

**Albion Town Council**  
**Tuesday, February 26, 2019, 6:00 pm**  
**Albion Municipal Building**  
**211 East Park Drive, Albion, IN, 46701**

**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  
Chris Magnuson, Vice-President  
Darold Smolinske, Member

**ABSENT:** John Morr, Member  
Don Shultz, Member

**OTHERS:** Carol A. Selby, Clerk-Treasurer  
Stefen Wynn, Town Manager  
Steve Clouse, Town Attorney  
Kevin Kelly, Our Hometown News  
Scott Cole, Police Dept  
Bob Amber, Fire Dept  
Sharon Leitch  
Josh Rosenogle, Leatherman Construction

**APPROVAL OF MINUTES:** Minutes from the Regular Meeting on February 12, 2019 were approved. Motion by Magnuson, seconded by Smolinske, carried 3 Ayes, 0 Nays.

**ANNOUNCEMENTS:**

1. Council members Don Shultz and John Morr are out of town and unavailable for tonight's council meeting.
2. Central Noble School is hosting "Portrait of a Graduate" on March 4, 2019, 6:00 pm.
3. The Ribbon Cutting Ceremony for the Pill Box Pharmacy was well attended. Jellison said she is excited about Albion paving a new path in being the first community in Indiana to have a Telepharmacy. Local residents now have the opportunity to obtain pharmaceuticals, as well as over-the-counter medical needs without leaving town.

**PUBLIC HEARING:**

**Additional Appropriation - Local Road & Bridge Matching Grant Fund No. 115**

Town Council President Vicki Jellison opened the Public Hearing at 6:04 pm and called for public comment. Notice of the Public Hearing was published in the Kendallville News-Sun and Albion New Era on February 13, 2019. Town Manager Stefen Wynn explained the proposed Additional Appropriation process is required by the DLGF in order to appropriately account for Community Crossings Matching Grant funds. There being no further public comment, Jellison opened the floor for discussion between

council members. After discussion, the public hearing was adjourned at 6:05 pm. Adoption of the necessary ordinances was addressed under New Business.

**OPEN DISCUSSION:**

In regards to a question about pot holes, it was noted the Street Department purchased cold patch today and has started patching holes.

**OLD BUSINESS:**

**1. Hidden Diamonds – Croft Ditch erosion**

Park Superintendent Casey Myers is working with the Noble County Surveyor to address erosion along the banks of Croft Ditch.

**2. W Main Street Project – Road Closures**

“Road Closed” signs have been delivered in anticipation of the upcoming paving project on W Main/Weeks Street. The contractor plans to have one lane accessible throughout most of the project. Only minimal, short-term road closures are expected.

**NEW BUSINESS:**

**1. Vacation & Re-Plat Request – Larry & Nancy Cooper**

Council voted to approve a recommendation by the Albion Plan Commission to Vacate & Re-Plat property located at The Meadows of North Ridge Village Lots 10 & 11. Josh Rosenogle, Leatherman Construction, presented the plan to council members on behalf of petitioners Larry & Nancy Cooper. The Coopers plan to construct a single-family dwelling across both lots. As stipulated in the Plan Commission’s recommendation, the property owners will install a sidewalk along their property within the Town’s Right of Way to keep with the aesthetics of the area, and comply with the existing Comprehensive Plan. After discussion, Council voted to Vacate Lots 10 & 11 at the Meadows of North Ridge Village. Motion made by Magnuson, seconded by Smolinske, carried 3 Ayes, 0 Nays. Magnuson then motioned to Replat the property as Cooper’s Ridge, Lots 1 & 2. Seconded by Smolinske, carried 3 Ayes, 0 Nays.

**2. 509 N York Street property – Consideration of waiving \$7,565 lien**

Town representatives plan to attend the Noble County Commissioners’ meeting scheduled for March 11, 2019 at 10:00 am to discuss the future of this property.

**3. Noble County Economic Development Corp. (NCEDC) – Request for funds**

In response to a letter from the NCEDC requesting \$2,500 in funding, Council voted to approve a recommendation by Town Manager Stefen Wynn to provide funding in the amount of \$2,500 with the condition that the funds be used for programmatic functions of the NCEDC, but not towards salaries, utilities or general operating expenses. It was further stipulated the pledge of \$2,500 is for 2019 only, and not to be construed as a blanket commitment of that amount for subsequent years. Motion made by Smolinske, seconded by Jellison, carried 3 Ayes, 0 Nays. CEDIT funds are allocated for the expense. It was noted the Town provides an in-kind donation to the NCEDC in the form of rent-free office space, and recently assisted in funding building improvements. Also, the Town previously provided funds toward the incumbent worker training program.

**4. Approval of Ordinance No. 2019-03 – 1<sup>st</sup> & 2<sup>nd</sup> Readings**

Council voted to approve Ordinance No. 2019-03, *An Ordinance Establishing Local Road & Bridge Matching Grant Fund No. 115 (Reference IC 8-23-30)*, on its first and second readings as follows. The ordinance creates a fund for deposit of Community Crossings Grant revenue, and when necessary the Town’s matching portion as required by the grant.

**First Reading**

Magnuson caused Ordinance 2019-03, to be read for the first time by title only. Magnuson motioned for approval of the ordinance, seconded by Smolinske, carried 3 Ayes, 0 Nays.

**Second Reading**

Magnuson 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. Magnuson 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.

