

**Albion Town Council**  
**Tuesday, September 14, 2021, 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 PRESENT:**

Carol A. Selby, Clerk-Treasurer	Matt Getts, KPC Media
Jacob Ihrie, Town Manager	Scott Cole, Police Dept
Steve Clouse, Town Attorney	Terry Forker, Water/Wastewater Depts
Corey Miller, Street/Cemetery Depts	Casey Myers, Park/Cemetery Depts
Ashleigh Schalinske, No Cty Prosecutor's Office	Dustin Wuis, WET Environmental
Karl Tanner, WET Environmental	

**APPROVAL OF MINUTES:** Minutes from the regular meeting on August 24, 2021 were approved. Motion by Shultz, seconded by Morr, carried 5 Ayes, 0 Nays.

**PUBLIC HEARING: 2022 Proposed Budget Estimates – Ref. Ord# 2021-14 (1<sup>st</sup> Reading)**

Town Council President Vicki Jellison called the public hearing to order at 6:02 pm and asked for public comment. There being no public comment, Jellison closed the hearing for public comment and opened the floor for discussion between council members. In a memo previously submitted to council members, department heads, and the town manager, Clerk-Treasurer Carol Selby provided an overview of the \$4,712,371 proposed 2022 budget. The proposed budget is \$528,758 more than last year's advertised budget. The increase is mainly attributed to adding a new fund for ARPA Coronavirus Local Fiscal Recovery grant funds. In addition, MVH funds are up significantly to include our local match for CCMG projects, and in anticipation of purchasing a vehicle or street sweeper. The proposed 2022 Levy has been advertised at \$1,123,783 which is just under the estimated maximum levy allowed, and represents a 4.3% increase over this year's levy for property tax supported funds. The State has temporarily increased the amount that can be transferred from unused General Fund appropriations. The proposed 2022 budget includes transferring \$50,000 from unused

2021 appropriations. Should reductions be necessary, plans are to reduce unexpended appropriations from the 2021 budget to help minimize cuts to the 2022 budget. The public hearing was closed at 6:05 pm. Council voted to approve the proposed budget and Ordinance 2021-14 on its first reading as follows.

#### First Reading

Shultz caused Ordinance 2021-14, *An Ordinance for Appropriations and Tax Rates*, to be read for the first time by title only, and motioned for approval of the ordinance, seconded by Magnuson, carried 5 Ayes, 0 Nays. The second reading and final adoption will be considered at the next meeting on October 12, 2021.

#### **ANNOUNCEMENTS:**

1. **Fall Celebration** – The Albion S.T.A.R. Team sponsored event will be held on Courthouse Square Saturday, September 18, 2021 9am-3pm. Events include food and craft vendors, scarecrow making, kid/family games, and a vehicle Cruise-in, with overflow parking available on E Jefferson Street if needed.

2. **York Street closure** – York Street will be closed between W Jefferson and W Main Street for approximately 12 weeks due to construction on the new Noble County Government building.

#### **OPEN DISCUSSION: NONE**

#### **DEPARTMENT HEAD REPORTS:**

**Park/Cemetery Depts** - Council acknowledged receipt of the department's monthly report. Superintendent Casey Myers reported the Park Board discussed removing the chain link fence located between Valley View Park and Rose Hill Cemetery at their last meeting and asked for council input. The fence is approximately 40 years old, and is rusting and deteriorating. Council discussed the pros and cons of whether or not to replace the fence. Some of the pros included: providing a barrier to keep foul balls from baseball games from entering the cemetery, promote safety by deterring children from playing around headstones, maintain a division between the cemetery and park to promote an atmosphere of respect for those interred. Cons included: the cost to replace the fence, ongoing maintenance needed for trimming/spraying around the fence, decreased access for workers and equipment mowing both the park and cemetery. This topic will be revisited at a later date. Council was agreeable for Myers to obtain quotes for installing a heating/cooling unit in the park/cemetery building at Valley View Park. He said he would like to provide a place for workers to get out of the elements. The building is also used to store and service equipment. Council asked for quotes for both a traditional-style unit and mini-split unit. Council was also onboard with Myers obtaining quotes for sealing asphalt at Hidden Diamond's Park. The Splash Pad will close for the season on September 18, 2021 at 8pm.

