

**Albion Town Council**  
**Tuesday, August 11, 2020, 6:00 pm**  
**TELECONFERENCE via GoToMeeting**  
**(Meeting ID# 280137509)**  
**Albion Municipal Building**  
**211 East Park Drive, Albion, IN, 46701**

**AS A RESULT OF THE WORLD HEALTH ORGANIZATION'S DECLARATION OF A GLOBAL CORONAVIRUS PANDEMIC, (aka CoVid-19) AND AS AUTHORIZED PER STATE OF INDIANA GOVERNOR ERIC HOLCOMB, VIA EXECUTIVE ORDER NO. 20-09, DATED 3/23/2020, "RELATING TO THE CONTINUITY OF OPERATIONS OF GOVERNMENT, PAGE 2, ITEM 4 (A) "OPEN DOOR LAW," THE ALBION TOWN COUNCIL HELD THIS MEETING VIA ELECTRONIC COMMUNICATION. THE MEETING WAS HELD IN CONJUNCTION WITH GOVERNOR HOLCOMB'S EXECUTIVE ORDER NO. 20-08, DATED 3/23/2020, "DIRECTIVE FOR HOOSIERS TO STAY AT HOME," AND EXTENSIONS THEREOF.**

**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 (Present)  
Don Shultz, Vice-President (Present)  
Darold Smolinske, Member (Present)  
Chris Magnuson, Member (Present)  
John Morr, Member (Present)

**OTHERS:** Carol A. Selby, Clerk-Treasurer (Electronically)  
Tena, Woenker, Town Manager (Present)  
Matt Getts, KPC Media (Electronically)  
Steve Clouse, Town Attorney (Present)  
Scott Cole, Police Dept (Electronically)  
Trince Hursey, Police Dept (Present)  
Bob Amber, Fire Dept (Electronically)  
Corey Miller, Street/Cemetery Depts (Present)  
Casey Myers, Park/Cemetery Depts (Present)  
Terry Forker, Water/Wastewater Depts (Present)  
Aaron McGinnis, Water/Wastewater Depts (Present)

**APPROVAL OF MINUTES:** Minutes from the meeting on July 28, 2020 were approved. Motion by Magnuson, seconded by Shultz, carried 5 Ayes, 0 Nays.

**ANNOUNCEMENTS:**  
Augusta Hills Learning Center will be hosting a Farmer's Market on August 15, 2020.  
Bosche broke ground on their expansion project.

**OPEN DISCUSSION: NONE**

**OLD BUSINESS:**  
Town Manager Tena Woenker reported she will be meeting with Keith Leatherman and a builder this week to receive information regarding future development at the Village of White Oaks.

**NEW BUSINESS:**

**1. Permission to apply for grant, purchase gear – Fire Chief Bob Amber**

After discussion, Council voted to approve the following requests from Fire Chief Bob Amber. Motion made by Shultz, seconded by Morr, carried 5 Ayes, 0 Nays.

**a) Ballistic Vests:** Permission to apply for IPEP Grant for Active Shooter Protective Gear. (Grant covers up to 80% of cost. Matching funds to come from LIT Public Safety funds. A Veteran’s organization puts the kits together and the cost is \$1185.21/each. The total cost for (6) kits is \$7,114.26.)

**b) Turnout Gear:** Permission to get pricing on Turnout Gear. (Applied for \$5,000 Matching Grant from IDNR in March. Due to Coronavirus Pandemic awarding of funds has been postponed. LIT Public Safety funds are allocated for Town’s portion of costs. New members need gear and some gear reaching end of useful life. An estimated (10) Sets are needed. May need to order some now, and wait for grant to order more.)

**2. Consideration of Special Event Applications & proposed Fireworks Display**

After discussion, Council voted to approve all three of the following Special Event Applications: Relay for Life (8/22/2020); Make it Your Own Mural Festival (9/10/2020); Noble House Ministries Color a Brighter Future 5K/1 Mile Walk/Run (9/26/20). Motion made by Shultz, seconded by Smolinske, carried 5 Ayes, 0 Nays. It was noted Governor Holcomb’s Orders extended Stage 4.5 to September 2, 2020. Events of 250 people or less are allowed. Anticipated attendance at the aforementioned events is expected to be less than 250 people.

Because of the Coronavirus Pandemic, and concerns for the safety of everyone involved, Council voted to cancel this year’s Fireworks Display which had been tentatively rescheduled from July 3<sup>rd</sup> to September 5<sup>th</sup> (Labor Day Weekend). Motion made by Smolinske, seconded by Morr, carried 5 Ayes, 0 Nays. Funds for this year’s display will be reallocated for next year’s display. It was noted Park Board Members also recommended cancelling the display. In addition, consideration was given to information received from the County Health Department, Central Noble Schools, and Governor Holcomb’s orders regarding the Pandemic.

