

Albion Town Council
Tuesday, January 11, 2022, 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)
Chris Magnuson, Member (Present)
Darold Smolinske, Member (Present)

ABSENT: John Morr, Member

OTHERS PRESENT:

Carol A. Selby, Clerk-Treasurer	Matt Getts, KPC Media
Jacob Ihrie, Town Manager	Scott Cole, Police Dept
Aaron McGinnis, Water/Wastewater Depts	Karl Tanner, WET Environmental
Casey Myers, Park/Cemetery Depts	Darrick Brinkerhoff, Brinkerhoff &
Corey Miller, Street/Cemetery Depts	Brinkerhoff, PC
Lori Gagen (Electronically)	

ELECTION OF OFFICERS: Town Council President & Vice President

The floor was opened for nominations for officers for 2022. Magnuson recommended retaining the same officers as last year, and nominated Vicki Jellison to serve as Town Council President and Don Shultz to serve as Vice President, Smolinske seconded the nominations. There being no other nominations, Council voted to reappoint Jellison as Town Council President and Shultz as Vice President, carried 4 Ayes, 0 Nays.

APPROVAL OF MINUTES: Minutes from the regular meeting on December 14, 2021 were approved. Motion by Smolinske, seconded by Shultz, carried 4 Ayes, 0 Nays.

ANNOUNCEMENTS:

Councilmember John Morr is out of town. Town officials have been invited by Dexter Axle to attend a grand opening on Monday, January 24, 2022 from 10am-12:30pm at their facility on E Park Drive. There is an opening on the Board of Zoning Appeals. BZA member David Bremer has decided not to serve another term. A new business, Hometown Mix has opened on E Main Street and serves energy drinks/smoothies.

OPEN DISCUSSION:

Jellison acknowledged receiving emails from Clerk-Treasurer Carol Selby reporting on the second draw of Property Tax Revenue, which came in more than estimated, and the town has received its 2022 Certified Budget Order from the DLGF with no budget reductions necessary.

DEPARTMENT HEAD REPORTS:

Council acknowledged receipt of the Police Department's monthly report.

Park/Cemetery Depts

Superintendent Casey Myers provided a summary of his monthly reports for the park and cemetery departments. He thanked the street department for help in removing a tree in Rose Hill Cemetery that came down during a recent wind storm. He will be sending out an RFQ for a heating/cooling unit for the maintenance building at Valley View Park, and an RFQ for sealing asphalt areas at Hidden Diamonds Park. Park Board members/officers remain the same as last year (Daniel Gagen, President; Zane Gray, Vice-President; Beverly Fitzpatrick, Secretary; Erika Hile, Member; Timothy Kiebel, Member). Lori Gagen, Catchy Creations was present electronically to provide information on her role in assisting Myers, and Town Manager Jacob Ihrle with the Park Department's Master Plan and website creation. The trio will be divvying up the workload for the Master Plan and anticipates it will take a year for completion. Website development will take a tourism-driven approach on marketing the town's parks, trails, and other amenities, with easier access to camping registration forms and related information. Jellison asked Myers to keep Council informed of any public meetings needing town council representation regarding the Master Plan. Fundraising for a skate park is underway. Council gave Myers the go ahead to obtain prices on new garland for streetlight poles to update the town's Christmas Decorations. Jellison said members of the community may be willing to donate towards the new decorations.

Street/Cemetery Depts

Council acknowledged receipt of the department's monthly report. Superintendent Corey Miller provided a summary of tasks performed by the street and cemetery departments. There were no burials last month. Leaf pickup is done for the season. Equipment has been serviced and is ready for snow and ice removal. Miller said they plan to add additional storage for the salt brine system. They are working on getting the new Ford F600 ready to put in service. There was a plowable snow event on December 28, 2021. Town Manager Jacob Ihrle complimented the department for keeping the town's roads in good shape.

Water/Wastewater Depts

Council acknowledged receipt of the department's monthly report. Deputy Water/Wastewater Superintendent Aaron McGinnis was present to provide information and answer questions. He reported the department has been winterizing equipment, and repairing things that have frozen, or broke due to cold weather. They have met with engineers on pending projects and continue to work on ammonia compliance at the wastewater ponds.

