

**Albion Town Council
Tuesday, April 11, 2017, 6:00 pm
Albion Municipal Building
211 East Park Drive, Albion, IN, 46701**

CALL TO ORDER: Town council president Max Weber called the meeting to order at 6:00 pm. The Pledge of Allegiance was recited.

ATTENDANCE: Max Weber, President
Vicki Jellison, Vice-President
Chris Magnuson, Member
Don Shultz, Member

ABSENT: John Morr, Member

OTHERS: Carol A. Selby, Clerk-Treasurer
Stefen Wynn, Town Manager
Matt Getts, KPC Media
Terry Forker, Water/Wastewater Depts
Brian Stimpson, Street/Cemetery Depts
Brad Rollins, Fire Dept
Shane Coney, Fire Dept
Steve Bushong, Fire Dept
Casey Myers, Park/Cemetery Depts
Sam Boggs, Chain O' Lakes State Park
Keith Leatherman, Monarch Development
Ray Groves
Sharon Leitch
Rick Pharris, Triad
Jeremy Sponseller, Triad

APPROVAL OF MINUTES: Weber asked for approval of the minutes from the regular meeting on March 28, 2017. Magnuson motioned to approve the minutes, seconded by Jellison, carried 4 Ayes, 0 Nays.

ANNOUNCEMENTS:

Arbor Day Proclamation

Council members signed the proclamation approved during the March 28, 2017 Albion Town Council Meeting.

OPEN DISCUSSION:

1. State Board of Accounts Audit

The State Board of Accounts recently completed their examination of records for the Town of Albion for the years 2012-2015. Results of the examination were favorable.

2. Hometown Collaborate Initiative

Representatives from OCRA, Ball State University, and Indiana University met with community representatives today to conduct a site visit. The Town of Albion is a finalist for the HCI Program, and the site visit is part of the selection process. If selected, members of the Albion HCI Committee would receive coaching on how to bring individuals together to collaborate for the greater good of the community.

3. Ray Groves – Complaint

Albion resident Ray Groves brought items of concern to the attention of council members regarding access to an undeveloped alley adjacent to his property at 309 E. Jefferson Street. He also reported a neighbor's flower bed located between the curb and sidewalk, and in the Town's right-of-way, impedes the ability to park on that side of the street. Street superintendent Brian Stimpson offered to meet with Mr. Grove regarding the matter. He said if the issues can be fixed, he will see that they are taken care of, and if not, he will explain to Mr. Groves why they can't.

OLD BUSINESS:

Consideration of Quotes for Doors for Albion Municipal Building & Water Plant

Council members tabled this topic until the next meeting on April 25, 2017.

NEW BUSINESS:

1. Chain O' Lakes State Park Presentation – Sam Bogg, Property Manager

Property manager Sam Boggs provided council members with an informative Power Point Presentation on Chain O' Lakes State Park. Along with providing history on the park, Mr. Boggs outlined three initiatives he has started since becoming the property manager. They include Resource Management, Revenue Generation, and Natural and Cultural Interpretation. Mr. Boggs provided several examples of how he and his staff are implementing these ideas. Some of those include:

- Establishing Glacial Esker Nature Preserve
- Indiana Trail 100 Race (100-mile run that draws participants from around the world)
- Huff 50K (December run)
- Nature Center moved from old school house to Beach Bath House
- Stanley School House placed on National Historic Register and received award for school house restoration.
- Boat rental is main attraction
- Monitor/test for blue algae and manage goose population
- Building a new trail in the park scheduled to open in June of this year
- Updating comfort stations
- Roads were paved last year

The Department of Corrections (DOC) helps with park maintenance. Also, signs for all State Parks in Indiana are made at the Chain O' Lakes Correctional Facility using DOC labor.

2. Keith Leatherman – Monarch Development Inc.

Village of White Oaks - Keith Leatherman was present to inform council he would like to see a sidewalk or walking path connecting the Village of White Oaks to the rest of Town. He said Phase 3 development in the Village of White Oaks could accommodate an additional 18-20 new homes west of existing homes. It was noted that constructing a sidewalk along Albion Road might be an option. The Map-21 West Main Street Project included construction of a sidewalk. However, escalating costs due to the discovery of a peat bog and drainage issues resulted in the cancellation of that project.

North Ridge Village – Mr. Leatherman said there is a small parcel of land north of Dollar General that he would like to deed to the town. He also presented drawings to council and discussed a former verbal agreement regarding the relocation of a detention pond in conjunction with the proposed Busche construction project. After discussion, council members instructed Town manager Stefen Wynn and Street Superintendent Brian Stimpson to discuss the matter with Mr. Leatherman.

3. Consideration of Quotes for Tree Replacement

Council voted to purchase (4) Trees from Fort Wayne Trees for \$425 each for a total of \$1,700. Motion made by Jellison, seconded by Magnuson, carried 4 Ayes, 0 Nays. One tree will be paid for from the Water Fund since it is being planted to replace a tree that was cut down during last year's water main replacement project on South York Street. The other three trees will be paid for out of CEDIT and planted at various locations around town. Plans are to purchase additional trees to replace trees removed during water main replacement on West Jefferson Street. However, more time is needed to determine what type of tree would cause the least amount of disturbance with the new water main.

