

Albion Town Council
Tuesday, March 8, 2016, 6:00 pm
Albion Municipal Building
211 East Park Drive, Albion, IN, 46701

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

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

OTHERS: Carol A. Selby, Clerk-Treasurer
Stefen Wynn, Town Manager
Mike Yoder, Town Attorney
Matt Getts, KPC Media
Casey Myers, Parks Dept
Scott Cole, Police Dept
Tom Lock, Police Dept
Nathan Meyers, Albion Police Reserves
Tanner Lock, Albion Police Reserves
Leslie Fox, Indiana State Police
Mick Newton, Noble County EMA
Norman Lock
Sharon Leitch
Marilyn Morr
Sydnee Morr

APPROVAL OF MINUTES: Morr asked for approval of the minutes from the regular meeting on February 23, 2016. Weber motioned to approve the minutes, seconded by Jellison, carried 5 Ayes, 0 Nays.

ANNOUNCEMENTS:

Albion Police Department Officer Recognition

Albion Police Chief Deputy/Investigator Scott Cole presented Albion Reserve Deputy Marshal Tanner Lock with a Certificate of Recognition for quick action taken to locate, recognize, and communicate the presence of a house fire. On January 19, 2016 while on patrol, Lock, who also serves as a member of the Albion Fire Department, discovered a house fire. He was able to alert the resident, getting the occupant and family pets out of the house to safety. Lock's actions served to minimize personal injury and additional loss of property. Albion Deputy Marshals David Thieme and Shawn Garner, along with Noble County EMS, also arrived to assist, while the Albion Fire Department arrived to take care of the actual fire. Family and friends of Lock, along with Albion Police Reserve Captain Nathan Meyer were also present for the recognition. Cole expressed appreciation to officers of the Albion Police Reserve Unit for their service to our community. The reserves serve on a volunteer basis, without pay.

OPEN DISCUSSION:

Albion Redevelopment Commission Meeting (RDC)

Attorney Thomas Pitman, Barnes & Thornburg will attend the next RDC Meeting on March 9, 2016 and provide a presentation explaining TIF Districts.

OLD BUSINESS:

Comprehensive Emergency Management Plan – Letter of Agreement - Mick Newton, EMA Director

– Council members voted to approve a Letter of Agreement adopting the proposed Comprehensive Emergency Management Plan proposed by EMA Director Mick Newton. Motion made by Weber, seconded by Jellison, carried 5 Ayes, 0 Nays. At the last council meeting on February 23, 2016 Newton provided an overview of the proposed plan. Every county is required to have an emergency management plan that establishes the basis for coordinating emergency activities when faced with a disaster (Reference IC 10-14-3-17(f)). This plan serves as a strategic

document outlining how agencies will work together across jurisdictional lines. Adoption of the plan is required in the event there is a need to obtain State and Federal disaster recovery benefits.

NEW BUSINESS:

1. Consideration of Inter-Local Agreement between Noble County and Town of Albion for roadwork on State Road 9 (N Orange Street) and County Road 400N

Council tabled this item until the next meeting to allow the county additional time to prepare the agreement.

2. Consideration of Road Salt Purchase through OneIndiana State Bid Process

Council voted to order up to 140 tons of road salt through the OneIndiana State Bid Program. Motion made by Magnuson, seconded by Weber, carried 5 Ayes, 0 Nays.

3. Consideration of Quotes for Tractor Purchase for Parks Dept

After discussion regarding quotes for a tractor for the parks department, Council voted to approve a recommendation by park superintendent Casey Myers to trade in the Kubota MX5100 tractor and purchase a Kubota MX5200DT tractor from More Farm Store Inc. for \$10,046 (price reflects a trade in allowance of \$17,000). Motion made by Jellison, seconded by Shultz, carried 5 Ayes, 0 Nays. Approval of the purchase is subject to park board approval. (Kubota of Fort Wayne submitted a quote of \$10,846 for the same Kubota tractor. Truelove Brothers Inc quoted \$9,336.42 for a Massey 2706EL tractor.) Myers reported he preferred the performance of the Kubota over the Massey tractor, specifically noting the difference in clutch and bucket performance. He also noted a marked difference in performance when using the loader on the Massey tractor due to smaller front tire size. There is \$8,000 in CEDIT Funds and \$2,046 in Park Funds appropriated for the purchase.

