

Albion Town Council
Tuesday, April 12, 2022, 6:00 pm
TELECONFERENCE via GoToMeeting
(Meeting ID# 280137509)
Albion Municipal Building
211 East Park Drive, Albion, IN, 46701

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
Darold Smolinske, Member
John Morr, Member

ABSENT: Don Shultz, Vice-President
Chris Magnuson, Member

OTHERS PRESENT:

Carol A. Selby, Clerk-Treasurer	Scott Cole, Police Dept
Jacob Ihrie, Town Manager	Chuck Lewallen, Police Dept
J. Darrick Brinkerhoff, Town Attorney	Casey Myers, Park/Cemetery Depts
Corey Miller, Street/Cemetery Depts	Phil LaBrash, DLZ

APPROVAL OF MINUTES: Minutes from the regular and executive meeting on March 22, 2022 were approved. Motion by Smolinske, seconded by Morr, carried 3 Ayes, 0 Nays.

ANNOUNCEMENTS:

1. Council Vice-President Shultz and Councilmember Magnuson are attending the Lincoln Dinner this evening. Council President Jellison will not be at the April 26th meeting.
2. An RDC Meeting is scheduled for May 11, 2022 at 6:00pm and will include a Presentation for other Taxing Entities as related to TIF reporting requirements.
3. An Agenda item was added to consider a Special Event Application for the STAR Team.
4. Crossing Guard Jason Brown was recently recognized for 10 years of service.
5. Council received the 1st Quarter Overtime Report. Jellison thanked Dept Heads for keeping overtime at a minimum.
6. The TIF Management report was submitted in Gateway before the April 15th deadline.
7. Update on American Rescue Plan Program Reporting- Council acknowledged "User Role" assignments for reporting on the use of grant funds via the US Treasury Department's portal. Town Council President Vicki Jellison, Town Manager Jacob Ihrie, and Clerk-Treasurer Carol Selby have each been assigned to serve (interchangeably) in the roles of Account Administrator, Point of Contact for Reporting, and Authorized Representative for Reporting.

OPEN DISCUSSION: NONE

DEPARTMENT HEAD REPORTS:

Park/Cemetery Depts – Park/Cemetery Superintendent Casey Myers provided a summary of his monthly report. Council voted to approve a recommendation by Myers to accept the lowest quote from Yoder's Roofing & Construction in the amount of \$7,000 to remove the dormer and existing roof on the Valley View Concession/Restroom facility and replace it with a steel roof.

Motion by Smolinske, seconded by Morr, carried 3 Ayes, 0 Nays. Park and CEDIT funds are allocated to cover the cost.

Street/Cemetery Depts - Superintendent Corey Miller provided a summary of his monthly report. There were three burials in Rose Hill Cemetery last month. The street dept has been preparing lamp posts for installation, patching streets, and trimming trees in the Town's right-of-way. Crack sealing will begin when weather permits.

Water/Wastewater Depts – Superintendent Terry Forker was away at a conference. Town Manager Jacob Ihrle reported RFQs were sent out for the purchase of a utility truck, and responses from dealers indicate a two-year timeframe for delivery. Because of this, Forker would like to hold off on the purchase of a utility truck and solicit quotes for a different type truck. Council asked that Forker come back with details on the type of truck he would like to purchase.

OLD BUSINESS: NONE

NEW BUSINESS:

1. CCMG Project (Hazel, Hickory, York) - Approval of Final Documents

Council voted to approve final documents for the CCMG Project as indicated below.

- **Approval of final Pay Applications for retainage in the total amount of \$34,435.67** (\$25,243.79 – E Hazel and \$9,191.88 Hickory, York/Highland). Motion by Smolinske, seconded by Morr, carried 3 Ayes, 0 Nays.
- **Approval of deductive Change Order for Hickory, and York/Highland in the amount of \$10,111.00** (\$5,648.50 Hickory and \$4,462.50 York/Highland). Motion by Smolinske, seconded by Morr, carried 3 Ayes, 0 Nays.
- **Approval of deductive Change Order for E Hazel in the amount of \$73,781.74** Motion by Smolinske, seconded by Morr, carried 3 Ayes, 0 Nays.

Once the cancelled checks are available, the Town will submit final documentation to INDOT. Then, INDOT will Invoice the Town for the balance of grant funds.