4. Salary Ordinance No. 2017-06 – 1st & 2nd Readings

Council members voted to approve Ordinance No. 2017-06 on its first and second readings as follows. This ordinance states that full-time employees that cover a shift in a Department outside their normal Department may be paid their normal wages, subject to approval of both Department Heads, the Town Manager and Clerk-Treasurer. This ordinance is effective retroactively beginning April 3, 2017.

First Reading

Jellison caused Ordinance 2017-06 to be read for the first time by title only. *A Payroll Ordinance Setting Annual Wages and Benefits for Town of Albion Elected, Appointed and All Other Employees by Department for the 2017 Calendar Year. Ordinance 2017-06 Amends Ordinance 2016-23 for the Purpose of Allowing Full-Time Employees to Earn Their Normal Wage While Covering Shifts in Other Departments From Part-Time to Full-Time Effective Retroactively April 3, 2017.* Jellison made a motion for approval of Ordinance 2017-06 as read, seconded by Shultz, carried 4 Ayes, 0 Nays.

Second Reading

Jellison motioned to suspend the rules to allow for the reading of the ordinance for a second time, seconded by Magnuson, carried 4 Ayes, 0 Nays. Jellison then caused Ordinance 2017-06 to be read for the second time by title only. Jellison made a motion for adoption of Ordinance 2017-06 as amended, seconded by Magnuson, carried 4 Ayes, 0 Nays.

5. Acknowledge receipt of 2016 Albion RDC 2016 Report

Council acknowledged receipt of the 2016 Year-end Report from the Redevelopment Commission. Submission of the report is required per Indiana Code 36-7-14-13. The report outlines business conducted by the RDC during 2016, and provides financial data for TIF Allocation Areas. In addition, the clerk-treasurer is required to submit an annual report in Gateway through the TIF Management application.

6. Acknowledge receipt of 2016 Annual Financial Report

Council acknowledged receipt of the 2016 Annual Financial Report. A copy of the report was emailed to council on February 25, 2017, the same day it was submitted to the State Board of Accounts through the Gateway portal. The report provides financial data for the Town of Albion for January-December 2016.

DEPARTMENT HEADS:

Casey Myers, Park/Cemetery Departments

Council acknowledged receipt of the department's monthly reports. Myers provided updates on the following: Installation of insulation in the building addition at Valley View Park is done, with wiring to begin this week. Part-time employees are working out great, and the new Grasshopper mowers are proving to be very efficient. Official opening of the new trail is anticipated soon. The online Fire Works Fundraiser auction will run from April 10th-21st at 4:00pm. Myers would like council members to provide feedback on the addition of stone along some of the cemetery roads. He estimates the cost to be around \$4,000 to complete the rest of roads.

Street/Cemetery Departments, Brian Stimpson

Council acknowledged receipt of the departments' monthly report. Stimpson reported the cost to powder coat decorative street light poles is approximately \$90 per pole. Council agreed by consensus to proceed with a plan to powder coat 33 street light poles located downtown around courthouse square. CEDIT funds will be used to cover the cost. The jetter has been repaired and is back in service. Issues with Frontier and Ligtel Internet/email connectivity last week delayed the receipt of quotes for a GIS Mapping receiver. Quotes will be considered at a future meeting. Stimpson will meet with representatives from Fleis-Vandenbrink on April 17, 2017 to start on the paving plan. Traffic counters will be placed on Weber Road from April 17th-24th. New signs were placed on State Road 9 directing traffic to the East Industrial Park via Weber Road. Data collected prior to sign placement will be compared with results after sign placement to see if semi-truck traffic on Weber Road has increased.

Water/Wastewater Departments, Terry Forker

Council acknowledged receipt of the departments' monthly report. Forker reported employee Aaron McGinnis has passed the exam for Wastewater Certification and is now a licensed operator. Council members said they appreciate his efforts in achieving that accomplishment. The recently installed 6" fire protection water service at the new Noble County Highway Garage has passed bacteria and pressure testing. A lift station went down and in addition to approximately \$700 in new parts, will require installation of a new starter motor at a cost around \$500 bumping the total cost to over \$1,000. Jellison motioned to approve the purchase, seconded by Shultz, carried 4 Ayes, 0 Nays. Finish work on last year's water main replacement needs to be completed by the

contractor. There are some washouts that need addressed, a diffuser needs installed, and silt fences need removed. It was indicated a schedule is needed for in-house water main replacement and should be coordinated with paving plans.

APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS:

After discussion, Jellison motioned to approve Payroll and Accounts Payable Vouchers as of March 30, 2017, and April 11, 2017, seconded by Shultz, 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, Magnuson motioned to adjourn the meeting at 7:50 pm, seconded by Jellison, carried 4 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on April 25, 2017 at the Albion Municipal Building, 211 East Park Drive, Albion, IN.