**Street/Cemetery Depts** - Council acknowledged receipt of the department's monthly report. Superintendent Corey Miller reported a lot of construction is going on in Town. The CCMG E Hazel Street project is underway, going relatively smooth, with tentative completion expected to be next month. The department has been busy with weekly and monthly projects. AEP has finished the streetlight replacement project. A tentative date for the start of leaf pickup will be announced at the next council meeting. Magnuson reported a tarp has been ordered to cover the courthouse square fountain. The tarp has been designed to look like a Christmas Tree. Due to the cost and labor involved, this will be the last year the Chamber of Commerce will decorate the 40-foot-tall pine tree on courthouse square for the Christmas season.

**Water/Wastewater Depts** - Council acknowledged receipt of the department's monthly report. Superintendent Terry Forker reported a new 6" waterline installed by Monarch Development for Phase III of the residential housing development in the Village of White Oaks passed Bacteriological testing and pressure testing. The department repaired 4 water services last month, and conducted 51 line locates. Forker reported the department's "sea snake" sewer camera is out for repair right now. The equipment is 14 years old, and he requested permission to seek quotes for a new, more reliable and user-friendly system. Council was agreeable to reviewing information for the proposed purchase at a future meeting. Town Manager Jacob Ihrle said he would ask the RDC for consideration in using TIF funds to assist with the purchase.

Dustin Wuis and Karl Tanner, WET Environmental Engineering were present to discuss the Ammonia Project. The Town received word today they were not awarded the SWIF Grant. The Town applied for the 50/50 grant with the hope of obtaining funds to assist with Ammonia compliance and water plant/main upgrades. Discussion focused on the need to proceed with getting aeration into Wastewater Lagoon Cell #1 to improve oxygenation which should promote the effectiveness of biological enzymes in reducing Ammonia. Forker said we need to keep moving forward, especially with winter coming, and air diffusion is the way to go. Tanner reported they are nearing completion of design work, and should be ready soon to submit the Construction Permit Application to IDEM. He said the cost estimates for the equipment and installation for aeration in Cell #1 will require the Town to go through the public bid process.

Magnuson expressed concern about the amount of money being spent on ammonia treatment with no guarantee it will bring the Town into compliance. Ihrle pointed out getting aeration into Cell #1 will reduce ammonia levels, we just don't know if we'll be in compliance. Tanner said to get a guarantee, the Town would be looking at spending around \$3.5 million. He said the first step is getting aeration into Cell #1 because it is septic. Improving oxygenation in Cell #1 would give Cell #2 a chance to recover.

After discussion, Morr motioned to authorize WET Environmental Engineering to submit the Construction Permit Application to IDEM, and assign Town Manager Jacob Ihrle as the signatory on the necessary documents. Shultz seconded, carried 5 Ayes, 0 Nays. Morr then motioned to move forward with the project by having WET Environmental Engineering prepare bid documents and advertise for bids for the necessary equipment. Shultz seconded, carried 5 Ayes, 0 Nays. Council discussed the possibility of using funds from the ARPA Coronavirus Local Fiscal Recovery Grant, Wastewater Utility, and TIF (subject to approval by the Redevelopment Commission). Once, we have firmer figures on the actual cost, a funding plan will be finalized.

**OLD BUSINESS:**

**1. Village of White Oaks – Phase III (10 residential lots)**

As previously mentioned under Superintendent Terry Forker's report, a new 6" waterline installed by Monarch Development for Phase III of the residential housing development in the Village of White Oaks passed Bacteriological testing and pressure testing. Superintendent Corey Miller has visited the site and said the base for the new road looks good, and it appears work on the road is proceeding.

**2. N Orange St/State Road 9 and W Highland Street – Traffic Site issue**

Magnuson reported a site issue at this intersection. Vehicles, while legally parked within the designated area along State Road 9, are creating a site hazard for vehicles exiting W Highland Street. Town Marshal Scott Cole said that is the State's intersection, but he would confer with Superintendent Corey Miller and INDOT to address the issue.

