

**Albion Town Council  
Meeting Minutes  
Tuesday, April 11, 2023, 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  
Zane Gray, Member  
Abby Lindsey, Member  
John Morr, Member

**ABSENT:** Don Shultz, Vice-President

**OTHERS PRESENT:**

Carol A. Selby, Clerk-Treasurer	Scott Cole, Police Dept
Jacob Ihrle, Town Manager	Casey Myers, Park/Cemetery Depts
J. Darrick Brinkerhoff, Attorney	Corey Miller, Street/Cemetery Depts
Matt Getts, KPC Media	Terry Forker, Water/Wastewater Depts

**APPROVAL OF MINUTES:** Minutes from the regular meeting on March 28, 2023 were approved. Motion by Gray, seconded by Morr, carried 4 Ayes, 0 Nays.

**ANNOUNCEMENTS:**

Council Vice-President Don Shultz had a prior commitment and was unable to attend tonight's meeting. He will preside over the April 25, 2023 council meeting when Council President Vicki Jellison will be gone due to another commitment.

**OPEN DISCUSSION:**

Jellison acknowledged receipt of the 1<sup>st</sup> Quarter Overtime Report and thanked Department Heads for keeping overtime in check. She also expressed appreciation to Deputy Clerk-Treasurer Shannon McFarland for compiling the information and distributing it in a timely manner. Morr referenced an email from another community on the AIM listserv that shared the doorhanger they use for ordinance violations- he liked the format. It was noted the Town of Albion uses doorhangers created internally for specific purposes (utility disconnects, communicating brush pickup policy, and notifying residents in affected areas of town street projects, etc.). Town Marshal Scott Cole reported residents are notified of ordinance violations via mail as required by Town Ordinance.

**DEPARTMENT HEAD REPORTS:**

**Park/Cemetery Depts** – Superintendent Casey Myers asked if there were questions on his monthly report. Seasonal workers started back to work this week. A public hearing on proposed updates to the 5-year Master Plan will be held Monday, May 8, 2023 at 5:30pm at the Albion Municipal Building. Myers and Town Manager Jacob Ihrle had a conference call with a representative from the State to get a better vision of what needs incorporated into the Master Plan for ADA compliance. Park bathrooms were opened today. Plans are to have Splash Pad

fixtures painted prior to opening for public use. Wetland Project- Dirt work is being done in preparation of seeding the field at Hidden Diamonds Park. A Boy Scout Camporee will be held at Hidden Diamonds Park this year. Soccer and softball will soon be underway. A crew from the Chain O' Lakes Re-Entry Center assisted with cleanup at Hidden Diamonds Park and along Weber Road, and installed a bench at the butterfly garden.

**Street/Cemetery Depts** – Superintendent Corey Miller reported there were no burials in March. The street department has started on several projects. Miller reported his department will be demoing Maintenance Program software to see if it would be beneficial for assisting with vehicle and equipment maintenance. Miller and Ihrie have been working on a paving plan for alleys that are heavily used, and/or problematic, i.e., washing out, etc. They are concentrating on alleys that would be eligible for the use of TIF funding. Miller said soliciting bids for alley work at the same time as other street projects may result in better pricing. No bids were received for disposal of the 1990 Ford F800 Dump Truck. Miller said Biddergy.com, an online auction company recommended to him by other governmental entities only charges a 5% commission. After discussion, council asked for department heads to prepare a list of items for disposal, and provide the agreement from the auction company for consideration at a future council meeting.

