

**Albion Town Council**  
**Tuesday, September 24, 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  
John Morr, Member  
Don Shultz, Member  
Darold Smolinske, Member

**OTHERS:** Carol A. Selby, Clerk-Treasurer  
Stefen Wynn, Town Manager  
Steve Clouse, Town Attorney  
Kevin Kelly, Our Hometown News  
Matt Getts, KPC Media  
Scott Cole, Police Dept  
Bob Amber, Fire Dept  
Sharon Leitch, Chain O' Lakes Festival Committee  
Jeremy Sponseller, Triad & Associates, Inc  
Mitch Hansel, Fleis & Vandenbrink Engineering, Inc.

**APPROVAL OF MINUTES:** Minutes from the Executive Session & Regular Meeting on September 10, 2019 were approved. Motion by Magnuson, seconded by Smolinske, carried 5 Ayes, 0 Nays.

**ANNOUNCEMENTS:**

Council President Vicki Jellison extended condolences to the families of Ed Moorhouse and Sandy Moore. Mr. Moorhouse recently passed away and was a former council member and firefighter. Mrs. Moore also recently passed away and was a former town employee. Jellison acknowledged receiving a very nice thank you note from the family of the late Robert Wilson. The Town placed benches in his memory at Hidden Diamond Park and Rose Hill Cemetery. Upcoming events include: Noble House Ministries 5k Color Run – October 12<sup>th</sup>, Scare on the Square – Oct 25<sup>th</sup>, and Albion Chamber of Commerce Halloween Party – Oct 31<sup>st</sup>. The Noble County Prosecutor's Office will be placing ribbons on streetlight poles downtown in recognition of those battling addictions. Wynn encouraged everyone to go to the Indiana Tourism website to vote for the Town of Albion in the "Best Main Street" contest.

**PUBLIC HEARING:**

**2020 Proposed Budget Estimates – Ref. Ord# 2019-12 (1<sup>st</sup> Reading)**

Town Council President Vicki Jellison called the public hearing to order at 6:05 pm and asked for public comment. In a memo previously submitted to council members, department heads, and the town manager, Clerk-Treasurer Carol Selby provided an overview of the \$4,260,027 proposed 2020 budget. The proposed 2020 Budget has been advertised at \$1,033,851 which is \$2 over the estimated maximum levy allowed. Should reductions be necessary, plans are to reduce unexpended appropriations from the 2019 budget to help minimize cuts to the 2020 budget. The public hearing was closed at 6:06 pm. After discussion, Council voted to approve the proposed budget and Ordinance 2019-12 on its first reading as follows.

First Reading

Smolinske caused Ordinance 2019-12, *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 8, 2019.

**OPEN DISCUSSION:**

Due to the unseasonably warm weather, the flowers in the downtown planters are still alive and will be kept out longer than usual.

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

**1. Fleis & Vandenbrink – Consideration of Supplemental Agreement No. 1 for design engineering** – Town Manager Stefen Wynn reported the Public Works Committee and representatives from Fleis & Vandenbrink have arrived at a mutually agreed upon amount for additional design engineering services. Wynn said Troy Stahl and Mitch Hansel, Fleis & Vandenbrink have agreed to, and signed, Supplemental Agreement No. 1 in the amount of \$7,516 for engineering services and design work above and beyond the original scope of services described in Exhibit A of the professional services agreement dated February 21, 2018. After discussion, Council voted to approve and sign the agreement. Motion made by Magnuson, seconded by Smolinske, carried 5 Ayes, 0 Nays. It was noted with the outstanding amount yet to be paid to Fleis & Vandenbrink, along with the additional \$7,516, the total amount to be paid by the town is \$27,901.50. This is contingent upon receipt of the design drawings as per the terms of the supplemental agreement.

