water loss. The current meter is not as accurate as it needs to be, and needs replaced in order to accurately assess water loss. All of the above items will be tied to the existing computer system. After discussion, Council voted to approve the quotes from Peerless Midwest Inc. totaling \$79,885 to complete the work. Motion by Gray, seconded by Morr, carried 5 Ayes, 0 Nays. Water Funds and TIF Funds (subject to RDC approval) are slated to cover the cost.

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

**1. Consideration of Ordinance No. 2023-03 – 2nd Reading (Park Board matters)**

Council voted to approve on its second reading, Ordinance No. 2023-03 as indicated below. The ordinance allows for a total of five park board members with one of those members being appointed by the library or school board. A statutory provision allowing the council to waive political affiliations if needed is also included in the ordinance.

**Second Reading** - Shultz caused *Ordinance No. 2023-03, An Ordinance Re-Establishing a Department of Parks and Recreation and the Repeal of Ordinance P86-1 and all other Ordinances in Conflict Therewith* to be read. Shultz then motioned for adoption of the ordinance on its second reading, seconded by Gray, carried 5 Ayes, 0 Nays.

**2. Update on proposed Childcare Facility** – Town Manager Jacob Ihrle reported he is still waiting on the second construction estimate on the proposed Childcare Facility. However, the contractor indicated the estimate will probably be between \$2.5 - \$2.8 million. Due to the funding gap, he said they are taking a step back to re-examine the project. He said they may hold a public engagement summit to brainstorm ideas and generate crowdsourcing options.

**3. Review changes to Façade Improvement Matching Grant Program recommended by RDC** - Councilmembers did not voice any objections to proposed revisions to the Façade Grant Program recommended by the RDC. Council President Vicki Jellison and Councilmember John Morr plan to attend the March 8, 2023 RDC meeting when it's anticipated the RDC will officially vote on the changes.

**4. Update on CR 400 N Project – Town's portion of construction cost is \$389,836.90**  
Back in June 2016, the Albion Town Council entered into an Interlocal Agreement with Noble County Councilmembers and Commissioners for improvements to County Road 400 N to increase traffic capacity needs as related to economic development. The County was awarded federal funds for the project via INDOT's Local Public Agency Program. As per terms of the agreement, the Town is required to pay its matching share upon award of the contract for the construction phase of the project. Council acknowledged payment of that amount with the February 14, 2023 claim cycle in the amount of \$389,836.90. (Prior payments for preliminary engineering were made in the amount of \$67,285.26, bringing the total paid to date to \$457,122.16). Ihrle and Miller attended a pre-construction meeting regarding the project on January 19, 2023. Tree removal and utility adjustments are planned for 2023, with road work commencing in 2024/2025 and project completion anticipated by 2026.

**APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS:** Shultz motioned to approve Accounts Payable & Payroll Vouchers as of Jan 26, Feb 9 & Feb 14, 2023. Gray seconded, carried 5 Ayes, 0 Nays, attested by Carol A. Selby.

**ADJOURNMENT:** There being no further business to be brought before Council in regular session, the meeting adjourned at 7:12 pm. Motion by Gray, seconded by Morr, carried 5 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on February 28, 2023 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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JOHN D. MORR, MEMBER

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DONALD J. SHULTZ, VICE-PRESIDENT

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ABIGAIL E. LINDSEY, MEMBER

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ZANE M. GRAY, MEMBER

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