**3. Department Head Reports:**

Council acknowledged receipt of written reports for Park, Cemetery, Street, Water and Wastewater Departments. Superintendent Casey Myers reported the maintenance building located in Rose Hill Cemetery needs attention. The roof needs replaced, in addition to other needed repairs. It’s anticipated asbestos remediation may be necessary. This will be a topic for the next department head meeting. Myers said he has a list of items for potential Eagle Scout Projects, including constructing a sign for Rose Hill Cemetery. The Park Board should know after August 26<sup>th</sup> if it will be the recipient of a grant from the Noble County Community Foundation. Myers applied for the grant to assist with construction costs for a new modern restroom facility to be located near the Basketball/Pickleball court at Hidden Diamonds Park. Park facilities have seen a lot of use; camping has increased, the splash pad has been busy, and pickleball and disc golf

are also drawing people from other communities to town. Myers thanked the Street Dept for helping clean up trees/limbs after the recent storm.

Superintendent Corey Miller weighed in on an inquiry from Noble County Commissioner Gary Leatherman about using town-owned property for parking for county employees. Miller reported the street department uses the area for piling snow from downtown in the winter months, and for staging materials and equipment for street projects. Concerns were also brought up about the ability to make the area ADA compliant given the steep grade. As such, council consensus was to not allow the county to use the area for parking. In other business, there were two burials in the cemetery last month, curb and line painting is done, trees are being trimmed as needed, and street patching is nearing completion for the season. Council gave Miller the okay to check pricing on rust prevention and paint protection for the new 2020 Ford F450 truck. Downtown streetlights have been changed to LED bulbs, making it much brighter. Town employees are now mowing and trimming a section of property off of N Liberty Street after learning it is owned by the town and utilities are located there.

Superintendent Terry Forker reported he will meet with Dixon this week for the purpose of preparing RFQ specifications for work on the East Industrial Park water tower. Once completed, the RFQ will be sent to members of the Public Works Committee for review. The water department replaced valves on three services last month. Forker reported Wessler Engineering has come up with four potential options for Phase II of ammonia treatment for the wastewater ponds. In order to help discern what options offer the most promise, soil borings need to be done to determine soil composition beneath the ponds. If a sufficient amount of clay is present, making the ponds deeper might be a feasible option. Wessler obtained three quotes for obtaining (3) borings in Lagoon 2. GME Testing submitted the lowest most responsive and responsible quote, and is recommended by Wessler Engineering and Superintendent Forker. After discussion, Council voted to approve the quote from GME Testing for (3) soil borings in the amount of \$2,400. Council also gave permission for Forker to order (2) additional borings if deemed beneficial while the crew is on site. Motion made by Magnuson, seconded by Smolinske, carried 5 Ayes, 0 Nays. Other quotes received included Alt & Witzig - \$3,200 and Patriot Engineering - \$3,850.

**OTHER COMMENTS:**

- 1. Elkhart River Watershed Management Plan** – After discussion regarding who comprises the Elkhart River Restoration Association, Inc and what exactly it is they do, Council agreed to send a letter of support, but are requesting a representative come to a council meeting to provide information on their organization and explain their mission.
- 2. ICMA National Conference** - Town Manager Tena Woenker will serve on a planning committee for the 2021 ICMA National Conference.
- 3. HCI Alley Activation Project** – Woenker reported there is a balance of TIF #1 Funds previously allocated by the RDC and Council for the Alley Activation project that can be used to purchase lights, etc to complete the project.

**APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS:** Shultz motioned to approve Accounts Payable and Payroll Vouchers as of July 30, 2020 and August 11, 2020. Seconded by Smolinske, carried 5 Ayes, 0 Nays, submitted and reviewed, attested by Carol A. Selby.

**ADJOURNMENT:** There being no further business to be brought before council in regular session, Jellison adjourned the meeting by consensus at 7:27 pm. The next regularly scheduled meeting is to be held on August 25, 2020 at 6:00 pm, at the Albion Municipal Building, 211 East Park Drive, Albion, IN. Should the Town continue to be under a public emergency, the meeting will be held via electronic communication.

\_\_\_\_\_  
VICKI E. JELLISON, PRESIDENT

\_\_\_\_\_  
DONALD J. SHULTZ, VICE-PRESIDENT

\_\_\_\_\_  
CHRISTINA K. MAGNUSON, MEMBER

\_\_\_\_\_  
JOHN D. MORR, MEMBER

\_\_\_\_\_  
DAROLD R. SMOLINSKE, MEMBER

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