**2. Update on Ammonia Project at Wastewater Treatment Ponds**

Wynn reported Megan Carr, Wessler Engineering and former Project Manager for the Town's Ammonia Treatment Project, accepted a position with another company. As such her work load, including the town's project, is being transitioned to other employees. The Public Works Committee met with Bob Holden and Aaron Hutton, Wessler Engineering to discuss the outstanding work yet to be completed by Kokosing. A punch list of about 15-20 items that need completed were reviewed. Wessler

representatives will be contacting Kokosing to put pressure on them to get the project completed.

**3. Consideration of Quotes for Grinder/Chopper for East Industrial Park lift station** - This item was tabled until the next meeting.

**4. Approval of Cemetery Deeds/Transfers**

Council voted to approve the following cemetery deed and transfer. Motion made by Shultz, seconded by Morr, carried 5 Ayes, 0 Nays.

**Michael & Anna McClelland transferring Section C, Lot 15, Graves 5, 6, 7, & 8 to Grace McClelland.**

**DEPARTMENT HEADS:**

**Fire Dept** – Fire Chief Bob Amber provided a summary of his monthly report. In response to council questions regarding why some firefighters appear to have zero hours for training, Amber said one firefighter is away serving in the military, and some others are not able to attend meetings or training, or are wanting to take an inactive roll. He noted participation was high during recent training at an old farm house, so some firefighters that previously had not logged any training hours will now have time in. Amber said the software used to track training allows him to show year-to-date information, so he will include that data in future reports. Council voted to give their approval for Amber to pursue a regional grant on behalf of area fire departments for P25 Radios. Motion made by Magnuson, seconded by Shultz, carried 5 Ayes, 0 Nays. He estimates the cost for radios for the Albion Fire Department to be approximately \$186,000. If awarded a grant, the Town would be responsible for 10% of the cost, and each participating fire department would be responsible for their respective 10% match. Amber also reported he will start working on a 10-year equipment plan as required per the Town’s agreement with area Township Trustees.

**Police Dept** – Town Marshal Scott Cole provided a summary of his monthly report. He said Spillman numbers are up due to extra patrols and security checks. He announced the department has been awarded a grant for Bullet Proof Vests in the amount of \$3090.03 from the Bureau of Justice Assistance. The grant will serve to cover approximately 43% of the cost for 7-8 vests. Cole thanked Council for the opportunity to attend training in Indianapolis recently. Cole reported a part-time officer is back after being on leave which should help with shift coverage. Officer Matt Fought is registered to attend the police academy next year. Council gave Cole their permission to begin the RFQ process to replace the 2011 Ford Crown Vic squad car with a Dodge Durango Police Pursuit Vehicle. He plans to pay for the vehicle by encumbering funds from this year’s budget along with appropriations from next year’s budget. Jellison thanked Cole for his implementation of creative scheduling in order to keep overtime costs down.

**Town Manager** – Town Manager Stefen Wynn provided a summary of his monthly report. Once grant funds are received for the OCRA HCI alley activation project, benches and cross buck arms will be ordered to complete the railroad-themed project. Wynn reported the Noble County Economic Development Corp will hold its Strategic

Planning Session tomorrow, 9/25/2019. The Town held anti-harassment training on 9/22/2019. Wynn provided updates on the following projects: Ammonia Treatment at the wastewater ponds, street paving, Village Drive drainage outlet, W Hazel Street (close out date is June 30, 2020). The Plan Commission will meet on October 9<sup>th</sup> and consider a request to vacate and replat property at North Ridge Village. Information has been sent to the Parking & Traffic Committee for consideration of amending its existing regulations. Paving East Hazel Street will likely result in more than one application for a Community Crossings Grant due to the anticipated cost of the project. Wynn plans to send out updated Deadline Scorecards later this week.

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

Magnuson motioned to approve Payroll and Accounts Payable Vouchers as of September 12, 2019 & September 24, 2019, seconded by Morr, 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 at 7:01 pm, motion made by Shultz, seconded by Morr, carried 5 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on October 8, 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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DAROLD R. SMOLINSKE, MEMBER

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