

**Albion Town Council**  
**Tuesday, January 23, 2018, 6:00 pm**  
**Albion Municipal Building**  
**211 East Park Drive, Albion, IN, 46701**

**CALL TO ORDER:** Town Council Vice-President Chris Magnuson called the meeting to order at 6:00 pm. Town Council President Vicki Jellison was attending a work conference out of state. The Pledge of Allegiance was recited.

**ATTENDANCE:** Chris Magnuson, Vice-President  
John Morr, Member  
Don Shultz, Member  
Max Weber, Member

**ABSENT:** Vicki Jellison, President

**OTHERS:**

|                                      |                                     |
|--------------------------------------|-------------------------------------|
| Carol A. Selby, Clerk-Treasurer      | David Fiandt, Fire Dept             |
| Stefen Wynn, Town Manager            | Rick Aldrich, Fire Dept             |
| Steven Clouse, Town Attorney         | Gregg Gorsuch, Fire Dept            |
| Matt Getts, KPC Media                | Brian Peterson, Fire Dept           |
| Kelly Roberts, WANE, Channel 15 News | Johna Peterson, Fire Dept           |
| Terry Forker, Water/Wastewater Depts | Richard Miller, Fire Dept           |
| Kevin Todd, Street/Cemetery Depts    | Kody Forker, Fire Dept              |
| Aaron McGinnis, Water/Wastewater     | Mr. & Mrs. Fisher                   |
| Tom Lock, Police Dept                | Mr. Lawrence                        |
| Scott Cole, Police Dept              | Mr. Kline                           |
| Bob Amber, Fire Dept                 | Mike Selby                          |
| Brad Rollins, Fire Dept              | Sharon Leitch                       |
| Brian Tigner, Fire Dept              | Joe Smith                           |
| Aaron Knight, Fire Dept              | Rick Pharris, Triad Associates      |
| Shane Coney, Fire Dept               | Jeremy Sponseller, Triad Associates |
| Mitch Fiandt, Fire Dept              |                                     |

**AGENDA ADDITION:** By consensus of Council members, the agenda was amended to add New Business, Item No. 6, “Albion Fire Auxiliary/Albion Volunteer Firefighters – Proposed Contract” to tonight’s meeting agenda.

**APPROVAL OF MINUTES:** Minutes from the regular meeting on January 9, 2018 were approved. Motion made by Shultz, seconded by Weber, carried 4 Ayes, 0 Nays.

**ANNOUNCEMENTS: NONE**

**OPEN DISCUSSION:** Magnuson gave anyone that wished to speak the opportunity to do so. There being no comments from council or the audience she moved on to the next item on the agenda.

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

**1. Approval of Golf Cart, ORV Ordinance No. 2017-21 – 2<sup>nd</sup> Reading**

Council tabled this item until the next meeting on February 13, 2018 to allow time for Mr. Scott Applegate to review the amendments. It was noted the amendments mirror state statutes regarding brake lights, color of lights, turn signals, and headlights.

**2. Consideration of RFQs for design engineering for ammonia treatment at wastewater ponds**

- Council members voted to accept the committee's recommendation to enter into negotiations on price, and if acceptable approve hiring Wessler Engineering for design engineering for ammonia treatment at the wastewater ponds. Council further gave approval for the committee to negotiate with Fleis & Vandenbrink if negotiations with Wessler prove unsuccessful. Motion made by Weber, seconded by Shultz, carried 4 Ayes, 0 Nays. Council member Don Shultz serves on the committee and said he appreciated the Qualifications Based Selection Process of scoring and weighting criteria for each engineering firm. The type of evaluation used is intended to determine the most qualified firm for the project. As such, the evaluation did not take into account cost. The committee received (6) Statements of Qualifications from the following: Triad Associates, Inc., Engineering Resources, Inc., DLZ, Fleis & Vandenbrink, Wessler, and Donohue.

**3. Approval of Quote from Noble County Disposal for Spring Cleanup on May 12<sup>th</sup>**

Assistant Street Superintendent Kevin Todd was filling in for Street Superintendent Brian Stimpson who is on vacation. Todd reported four vendors were solicited for quotes for Spring Cleanup, one quote was received from Noble County Disposal. Waste Management, Republic, and Stuckmans Sanitation declined to quote because they either do not service our area, or do not offer curbside pickup. Council voted to approve the quote from Noble County Disposal, motion made by Weber, seconded by Morr, carried 4 Ayes, 0 Nays. Charges include \$175/hour per truck with a 4-hour minimum charge per truck. Disposal rate is \$60 per ton with a 40-ton minimum. Freon items will be billed at \$70 each, and tires are billed according to size. These items must be paid for at the town hall and tagged prior to pick up. A truck and workers to help load will be available for electronic drop off from 8:00am-12:00pm.