4. Approval of Cemetery Deed

The following cemetery deed was approved. Motion made by Magnuson, seconded by Weber, carried 5 Ayes, 0 Nays. **Pamela Ann Martin-Section G, Lot 54, Graves 3&4**

DEPARTMENT HEADS:

Casey Myers, Parks Dept – Myers provided a summary of his monthly report. He brought a Disc Golf basket to the meeting for council members to see. The baskets will be installed when weather permits. Myers and town manager Stefen Wynn attended an Albion Lions Club meeting to provide information about the parks Hoosier Basketball Court Project. The Central Noble School Board will consider a request to use the campus again for the annual Fireworks Display. The Splash Pad will open May 23, 2016 and be open from 11am-8pm daily. Region III-A will attend the next park board meeting to discuss the parks proposed Master Plan. Myers thanked Wynn for help in developing a Facebook Page for the parks dept. Part-time park workers will begin work soon. Myers reported needing some new trash can lids for the park as well as more picnic tables. Conduit on a town-owned light pole at Valley View Park has broken free and needs addressed.

Tom Lock, Police Dept – Council acknowledged receipt of the monthly report. Town marshal Tom Lock reported a lot of cases were drawn in February. He reminded vehicle owners to keep their doors locked due to an increase in items being stolen from unlocked vehicles. The new 2016 Dodge Charger arrived March 7, 2016. It has been taken to CopsGear for equipment installation. Lock noted it is the time of year when residents need to focus on keeping their yards cleaned up to avoid being issued ordinance violations. He said rather than have one Code Enforcement officer tackling the entire town, each officer has been assigned a section of town to monitor for junk vehicles, tall grass, etc.

Stefen Wynn, Town Manager – Council acknowledged receipt of the town manager's monthly report. Council voted to approve expenses for Wynn to attend Title VI ADA, LPA ERC training, and the OCRA Regional Conference. Shultz motioned for approval, seconded by Weber, carried 5 Ayes, 0 Nays. Wynn would like to attend CDBG training to become a Certified Grant Administrator and will report back to council once the cost for training has been confirmed. Council agreed with Wynn's recommendation to engage non-governmental community organizations to help with watering flowers downtown, oversee decorating of the police booth, aid in fundraising for fireworks, etc. Abolishing a portion of TIF #2 and creation of TIF #3 will be finalized at the RDC's next

meeting on March 9, 2016. It was noted a parcel that had previously been omitted from TIF #2 appeared to be the result of a clerical error and has been addressed with the County Recorder and County Auditor offices. The parcel will be included in the newly created TIF #3. Wynn visited the site of the proposed Busche Project and expects the project to take off soon. Volunteers are needed to go door-to-door to help complete the Income Survey. A meeting will be held at the Albion Municipal Building on Monday, March 14, 2016 to train volunteers. Microsoft Project Standard 2016 Software was purchased to help track projects and monitor departmental goals. Wynn will be helping dept heads with obtaining quotes for vehicle and equipment purchases. Council will consider purchase of a mini-excavator at the next meeting. Wynn created a Facebook page for the town to communicate with residents. Plans are underway to have community service workers from the Pilot House fix areas damaged during snow plowing this season. Street workers will oversee the work and Wynn will be responsible for verifying the number of hours worked. There are approximately five exterior doors left to replace/repair at the Albion Municipal Building. The condition of the doors will be assessed and a plan of action recommended to council at a future meeting. The 50/50 Façade Grant to replace an awning at Sexton Surveying office on East Main Street should be underway soon. Council approved contracting with Ace Pest Control for \$720 annually for pest control at the Albion Municipal Building. Motion made by Magnuson, seconded by Shultz, carried 5 Ayes, 0 Nays. Council also approved the purchase of up to \$24,000 in Aluminum Sulfate (Alum) for treatment of the wastewater ponds. Motion made by Weber, seconded by Magnuson, carried 5 Ayes, 0 Nays. (PVS Nolwood Chemicals quoted the same price as last year at \$.13/lb. for Alum.) The following items will be discussed at the next meeting when water/wastewater dept head Terry Forker will be present- replacement of water plant roof, preventative maintenance of Flexrake, and water tower service.

APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS: After discussion, Weber motioned to approve Accounts Payable Vouchers as of February 26, 2016 and March 8, 2016, seconded by Shultz, 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, Morr asked for a motion to adjourn the meeting at 7:50 p.m., so moved by Weber, seconded by Shultz, carried 5 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on March 22, 2016 at the Albion Municipal Building, 211 East Park Drive, Albion, IN.

JOHN D. MORR, PRESIDENT

MAX C. WEBER, VICE-PRESIDENT

VICKI E. JELLISON, MEMBER

CHRISTINA K. MAGNUSON, MEMBER

DONALD J. SHULTZ, MEMBER

ATTEST:

CAROL A. SELBY, CLERK-TREASURER