

Albion Town Council
Tuesday, February 23, 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)
John Morr, Member (Present)

ABSENT: Chris Magnuson, Member

OTHERS: Carol A. Selby, Clerk-Treasurer (Electronically)
Tena Woenker, Town Manager (Present)
Steve Clouse, Town Attorney (Present)
Matt Getts, KPC Media (Electronically)
Scott Cole, Police Dept (Present)
Bob Amber, Fire Dept (Present)
Corey Miller, Street/Cemetery Depts (Electronically)

APPROVAL OF MINUTES: Minutes from the regular meeting on February 9, 2021 were approved. Motion by Morr, seconded by Shultz, carried 4 Ayes, 0 Nays.

ANNOUNCEMENTS:
Council expressed condolences to Officer Matt Fought and family on the recent passing of his wife's grandmother. A new billboard for Coronavirus awareness will be going up paid for with CARES Act grant funds. Town Manager Tena Woenker provided Council with a spreadsheet listing building permits for 2020.

OPEN DISCUSSION:
In accordance with provisions of her employment agreement regarding employment outside of the Town, Council granted permission for Town Manager Tena Woenker to accept payment for assisting the Fort Wayne Ballet with planning a Christmas Market for 2021. Woenker said the work she is performing is not done on Town time. Morr motioned Woenker's participation should not be construed as violating her contract with the Town, seconded by Shultz, carried 4 Ayes, 0 Nays.

DEPARTMENT HEAD REPORTS:

Fire Dept - Council acknowledged receipt of the Fire Department monthly report. Smolinkse asked about the Fire Department’s training process. Chief Amber explained a combination of training is used. The dept uses software via Target Solutions, which provides video training, emergency responder trainer requires successful completion of competency quizzes, and hands-on training with other fire departments is used to prove proficiency. The Fire Department Appreciation Dinner scheduled for Saturday, February 27th will provide carry-out for those concerned about attending in person due to CoVid. Council voted to approve a recommendation by Fire Chief Bob Amber to make the following purchases to equip the department’s new response truck. Motion made by Shultz, seconded by Smolinske, carried 4 Ayes, 0 Nays. Public Safety LIT funds are allocated to cover the costs.

J&K Communications.....	\$5,688.85 (mobile radio)
CopsGear.com.....	\$10,194.39 (lights & sirens)
<u>Larkin Greenwood Ford.....</u>	<u>\$6,161.50 (topper, brush guard, bed liner, pullout tray)</u>
Total	\$22,044.74

Police Dept – Town Marshal Scott Cole asked if there were questions on his monthly report. He reported Deputy Marshal Ryan Castle received an award from the American Heart Association in recognition of his life saving efforts. Council expressed appreciation for his service. Cole noted each squad vehicle is equipped with an AED purchased with donated funds. Council member John Morr said the Town is very fortunate to have local people trained to administer life saving care, reducing response time for those in need. Council also expressed appreciation for Cole’s efforts and leadership as he enters his 37th year of employment with the Town. Cole asked for the newspaper to help get out a friendly reminder to citizens to help keep sidewalks clear of snow and ice, and maintain access to fire hydrants.

Town Manager – Council acknowledged receipt of the town manager’s monthly report. Town Manager Tena Woenker reported bids are being solicited for construction on this year’s CCMG projects. A pre-bid meeting is coming up. Bid are due March 16th and set to be considered by Council at the March 23rd meeting. Attorney Steve Clouse is helping with Right-of-Way acquisition. The Public Works Committee will meet March 4th at 4:00pm to discuss ammonia treatment. Council acknowledged receipt of a report from Wessler Engineering outlining various ammonia treatment options. The Town is also working with KML to see if other options might be feasible.

OLD BUSINESS:

Update regarding Zoning Designations

Following up on a discussion from the February 9, 2021 meeting regarding a disparity between Commercial Zoning designations listed on a Map and those listed on the RDC’s Façade Grant Application, Jellison reported the Façade Grant Committee met and discuss proposed changes to the application, and the Plan Commission will be reviewing properties that were changed and discuss revisions for zoning designations.

NEW BUSINESS:

1. Consideration of Endorsing the Albion RDC’s updated Economic Development Plan

The Albion Town Council reviewed and affirmed the updated Albion Redevelopment Commission Economic Development Plan. The updated plan adds several parcels of real property the RDC has an interest in acquiring. Woenker said the RDC is not obligated to purchase the properties. But, including the parcels in the plan now would make the purchasing

process easier for future growth. Clouse reported several property owners were in attendance at the RDC's meeting and asked questions. It was noted inclusion of the parcels in the plan does not change anything for property owners. Morr voted to approve the amended and restated Economic Development Plan revisions, seconded by Smolinske, carried 4 Ayes, 0 Nays. Morr suggested the RDC consider adding properties located north, south, and west of the Town. The Plan Commission will also consider the Economic Development Plan.

2. Indiana Michigan Power Company – Streetlight repair Agreement

Council voted to approve an agreement with Indiana Michigan Power Company to service town-owned streetlights. Motion made by Shultz, seconded by Smolinske, carried 4 Ayes, 0 Nays. There was some concern raised about open-ended cost of service. Superintendent Corey Miller said if the charges become unreasonable, they would need to revisit the agreement. However, he noted past logs indicate most lights being repaired were owned by I&M rather than the Town. I&M will repair their own streetlights at their expense. Per the agreement, the town will only pay for repair of town-owned streetlights. Miller said he is expecting prompt response time for repairs. Woenker said the Town may be eligible for a credit for streetlights that have already been updated with LED bulbs. Morr commented on the Town's overall electric usage, and suggested reviewing options to reduce costs. (The agreement with Indiana Michigan Power terminates December 31, 2025.)

3. Parkview Occupational Health Agreement Renewal for CDL/DOT Screening Services

Council voted to approve the Agreement between the Town and Parkview Occupational Health for performing Random Drug & Alcohol testing for the town's CDL drivers. The updated agreement amends the pricing for services. Drug screens are increasing from \$32 to \$34 and alcohol screens are increasing from \$26 to \$27 effective March 15, 2021. Motion made by Smolinske, seconded by Shultz, carried 4 Ayes, 0 Nays.

4. Approval of updated Special Event Application – Ordinance No. 2021-04

Council voted to approve updating the Special Event policy and application to reduce the notification period from 60 days to 30 days, and correct some typos. After discussion, Council voted to approve Ordinance No. 2021-04, Special Events Policy, on its first reading as follows.

First Reading

Shultz caused Ordinance 2021-04, to be read for the first time by title only. Smolinske motioned for approval of the ordinance, seconded by Shultz, carried 4 Ayes, 0 Nays.

The second reading and final adoption is scheduled for the March 9, 2021 meeting.

APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS: Smolinske motioned to approve Accounts Payable and Payroll Vouchers as of February 11, 2021 and February 23, 2021. 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, Jellison adjourned the meeting at 7:26 pm. Motion by Morr, seconded by Smolinske, carried 4 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on March 9, 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.

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