**4. Consideration of Quotes for Floor Scrubber**

Council members learned that while in the course of negotiating a price on a used floor scrubber, Stimpson was offered a new unit at a price approximately \$1,100 more than a used machine and with a longer warranty. As such he solicited quotes for a new machine from System Clean Inc. - \$11,114.00, Janitors Supply – \$11,089.00, Craft Laboratories - \$13,440.00, and Tennant Factory Direct - \$9,115.65. After discussion, Council members voted to approve the quote from the lowest most responsive and

responsible bidder from Tennant Factory Direct for a cylindrical Tennant T500 Floor Scrubber in the amount of \$9,115.65. Motion made by Shultz, seconded by Weber, carried 4 Ayes, 0 Nays. The cost will be split amongst multiple departments.

**5. Approval of Salary Ordinance No. 2018-03 – Part-time Fire Chief Pay - 1<sup>st</sup> & 2<sup>nd</sup>**

**Readings** - Council voted to approve Ord. No. 2018-03 on its 1<sup>st</sup> and 2<sup>nd</sup> readings as indicated below. This ordinance amends wages for the Water/Wastewater Deputy Superintendent, adds wages for a Part-time Fire Chief, and additional Assistant Fire Chief.

**First Reading**

Weber caused Ordinance 2018-03, *A Payroll Ordinance Setting Annual Wages and Benefits for Town of Albion Elected, Appointed and All Other Employees by Department for the 2018 Calendar Year, Amending Wages for Water/Sewer Deputy Superintendent in Town Council Contracted and Salaried Positions, and Adding Wages for a Fire Chief*, to be read for the first time by title only. Weber motioned for approval of the ordinance, seconded by Shultz, carried 4 Ayes, 0 Nays.

**Second Reading**

Weber motioned to suspend the rules to allow for the reading of the Ordinance for a second time by title only, seconded by Shultz, carried 4 Ayes, 0 Nays. Weber then caused the ordinance to be read a second time by title only, and motioned to approve the adoption of the ordinance on its second reading, seconded by Shultz, carried 4 Ayes, 0 Nays.

**6. Albion Fire Auxiliary/Albion Volunteer Firefighters – Proposed Contract**

Magnuson asked if anyone would like to address the council regarding the proposed contract presented by the Albion Fire Auxiliary. Aaron Knight said he thought council members were going to discuss this at their February 13, 2018 meeting when all Council members were expected to be present. Magnuson confirmed that Council President Vicki Jellison will be back from vacation by the next meeting. However, since Mr. Knight had previously requested to speak at tonight's meeting, council wanted to give him the opportunity to do so. Knight said he was fine with waiting until the next meeting. As such, Morr motioned to table this topic until the February 13, 2018 council meeting, seconded by Weber, carried 4 Ayes, 0 Nays.

**DEPARTMENT HEADS:**

**Fire Department** - Council members welcomed Fire Chief Bob Amber to his first council meeting. Magnuson noted the hiring committee, which included two Council members, the Town Manager, 2017 Fire Chief and Assistant Fire Chief, unanimously recommended Amber for the position. Amber provided a summary of the Fire Department's Year-end Report. Firefighters worked a combined 4,532.5 hours in 2017. Amber reported for now, he would like to honor the officer elections held by firefighters in 2017. He said at some point he would like to create his own staff. Council members will consider ratification of officers at a later date. Shultz asked what hours Amber will be working. Amber said his schedule will be posted on calendars at the fire station, and

planned around his full-time job with the Fort Wayne Fire Department. As has been done with past Fire Chiefs, council consensus was to allow Amber use of a take home vehicle. The fire command vehicle is for Amber to commute to and from the fire station and to respond to emergencies. Amber said the vehicle would not be used for personal use, or to commute to his full-time job.

**Police Department** - Council acknowledged receipt of the Police Department's Year-end Report. Town Marshal Tom Lock plans to have quotes and a payment plan for the purchase of a new Dodge Durango ready for the meeting on February 27, 2018. EMA Director Mick Newton was successful in obtaining a grant for computers for use with the Spillman Software system. Council members commended Lock for reducing overtime last year and for negotiating the purchase of a 2014 Dodge Charger from the Town of Roseland.

**Town Manager Report** - Town Manger Stefen Wynn provided a summary of his monthly report. OCRA – Hometown Collaboration Initiative committee members are moving closer to selecting a Building Block. The Albion S.T.A.R. Team received a QULP Grant and will use funds towards a concrete slab for a life-sized chess and checkers board and wayfinding signs. Wynn stated that up to \$2,500 of CEDIT funds may be used for wayfinding signs. Wynn's written report also included updates on various committees, town projects, and upcoming events.

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

After discussion, Weber motioned to approve Payroll and Accounts Payable Vouchers as of January 18, 2018 and January 23, 2018, seconded by Morr, carried 4 Ayes, 0 Nays, submitted and reviewed, attested by Carol A. Selby.

**ADJOURNMENT:** There being no further business to be brought before the council in regular session, Weber motioned to adjourn the meeting at 6:34 pm, seconded by Shultz, carried 4 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on February 13, 2018 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

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

\_\_\_\_\_  
DONALD J. SHULTZ, MEMBER

\_\_\_\_\_  
MAX C. WEBER, MEMBER

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