

**Albion Town Council
Tuesday, July 26, 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

ABSENT: Carol A. Selby, Clerk-Treasurer

OTHERS: Shannon McFarland, Deputy Clerk-Treasurer
Mike Yoder, Town Attorney
Matt Getts, KPC Media
Tom Lock, Police Dept
Mark Tarlton, Street/Cemetery Dept
Terry Forker, Water/Wastewater Dept
Brad Rollins, Fire Dept
Shane Coney, Fire Dept
Aaron Knight, Fire Dept
Don Kawiecki, Busche Enterprises
James Stewart, Busche Enterprises
Rick Sherk, Noble County EDC
Stefen Wynn, Town Manager
Darrell Sade, Boy Scouts Troup 509 (Arrived @ 6:52pm)
Jesse Sade, Boy Scouts Troup 509 (Arrived @ 6:52 pm)

APPROVAL OF MINUTES: Morr asked for approval of the minutes from the regular meeting on July 12, 2016 and Executive Session on July 12, 2016. Magnuson motioned to approve the minutes, seconded by Weber, carried 5 Ayes, 0 Nays. Attested by McFarland for Selby.

ANNOUNCEMENTS:

VICKI JELLISON– Council member Vicki Jellison reported that the Noble County Community Foundation have generated a video from the All IN Block Party. It was very nice to see the community’s comments.

STEFEN WYNN – Town Manager Stefen Wynn reported that Noble REMC has approved a purchase of one AED.

MAX WEBER – Council member Max Weber reported that he will be absent from the August 9th meeting. He has to attend the State Fair in Indianapolis.

OPEN DISCUSSION:

JOHN MORR -

Town council President John Morr expressed his gratitude to Weber for conducting the past council meetings in his absence.

OLD BUSINESS: NONE

PUBLIC HEARING:

CONSIDERATION OF ESTABLISHMENT OF ECONOMIC REVITALIZATION AREA-
(1612 Progress Drive, Reference Resolution No. 2016-17, Busche Plant #8)

1. **Call to Order** - Town council President John Morr called the meeting to order at 6:04 pm.
2. **Call for Public Comment** – None

- 3. **Closure of Meeting to Public Comment** - There being no public comment, Morr asked for a motion to adjourn the Public Hearing at 6:05 p.m., so moved by Weber, seconded by Shultz, carried 5 Ayes, 0 Nays.
- 4. **Open Discussion between Council Members** – None
- 5. **Adjournment** – Morr asked for a motion to adjourn the Public Hearing at 6:06 p.m., so moved by Weber, seconded by Shultz, carried 5 Ayes, 0 Nays.

NEW BUSINESS:

1.CONSIDERATION OF TAX ABATEMENT – BUSCHE PLANT #8 – RESOLUTION

NO. 2016-17: Morr asked for approval of the Resolution No. 2016-17, Town Council of Albion, Indiana Preliminary Economic Revitalization Area Resolution Declaring Personal Property Tax Abatement. Magnuson asked if the tax abatement committee recommends approval. Morr and Weber responded that they were fine with the tax abatement. Weber moved to approve the Busche, seconded by Jellison, carried 5 Ayes, 0 Nays. Attested by McFarland for Selby.

Wynn reminded Council that they need to approve the tax abatement SB-1 form for Busche. Morr asked for approval of the tax abatement. Magnuson moved to approve the SB-1 Tax Abatement Form for Busche, seconded by Weber, carried 5 Ayes, 0 Nays.

Morr thanked Busche for the supporting paperwork for their request for the tax abatement. We just need to make sure that everything is done correctly now and in the future. It was noted that this expansion will bring at least 21 new jobs and includes 7 machines. Busche representative James Stewart stated that this is a huge job and will be here for years. Stewart stated that this is a \$60 million/year contract with Ford.

2. CONSIDERATION OF BIDS FOR 2016 PAVING PROJECTS – Wynn stated that we received no bids for the paving projects. The ad was ran in two papers and ran for three weeks. Wynn wanted to extend accepting bids thru August 9th. After discussion, it was noted that we can't extend the bids without re-advertising. Council Member Weber stated that he would prefer to wait and do the paving project in the spring. The Paving Projects will cost around \$138,000. The major job is East Hazel Street from Orange Street to 1st Street. Wynn did state that most of the contractors have been busy.

Council decided to look at bidding out the projects this fall for work being done in the Spring of 2017. They will be looking to encumber 2016 monies to pay for the paving in 2017. Council all agreed that we could add to the existing paving project list in the fall to include any issue that may arise. Jellison said it is disappointing to not pave at all. After discussion, Jellison made a motion to put the paving projects on hold at this time, seconded by Weber, carried 5 Ayes, 0 Nays.

3. CONSIDERATION OF BIDS FOR 2016 TREE WORK - Council opened the only bid that was turned in for the 2016 Tree Work. Yoder read the bid and read aloud.

One contractor submitted a bid as listed below:

- Arbor Tamer \$8,740.00

Tarlton noted that we have had no issues with the work done in the past by Arbor Tamer. Wynn stated that he is very responsive. Morr asked if any member wanted to entertain a motion to accept the bid. Magnuson moved to accept the bid from Arbor Tamer, seconded by Weber, carried 5 Ayes, 0 Nays. The work must be completed by November 4th. The bid includes the stump removal.

4. CONSIDERATION OF ADA PLAN – ORDINANCE NO. 2016-18 1ST AND 2ND

READINGS – Council voted to adopt Ordinance No 2016-18, Adopting the Americans with Disabilities Act (ADA) Designating the ADA Coordinator, and Adopting Procedures on its 1st reading as indicated below.