OLD BUSINESS: NONE

NEW BUSINESS:

1. Consideration of Town Attorney Representation for 2022

Council voted to approve a recommendation by the hiring committee to utilize the services of Darrick Brinkerhoff, Brinkerhoff & Brinkerhoff, PC for the Town's legal representation as outlined in his Letter of Representation dated December 14, 2021 and effective January 11, 2022.

Motion made by Magnuson, seconded by Shultz, carried 4 Ayes, 0 Nays.

2. Permission to solicit bids for Lagoon #1 Construction (Inlet pipe relocation & installation of aeration equipment).

Karl Tanner, WET Engineering was present to provide information on the proposed project. Tanner provided an updated cost estimate for the work. With labor shortages, and increased material costs the estimated cost has risen from \$810,000 to \$979,000. After discussion, Council granted permission to solicit bids for relocation of an inlet pipe and installation of aeration equipment in Lagoon #1 at the wastewater ponds. Motion by Shultz, seconded by Smolinske, carried 4 Ayes, 0 Nays.

3. Approval of quote from VS Engineering for engineering services for water main & water service line replacement on E Hazel Street (Third to Fifth Streets).

Council voted to approve a quote from VS Engineering in an amount not to exceed \$27,000 for engineering services for a water main and service lines to be installed on E Hazel Street from Third to Fifth Streets. Motion by Magnuson, seconded by Smolinske, carried 4 Ayes, 0 Nays. Installation of the new main and lines is to be coordinated with the Community Crossings Matching Grant Project planned for E Hazel Street. It was noted the work requires an IDEM Permit, the process of which takes approximately 45-60 days. The water main work is ineligible for grant funds. Water funds will be used to cover the engineering costs.

4. Approval to solicit bids for CCMG Project – E Hazel Street (First to Fifth Streets & S Liberty Street (E Main to E Washington Streets) Reference Des. No. 2101325.

Council gave permission to solicit bids for the CCMG Project. Motion by Shultz, seconded by Magnuson, carried 4 Ayes, 0 Nays. DLZ will prepare the bid documents and publications. Plans are for the Public Works Committee to open and review sealed bids at a meeting open to the public on February 7, 2022 and make a recommendation to Council at a subsequent meeting.

5. Approval of 2021 Budget Transfers, A/P & Payroll Vouchers, and Encumbrances

Council acknowledged receipt of the year-end Miscellaneous Appropriation Transaction List (Budget Transfer Report), and voted to approve Accounts Payable Vouchers – Short & Detail dated 12/28/21 & 12/31/21, motion by Magnuson, seconded by Smolinske, carried 4 Ayes, 0 Nays. Council also voted to approve Payroll Vouchers dated 12/16/21 & 12/30/21. Motion by Magnuson, seconded by Shultz, carried 4 Ayes, 0 Nays. Council then approved Encumbrance **Resolution No. 2022-01**. Motion by Magnuson, seconded by Shultz, carried 4 Ayes, 0 Nays.

6. Acknowledgement of updated spreadsheet for Board & Commission Appointments

Council acknowledged receipt of a spreadsheet listing various Board and Commission Appointments. An update on Albion Municipal Building Corporation members will be completed once they have their organizational meeting and vote on officers. Other vacancies will be updated as new members are appointed.

7. 2022 Town Events – Set Dates

Council members agreed to set the following dates for 2022 events, and waive permit fees for the Albion Chamber of Commerce sponsored Town Wide Yard Sale as indicated below. Motion made by Magnuson, seconded by Shultz, carried 4 Ayes, 0 Nays.

- Town Wide Yard Sale – May 5th, 6th, 7th (fee waived)
- Spring Clean-up – May 14th
- Fireworks Display – July 1st
- Trick or Treat - October 31st, 5-7pm

APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS:

Smolinske motioned to approve Accounts Payable Vouchers as of January 11, 2022. Shultz seconded, carried 4 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 7:01 pm. Motion by Magnuson, seconded by Smolinske, carried 4 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on January 25, 2022 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.

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