2. Open Sealed Bids for Disposal of the following Equipment:

It was noted a solicitation for sealed bids for equipment was published in the newspaper. A reserve of \$1,500 was placed on each of the three items. Only one bid was received. Shawn Bonar, Mackley, LLC submitted a bid for each piece of equipment. After discussion, Council voted to accept the bid totaling \$4,503.00. Motion by Morr, seconded by Smolinske, carried 3 Ayes, 0 Nays. A breakdown of the bid amounts is listed below.

- a. **1995 Chevrolet 3500 1-Ton Dump Truck - \$1,501.00**
- b. **1964 GMC Distributor - \$1,501.00**
- c. **1965 Flaherty Chip and Seal Spreader w/11-feet spread - \$1,501.00**

3. Update on Oak Street resurfacing (from W Jefferson to W Main Streets)

Council voted to approve up to, and Not-to-Exceed, an amount of \$8,450.00 toward resurfacing Oak Street from W Jefferson to W Main Streets. Motion by Smolinske, seconded by Morr, carried 3 Ayes, 0 Nays. This section of Oak Street received damage during the Noble County Annex building construction. Town Manager Jacob Ihrle and Superintendent Corey Miller negotiated a cost share of 50/50 with County Engineer Zack Smith. However, if the project comes in higher than estimated, the County will pay any overages. If the cost comes in lower than the estimate, the Town is only responsible for 50%, up to the \$8,450 maximum amount. The County will hire the work done, and Invoice the Town for its share of the cost.

4. Consideration of Quotes and recommendation for 2022 Tree Trimming/Removal

Council voted to approve a recommendation by Superintendent Corey Miller to approve the lowest most responsive and responsible quote from Matt West Tree Care LLC in the amount of \$20,500 for this year’s Tree Projects. Motion by Morr, seconded by Smolinske, carried 3 Ayes, 0 Nays. General & CCD funds are appropriated to cover the cost. Other quotes include: Rhonda Maldeney - \$26,150.00; Skip Altimus Specialized Services – 27,750.00; Taylor Specialties Tree Service, Piers & More - \$41,900.00.

5. Consideration of Quotes and recommendation for Street Sweeper purchase

This item was tabled for further consideration of funding options.

6. Approval of Contract w/ Pulver Asphalt Paving – E Hazel Water Main Extension Project

This item was tabled to allow the town attorney to review the contract.

7. Approval of Contract w/ Clean Infusion – Lagoon Wastewater Treatment Project

This item was tabled to allow the town attorney to review the contract, and for clarification on project start and end dates. It was also noted the Town has not yet received the required bonds.

8. Approval of Life, Accidental Death & Dismemberment, & Short-Term Disability Ins

Council voted to approve a recommendation made by the Insurance Committee to renew the existing policy with Dearborn Life Insurance Company for employee Life, ADD, and STD insurance. There is no increase in premium. Motion to approve made by Morr, seconded by Smolinske, carried 3 Ayes, 0 Nays.

9. Special Event Application – Albion STAR Team Farmer’s Market – May 2, 2022

Council voted to approve a Special Event Application involving an alley closure, contingent upon coordination with business owners that have access off of the alley. Motion by Morr, seconded by Smolinske, carried 3 Ayes, 0 Nays. The Albion STAR Team plans to hold a Farmer’s Market on Monday, May 2, 2022 from 9am-2pm. The alley will be closed from 8:30am-2:30pm for set up and tear down. They requested barricades from the Town to close the alley.

APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS: Smolinkse motioned to approve Accounts Payable & Payroll Vouchers as of March 24, 2022, April 7, 2022, and April 12, 2022. Morr seconded, carried 3 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 7:42 pm. Motion by Smolinske, seconded by Morr, carried 3 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on April 26, 2022 at 6:00 pm, at the Albion Municipal Building, 211 East Park Drive, Albion, IN.

VICKI E. JELLISON, PRESIDENT

JOHN D. MORR, MEMBER

DONALD J. SHULTZ, VICE-PRESIDENT

DAROLD R. SMOLINSKE, MEMBER

CHRISTINA K. MAGNUSON, MEMBER

ATTEST: _____
CAROL A. SELBY, CLERK-TREASURER