**Water/Wastewater Depts** – Superintendent Terry Forker asked if there were questions on his monthly report. He reported they are working with VS Engineering on the Weber Road Water Main Project design/specifications. The project at the water plant has started, but the company was pulled away for an emergency at another community. The wastewater department has had problems with lift stations that do not have choppers or grinders getting clogged. Town officials and representatives from WET Engineering and IDEM will be meeting on April 20, 2023 to discuss the Town's Ammonia limits. Forker reported the Town was in compliance in March with an average Ammonia level of 2.7 mg/L. With Ligtel Communications installing fiber optics throughout Town, the department has performed over six miles of line locations and is not done yet. Morr commented the pedestal mounts Ligtel is installing are unsightly and take away from the aesthetics of the community. Ihrie reported he has been in talks with them, and evidently there was some miscommunication between Ligtel and the contractor doing the installation as far as whether above ground pedestal, or flush mount access points would be installed. Ihrie has communicated to them that town officials prefer flush mounts, rather than above ground pedestals. However, because both types are allowable within Town utility easements and right-of-ways there is no guarantee that future installations will be flush mounts. On a positive note, Ihrie said Albion residents will have access to some of the fastest Internet in the County.

#### **OLD BUSINESS:**

In response to a question about a Childcare center, Ihrie reported new grant funding is available for childcare projects. Also, the state has reduced requirements for square footage for childcare facilities from 50 ft for all children to 35 ft for children over the age of 2. Ihrie would like to set up a committee and hold a public meeting to gauge interest in a proposed childcare facility project.

#### **NEW BUSINESS:**

##### **1. Consideration of Quotes for an Addition to the Barn at Hidden Diamonds Park**

Council voted to approve a recommendation by the Albion Park Board and Superintendent Casey Myers to hire the vendors that submitted the lowest most responsive and responsible Quotes (highlighted below) for work to construct an addition onto the maintenance building at Hidden Diamonds Park. The Albion RDC has given preliminary approval to use TIF funds for the project, and will vote to officially approve the actual amounts based upon the lowest quotes at their next meeting on April 12, 2023. All motions to approve were made contingent on official approval by the RDC to use TIF #1 funds for the project.

**a. Material for barn addition - Alpha Building Center, Inc, Shippshewana - \$30,121.17**

Motion by Morr, seconded by Gray, carried 4 Ayes, 0 Nays. Other quotes included:  
Big C Lumber, Cromwell - \$35,891.45  
Builders Mart, Columbia City - \$39,744.02  
Ramco Metal Roofing & Buildings, Decatur – Did not submit a quote

**b. Labor for a construction - Yoder's Roofing & Construction, Ligonier - \$11,520.00**

Motion by Gray, seconded by Lindsey, carried 4 Ayes, 0 Nays. Other quotes included:  
J&E Construction, South Whitley – 12,100.00  
TKB Construction, Kendallville - \$20,432.00  
Pulver, Albion – Did not submit a quote

**c. Concrete and labor to pour - Yoder's Roofing & Construction, Ligonier - \$11,400.00**

Motion by Gray, seconded by Morr, carried 4 Ayes, 0 Nays. Other quotes included:  
Blue Ridge Concrete, LLC, South Whitley - \$12,000  
TKB Construction, Kendallville - \$18,432.00  
Pulver Asphalt Paving, Inc, Albion – Did not submit a quote

**2. Consideration of Dearborn Life Ins Company Renewal (Employee Life, ADD & STD insurance)** - Council voted to approve a recommendation from the Insurance Committee to renew employee Life, Accidental Death & Dismemberment, and Short-term Disability Insurance with Dearborn Life Insurance Company. Motion made by Morr, seconded by Gray, carried 4 Ayes, 0 Nays. Full-time employees are eligible, and the cost is paid by the town 100%. The premium is \$20.05 per month per employee. Rates are guaranteed until July 1, 2024.

**APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS:** Gray motioned to approve Accounts Payable & Payroll Vouchers as of April 6<sup>th</sup> and 11<sup>th</sup>, 2023. Morr 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 6:50 pm. Motion by Morr, seconded by Lindsey, carried 4 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on April 25, 2023 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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JOHN D. MORR, MEMBER

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DONALD J. SHULTZ, VICE-PRESIDENT

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ABIGAIL E. LINDSEY, MEMBER

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ZANE M. GRAY, MEMBER

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