First Reading – Weber caused Ordinance 2016-18, Adopting the Americans with Disabilities Act (ADA) Designating the ADA Coordinator, and Adopting Procedures, to be read for the first time by title only. Weber made a motion for adoption of Ordinance 2016-18 as read, seconded by Shultz, carried 5 Ayes, 0 Nays.

It was noted that we were just doing the first reading on this Ordinance at this meeting. The second reading will be at the August 9th meeting.

Wynn stated that the Town of Albion acknowledges its responsibility to comply with the Americans with Disabilities Act of 1990. This has to be placed on each of our agendas.

5. CONSIDERATION OF CEMETERY DEEDS/TRANSFERS - Council voted to approve the transfer from Wanda Blevins to Nicole Days. The transfer was for Section N, Lot 95, Grave 4. Motion made by Weber, seconded by Jellison, carried 5 Ayes, 0 Nays. All signed the Deed and Transfer, attested by McFarland for Selby..

6. UPDATE ON FIRE DEPARTMENT STANDARD OPERATING PROCEDURES
BRAD ROLLINS – Rollins stated that he had turned in the By-Laws and not the SOP's. Once we get the By-Laws updated, he will then work on the SOP's. Wynn stated that the final draft should be approved by the Council. This was not forwarded to Council prior to the meeting, McFarland will send it to Council tomorrow.

This needs to be placed on the agenda for August 9th. Jellison asked if the Fire Department would be at that meeting. Rollins stated that someone will be there to represent the Fire Department.

7. CONSIDERATION OF MUTUAL AID AGREEMENT BETWEEN TOWN AND NOBLE COUNTY AGENCIES – Town Marshal Tom Lock stated that there is no change in what is currently being done. This just states that our officers can assist other Noble County Agencies as backup. Council didn't have this agreement prior to the meeting and have decided to have Yoder review the document. We will revisit this item before the end of the regular session.

DEPARTMENT HEADS:

BRAD ROLLINS, FIRE DEPT

Brad Rollins brought the June Monthly Report to the meeting. It was noted that the report sent to Council was for May. Rollins asked McFarland to forward the correct report to Council. The Total Man Hours for June was 619.5 hours. It was a very busy month with the fish fry. They had 208 staff hours. We will get a bill for just under \$800 from Overhead Door. They have serviced all 10 doors for the winter. Rollins stated that the DNR will be "unofficially" giving us around \$5,000 for turnout gear. This is not guaranteed at this time and asked that it isn't put in the paper. Council didn't have any questions for the Fire Department at this time.

TERRY FORKER WATER/WASTEWATER DEPT

Terry Forker was present to answer questions on the Water and Wastewater department's monthly report. Forker thanked McFarland for assisting with the CCR mailing that went out last month. This is the quality of water per IDEM regulations. We will be starting Friday to drain the water tower. Dixon Engineering will be here on August 1st to start the water tower inspection. It will take roughly two days for the tank to be in service again. Customers should see no change in their services. Forker requested that we need increased communication with the Fire Department next week because of the tower being drained. Magnuson questioned if the repairs were made to the flex-rake. It was decided that the bearings didn't need repaired. Forker stated it will not last 9 years again. Also questioned about leaks on N Oak & S Liberty. Forker stated that N Oak was on private property and was due to tree roots. Forker stated that S Liberty St was on private property and was due to a private back flow preventer that failed. Aaron McGinnis is at his 3rd week of classes and has been giving positive comments about classes. We have ordered Jason's uniforms due to the type of work he is in at this time. We also need the citizens of Albion to recognize the uniform with a new employee. Forker was questioned about a touchpad that is hanging at Dr. Engle's office. Forker stated that it is our responsibility to fix this touchpad.

MARK TARLTON, STREET & CEMETERY DEPT

Council acknowledged receipt of the street and cemetery monthly report. Magnuson stated that she received a call about when the lines will be painted on State Road 9. Tarlton stated that we haven't used the new paint sprayer at this time. We are waiting on paint and will be painting the lines as soon as we can. Tarlton also stated that he has signed up for retirement. His last working day will be August 31st. He thanked the Council for the opportunity to work here for the last 39 ½ years. He was congratulated on his years of service. He has done a lot for the Town of Albion.

CONSIDERATION OF MUTUAL AID AGREEMENT BETWEEN TOWN AND NOBLE COUNTY AGENCIES – Yoder read the agreement to the Albion Town Council. He is

ok with the agreement. Lock stated that if dispatch asks for backup, we assist the officer heading to the call. Weber stated that it is basically leaving it up to the officer if they respond or not. The agreement states that basically all equipment taken to the scene returns with our officer. There is no payment between Noble County Agencies and the Albion Police Department. Weber made a motion to approve the agreement, seconded by Shultz, 5 Ayes, 0 Nays. Morr signed the document. McFarland needs to forward a signed copy to all Council members.

APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS: Magnuson motioned to approve Accounts Payable and Payroll Vouchers as of July 21, 2016 and July 26, 2016, seconded by Weber, carried 5 Ayes, 0 Nays, submitted and reviewed, attested by McFarland for Selby.

MICHAEL YODER – Michael Yoder stated that he will be resigning as the Town of Albion’s attorney effective September 30, 2016. He stated that he is just ready to make a change. He has enjoyed being the Town’s Attorney. He would be able to work at a rate of \$150/hour, if we don’t find a replacement by that time.

JESSE SADE – Jesse Sade was here representing Boy Scouts Troup 509 in Wolf Lake, IN. He was wondering where to go for a variance for a sign on US 33. He wasn’t sure where to go since Wolf Lake has no Town Hall. Stefen will gather you some information for you. Mr. Sade will have to go to Indiana Department of Transportation.

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 7:24 p.m., so moved by Weber, seconded by Jellison, carried 5 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on August 9, 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