**5. Approval of Ordinance No. 2019-04 – 1<sup>st</sup> & 2<sup>nd</sup> Readings**

Council voted to approve Salary Ordinance No. 2019-04, *Additional Appropriation Ordinance for the Town of Albion, Indiana Local Road & Bridge Matching Grant Fund No. 115 (Reference IC 6-1.1-18-5)*, on its first and second readings as follows. The ordinance serves to establish appropriations in the amount of \$397,797.56 for the Village Drive Patching Project and West Main/Weeks Street Paving Project.

**First Reading**

Magnuson caused Ordinance 2019-04, to be read for the first time by title only. Magnuson motioned for approval of the ordinance, seconded by Smolinske, carried 3 Ayes, 0 Nays.

**Second Reading**

Magnuson 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. Magnuson 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.

**OTHER COMMENTS:**

**Indiana Department of Environmental Management (IDEM) Meeting – 2/26/2019**

Town Manager Stefen Wynn reported he, along with Water/Wastewater Superintendent Terry Forker and Deputy Superintendent Aaron McGinnis traveled to Indianapolis earlier today to meet with IDEM officials regarding the Ammonia Project. While there, they also discussed a request made by Dexter Axle for the town to accept wastewater from a new powder coating process at their Albion facility. A brief outcome of those discussions is listed below.

- a. Ammonia Project – Representatives from Wessler Engineering, design engineers and Kokosing Industrial, contractors for the project, were present at the meeting. The timeline for completion of the project was discussed. Disks for the diffused aeration system are suppose to be installed by the end of next week. Data on ammonia levels during winter months is needed to gauge compliance with IDEM imposed ammonia limitations.
- b. Dexter Axle – Dexter Axle has applied for an Industrial Pre-treatment permit from IDEM for wastewater from a new powder coating process currently being installed at their Albion plant. Dexter Axle would like the town to accept discharge of the pre-treated wastewater into the town's sewer system. In order to do this, the town would be required to apply for a modification of its NPDES Permit. Additional testing of the town's influent and effluent wastewater would be required. Dexter Axle would like the powder coating process to be operational by April 1<sup>st</sup>. However, the process for modifying the town's NPDES Permit takes approximately 90 days from submittal of the request to IDEM. Because of the time constraints, Wynn asked for permission to send a letter to IDEM indicating the town would accept the wastewater. However, council members asked this item to be placed on the March 12, 2019 Agenda when all council members and Superintendent Terry Forker are expected to be present. Council also asked Wynn to request that a representative from Dexter Axle be present at the meeting. Should council approve of such an arrangement, an agreement between the Town and Dexter would be required to spell out the terms, including financial responsibility for the additional testing required, and IDEM compliance.

## **DEPARTMENT HEADS:**

### **Fire Dept**

Council members acknowledged receipt of the department's monthly reports. Fire Chief Bob Amber is providing more detail in his monthly run reports. New Target Solutions software offers many options for reporting. He said if there is any other information council would like to see to let him know. Two large house fires last month resulted in several man hours. Council will recognize firefighters that have recently completed training at the council meeting on March 26, 2019.

### **Police Dept**

Council members acknowledged receipt of the department's monthly and year-end reports. New Spillman software was implemented October 2018 and offers many options for the generation of reports. Town Marshal Scott Cole said he has asked officers to increase security checks on businesses as part of their normal duties. This accounts for the large number of "extra patrol" and "security check" calls listed on the police department report. It was noted the two categories are often used synonymously by officers and dispatchers. Cole said it was determined the "Pokémon Go" game, a location-based augmented reality app, has contributed to increased traffic in Rose Hill Cemetery. Jellison said she likes that Cole is asking officers to improve community involvement, and to hear that the transition is going well with Chief Deputy Marshal, Captain Trince Hursey, and Investigator, Sergeant David Thieme, Jr.

**Town Manager**

Council members acknowledged receipt of the Town Manager’s monthly report. Town Manager Stefen Wynn reported he plans to ask the RDC for use of TIF funds for the HCI alley activation project. Final approval from council would be considered at the March 12, 2019 meeting. Noble County Plan Director Kenneth Hughes would like to use the balance of funds pledged for the Comprehensive Plan toward an OCRA County-Wide Stellar Community application. The redirection of funds will require a change to the interlocal agreement. Installation of disks for the aeration system at the sewer ponds is supposed to begin Thursday, February 28, 2019. Council voted to give Wynn approval to seek a summer intern through the Commission for Higher Education program. Motion made by Magnuson, seconded by Smolinske, carried 3 Ayes, 0 Nays. An RFQ was sent out for street light maintenance. Council will consider quotes at their March 12, 2019 meeting. Council gave approval for Wynn to send a letter to the Central Noble School Board recommending elementary school principal Jared Knipper as the school board appointment to the Albion RDC. The Albion Plan Commission has made significant progress on the Zoning Ordinance update. Adoption by council is tentatively planned for July. The Comprehensive Plan should be ready for council consideration in April. The Parking & Traffic Committee will be meeting soon.

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

After discussion, Smolinske motioned to approve Payroll and Accounts Payable Vouchers as of February 14, 2019 & February 26, 2019, seconded by Magnuson, 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, Jellison adjourned the meeting at 7:33 pm, motion made by Magnuson, seconded by Smolinske, carried 3 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on March 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