**NEW BUSINESS:**

**1. Approval of Special Event Application – Noble County Prosecutor’s Office (sponsor)**

Ashleigh Schalinske, Victim Advocate, Noble County Prosecutor’s Office, was present to provide information on the Special Event Application to hold a Candlelight Vigil on October 8, 2021 for Domestic Violence Awareness Month. It was noted department heads and the town manager reviewed and approved the application. The required Certificate of Insurance and signed Indemnification was received. After discussion, Council voted to approve the Special Event Application. Motion by Morr, seconded by Magnuson, carried 5 Ayes, 0 Nays. The event will be held at Celebration Station (the alley next to Albion Pizza Depot).

**2. Village of White Oaks Block Party – Request to waive permit fee**

Ashleigh Schalinske, resident, Village of White Oaks, was present to request the Special Event Application fee be waived or reduced for a Block Party at the Village of White Oaks. Currently, the fees are \$100 for a one-day event and \$250 for a multi-day event. The Town does not charge a fee for not-for-profit organizations. Council, along with the Town Manager and Department Heads will review the fees.

**3. Approval of ADA Plan Update - Ordinance No. 2021-15**

Town Manager Jacob Ihrie reported he is working with INDOT to update the Town’s ADA Plan. Periodic updates are required to keep the Town compliant, and eligible for grant funding. Once, the necessary changes have been made and an updated ordinance prepared, council will consider them at a future meeting.

**4. Appointment of Town Manager to Plan Commission**

Magnuson voted to appoint Town Manager Jacob Ihrie to the Plan Commission and to serve as Plan Administrator. Seconded by Smolinkse, carried 5 Ayes, 0 Nays.

**5. Cemetery Deeds/Transfers**

Council voted to approve the transfer of Graves 1 & 2 in Section J, Lot 255, Rose Hill Cemetery in the name of Thurlow & Anna Bushong, Harold R. Bushong, and Duane E. Stohlman, PR, present owners, to John M. & Melba J. Moorhouse. Motion made by Magnuson, seconded by Smolinske, carried 5 Ayes, 0 Nays.

**OTHER BUSINESS:**

**MONARCH DEVELOPMENT – VILLAGE OF WHITE OAKS - REQUEST FOR ASSISTANCE**

Council discussed committee findings on possible options for providing assistance to Monarch Development, as previously requested by Keith Leatherman. Leatherman asked the Town for assistance with infrastructure costs associated with the addition of (10) ten residential building lots in the Village of White Oaks (Phase III). Establishing a Revolving Loan Fund, and assigning contingencies to the loan, which would be forgiven, if all contingencies were met was discussed. It was noted, if the Town were to consider offering a forgivable loan, it would be dependent upon the State Board of Accounts (SBOA) approving of such an arrangement. It would require the Town Attorney to draft documents to submit to the SBOA for consideration, and if approved, a new Fund would need to be established, advertising would be necessary for a public hearing in conjunction with the Additional Appropriation process before money could be expended. All of those items take time. Because Monarch Development is ready to pave the road, and the Town could not provide a loan for work that is already done, council consensus was that the Town is not in a position to offer assistance with Phase III. Council discussed the possibility of helping with Phase IV, which would add another (11) eleven residential lots to the Village of White Oaks. Council also discussed the pros and cons of assisting a developer, with the need for housing in our area on one side of the spectrum, and the concern of setting an unsustainable

precedent for future requests for assistance on the other. Council asked Town Attorney Steve Clouse and Town Manager Jacob Ihrle to contact Keith Leatherman and explain the Town cannot meet the timeframe necessary to assist with Phase III. Talks on if, or how, assistance might be given for Phase IV are expected to continue.

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

Smolinske motioned to approve Accounts Payable & Payroll Vouchers as of August 26, 2021, September 9, 2021 & September 14, 2021. Shultz 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 8:00 pm. Motion by Smolinske, seconded by Shultz, carried 5 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on September 28, 2021 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 option to join the meeting electronically will be available.

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VICKI E. JELLISON, PRESIDENT

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DONALD J. SHULTZ, VICE-PRESIDENT

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CHRISTINA K. MAGNUSON, MEMBER

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JOHN D. MORR, MEMBER

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DAROLD R. SMOLINSKE, MEMBER

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