

**Albion Town Council
Meeting Minutes
Tuesday, August 23, 2022, 6:00 pm
Albion Municipal Building
211 East Park Drive, Albion, IN, 46701
Teleconference via GoToMeeting
(Meeting ID# 280137509)**

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
Don Shultz, Vice-President
Chris Magnuson, Member
John Morr, Member
Darold Smolinske, Member

OTHERS PRESENT:

Carol A. Selby, Clerk-Treasurer	Trince Hursey, Police Dept
Jacob Ihrie, Town Manager	Shannon McFarland, Deputy Clerk-Treas.
J. Darrick Brinkerhoff, Town Attorney	Theresa Wolf, Administrative Assistant
Matt Getts, KPC Media	Casey Myers, Park/Cemetery Depts
John Urso, Fire Dept	Corey Miller, Street/Cemetery Depts
Scott Cole, Police Dept	Judy Owen
Joy LeCount, Albion Rotary Club	Tammy Luce

APPROVAL OF MINUTES: Minutes from the regular meeting on August 9, 2022 were approved. Motion by Shultz, seconded by Morr, carried 5 Ayes, 0 Nays.

ANNOUNCEMENTS:

1. Town Manager 1-year Anniversary

Council congratulated Town Manager Jacob Ihrie on his 1-year work anniversary, and expressed appreciation for his service.

2. Butterfly Garden – Certificate of Appreciation

Joy LeCount, representing the Albion Rotary Club presented the Town with a Certificate of Appreciation for the recently installed Butterfly Garden at Hidden Diamonds Park. The project was spear-headed by the Albion Rotary Club whom submitted and obtained funding for the project via a grant from the Noble REMC Operation Round Up Trust. The garden is certified as a Monarch Way Station and was created to promote the continuation of Monarch Butterfly migrations. LeCount thanked the Parks Dept crew for assistance with the project.

3. Recognition of outgoing Councilmember Chris Magnuson

Council President Vicki Jellison presented Councilmember Chris Magnuson with a Plaque in appreciation for her years of service to the community. Magnuson has served as an Albion Town Councilmember for nearly 20 years, as well as serving on the Chain O' Lakes Festival Committee, Albion Chamber of Commerce, and coordinating the purchase and care of the downtown flower planters. Councilmembers took turns expressing their appreciation for her and the many positive things she has done for the community. Magnuson was quick to share the praise, saying she doesn't do things by herself; she recruits people to help. She will be missed.

OPEN DISCUSSION: NONE

DEPARTMENT HEAD REPORTS:

Fire Dept - Council acknowledged receipt of the monthly report. Deputy Fire Chief John Urso was present to answer questions. In regards to hose testing, the fire department is considering cost sharing with another department to purchase equipment to do the testing in-house. Specifications for a new building to be constructed near the existing fire station have been drafted. Soliciting quotes for the project will be done according to appropriate statutes.

Police Dept - Council acknowledged receipt of the monthly report. Jellison commended the police department on receiving a guilty verdict for a recently litigated case. Town Marshal Scott Cole said it was a team effort. The new Dodge Durango is at CopsGear getting equipment installed. Noble County has been utilizing the Albion Municipal Building for meetings/training purposes while the Jail is being remodeled. The new Noble County Annex Building is now open, giving the Town's Parking & Traffic Committee the ability to observe traffic flow. Cole said it appears that the most congestion occurs when court is in session, especially for jury trials, and also when large trucks obstruct traffic while making deliveries in the downtown area. Cole will be attending an upcoming Law Enforcement Conference in Indianapolis. There is no registration cost to attend, and lodging is also provided free of charge. Anticipated costs are for fuel and meals. Council gave Cole permission to seek quotes for a Ford Interceptor to replace one of the Dodge Chargers. Council also gave Cole permission to sell the department's Dodge Ram truck in accordance with Indiana Code. A reserve value will be placed on the vehicle. Police decals and lights will be removed prior to its sale. In regards to IT matters- Cole will be ordering an iPad for Zane Gray who will be filling the council vacancy left by Magnuson.

Town Manager – Council acknowledged receipt of the monthly report, and the Capital Improvement Plan. Ihrle reported Department Heads did a great job of estimating expected expenditures. Because it is a lengthy process to compile the information, Ihrle plans to start the process earlier next year. It was noted the debt issued for the Albion Municipal Building will be paid off at the end of this year. Councilmembers indicated it would be a good time to consider making improvements to the building such as changing the façade, and renovating office space for greater efficiency. They suggested forming a committee to consider the matter further. It was also noted that with the departure of Magnuson, the make-up of existing committees may need to be revised. Council will look at committee assignments/reassignments once Zane Gray is able to be present for the discussion.

OLD BUSINESS: NONE

NEW BUSINESS:

1. Approval of updated Procurement Policy

Council voted to approve the proposed Procurement Policy. Motion by Morr, seconded by Smolinske, carried 5 Ayes, 0 Nays. The policy was amended to increase the threshold in which Department Heads and the Town Manager can make purchases without prior Council Approval from \$1,500 to \$2,500 for Department Heads and from \$2,500 to \$5,000 for the Town Manager.

2. Update on Safe Haven Baby Box Request – Approval of Lease & Service Agreement

Because council members were concerned about committing to the cost of the project by signing the Lease & Service Agreement, Ihrle reported he contacted Safe Haven Baby Box, and was told we could add verbiage to the contract making the agreement conditional upon fundraising efforts. Town Attorney Brinkerhoff drafted such a provision which Ihrle sent to Safe Haven. A representative from Safe Haven then said the Town could wait to sign the agreement

until fundraising was completed. After discussion, Council directed Ihrle to get clarification on whether Safe Haven would be accepting the donations, and if so, what would happen to donor funds if fundraising efforts are not sufficient enough to fund the project. Or, if Safe Haven intended the Town to be the recipient of donations for the project. Once questions are answered, the matter will be revisited.

3. Request for reimbursement of costs to attend AIM Ideas Summit, French Lick, IN –

John Morr – Council voted to approve a request from John Morr for reimbursement of costs in the approximate amount of \$1,243.69 to attend the AIM Ideas Summit in French Lick, Indiana in November. Motion by Shultz, seconded by Smolinske, carried 5 Ayes, 0 Nays.

4. Approval of Cemetery Deeds

Council voted to approve the following cemetery deeds. Motion by Magnuson, seconded by Shultz, carried 5 Ayes, 0 Nays.

Stan Tipton – Section G, Lot 51, Grave 3

Stephanie Collins – Section N, Lot 188, Grave 2

APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS: Shultz motioned to approve Accounts Payable & Payroll Vouchers as of August 11th, & August 23rd, 2022. Morr 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 6:50 pm. Motion by Magnuson, seconded by Morr, carried 5 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on September 13, 2022 at 6:00 pm, at the Albion Municipal Building, 211 East Park Drive, Albion, IN.

VICKI E. JELLISON, PRESIDENT

JOHN D. MORR, MEMBER

DONALD J. SHULTZ, VICE-PRESIDENT

DAROLD R. SMOLINSKE, MEMBER

CHRISTINA K. MAGNUSON, MEMBER

ATTEST: _____
CAROL A. SELBY, CLERK-TREASURER