

Albion Town Council
Tuesday, April 26, 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 Vice-President Don Shultz called the meeting to order at 6:00 pm. The Pledge of Allegiance was recited.

ATTENDANCE: Don Shultz, Vice-President
Chris Magnuson, Member
John Morr, Member
Darold Smolinske, Member

ABSENT: Vicki Jellison, President

OTHERS PRESENT:

Carol A. Selby, Clerk-Treasurer	Terry Forker, Water/Wastewater Depts
Jacob Ihrle, Town Manager	Robert Amber, Fire Dept
J. Darrick Brinkerhoff, Town Attorney	Aaron McGinnis, Water/Wastewater Depts
Matt Getts, KPC Media	Keith Leatherman, Monarch Development
Corey Miller, Street/Cemetery Depts	Pattie & Gary Gatman, Noble Property
Scott Cole, Police Dept	Group, LLC

APPROVAL OF MINUTES: Minutes from the regular meeting on April 12, 2022 were approved. Motion by Morr, seconded by Smolinske, carried 4 Ayes, 0 Nays.

ANNOUNCEMENTS:

- Council President Vicki Jellison had a prior commitment, and not at tonight's meeting.
- The Albion Lions Club is fundraising for a skatepark, and wants to place signs near the Police Booth and at Hidden Diamonds Park. Council was agreeable to the sign placement.
- The Albion STAR Team is sponsoring a Farmers Market on Monday, May 2, 2022 in the north/south alley off of W Jefferson Street across from the courthouse entrance.
- Albion Chamber sponsored Town Wide Yard Sales – May 5th, 6th, & 7th
- Goodwill Truck and Spring Clean-up is May 14, 2022. Flyers were mailed out last week.
- Redevelopment Commission member vacancy – Jona Slone is moving out of Town and has resigned. This is a town council president appointment. The individual must reside in Town. Should you know of a possible candidate, please give your recommendation to Council President Vicki Jellison.

OPEN DISCUSSION: NONE

DEPARTMENT HEAD REPORTS:

Fire Dept - Fire Chief Robert Amber provided a summary of his monthly report. He provided information on proposed projects including construction of an auxiliary building, and retrofitting lights in the existing fire station to be more energy efficient. It was also suggested Amber explore the costs/benefits of solar power. After discussion, Council took the following action:

1. **Auxiliary Building** - Council approved Amber's request to solicit sealed bids for an auxiliary building for the Fire Dept. Motion by Smolinske, seconded by Morr, carried 4 Ayes, 0 Nays. Attorney J. Darrick Brinkeroff will render an opinion as to whether TIF funds may be use for this project.
2. **Retro Fit Lighting** – Council voted to approve Amber's request to solicit quotes to retro fit the lighting system at the fire station. Motion by Smolinske, seconded by Morr, carried 4 Ayes, 0 Nays. Amber applied for, and has been approved for a project for the I&M Commercial & Industrial Energy Efficiency Program. The project includes replacing lights in the fire station (20 apparatus bay, 28 meeting/office, and 5 external) with more economical units. The project qualifies for \$1850 in rebates and should result in reduced energy costs.
3. **Biannual Fire Pay** - Council acknowledged receipt of spreadsheets provided by Amber showing details on how pay was calculated for each firefighter. Council voted to approve Biannual Firefighter compensation to be paid with the May 24, 2022 Payroll in the amount of \$9,587.74. Motion by Magnuson, seconded by Morr, carried 4 Ayes, 0 Nays. Fire Department budgeted funds are allocated to cover the expense (Appropriation No. 1101 600 122 000).

Police Dept: Town Marshal Scott Cole asked if there were questions on his monthly report. Officers are addressing Code Violations. The Parking & Traffic Committee will be meeting soon to address downtown traffic issues. The new Noble County Annex building is planning on having an Open House in May. The resurfacing project on Oak Street between W Jefferson and W Main Streets should begin soon, weather permitting. Cole reported he is discussing cyber security insurance with Jarrod Ramer, Black & Ramer Insurance in conjunction with the town's upcoming liability package renewal.

Town Manager: Town Manager Jacob Ihrie provided a summary of his monthly report. Council voted to approve a request by Ihrie to hire American Legal Publishing to update the Town's Code of Ordinances in an amount up to \$3,800. Motion by Morr, seconded by Smolinske, carried 4 Ayes, 0 Nays. CEDIT funds are allocated for this purpose (Appropriation No. 2209 100 310 000). Ihrie asked about amending the town's policy on purchasing to raise spending thresholds. Currently, department heads have the authority to make purchases up to \$1,500, and the town manager has the authority to approve purchases up to \$2,500. With rising costs of materials, etc., Ihrie would like council to consider increasing the thresholds. Council will consider revising the town's existing written procurement policy at a future meeting.

OLD BUSINESS: NONE

NEW BUSINESS:

1. **Keith Leatherman, Monarch Development – Request for Town to maintain center medians located in North Ridge Village (Trail Ridge Road)** – Keith Leatherman, Monarch Development was present to ask the Town to take over two center medians in North Ridge Village. The medians divide east/west traffic on Trail Ridge Road. Leatherman said he has been maintaining the common areas for the North Ridge Village Association for several years, and would bill property owners for the maintenance costs. He said he let the Association dissolve, and no longer wants to be responsible for the common areas. He said another property owner in North Ridge Village will be taking over responsibility for the entrance sign and electric bill for the lights for the sign. In regards to the center medians, he said there are two water/lawn hydrants located there that could be removed which would eliminate the water bills associated with the hydrants. The medians would require the grass to be cut and the landscaping to be maintained.

Magnuson expressed concern about setting a precedent for maintaining common areas in other developments. She told Leatherman he should not have let the Association dissolve. Leatherman said he sent letters to property owners to discuss maintenance of the common areas, and only two showed up. Shultz said it seemed that would be between Leatherman and the property owners. Magnuson questioned why the Town would want to take over maintenance of the medians. Ihrle said the area the medians are located in may be needed to improve traffic flow for future development. Magnuson looked the property up on Beacon/GIS and reported the Town appears to be listed as the property owner for the medians. It was noted Beacon/GIS is not considered a legal document. Ihrle said he reached out to department heads regarding Leatherman's request. Water/Wastewater superintendent Terry Forker agreed the lawn hydrants could be removed so there wouldn't be a cost to the Town for a water bill. Street superintendent Corey Miller was present and said he thought it would be a benefit for the Town to have the medians for future development and he didn't think the maintenance of the two medians should take long. Morr likened the medians to roundabouts located in other communities, and said it seemed natural that the Town should take care of them. Attorney Brinkerhoff agreed, saying it seems the Town should maintain the Right-of-Way if its in the middle of the street. After discussion, Magnuson motioned for the Town to assume maintenance of the two medians on Trail Ridge Road, seconded by Morr, carried 4 Ayes, 0 Nays.

2. 50/50 Façade Grant - 100 E Main Street – Noble Property Group LLC, Pattie Gatman

Council voted to approve a recommendation by the Albion Redevelopment Commission to approve a 50/50 Façade Grant Application submitted by Pattie Gatman, Noble Property Group, LLC for window and roofing improvements to the building located at 100 E Main Street in the amount of \$7,156.00 (Total project cost is \$14,312.00). Motion by Magnuson, seconded by Morr, carried 4 Ayes, 0 Nays. Written documentation was submitted that at least three quotes were solicited for both portions of the project. TIF #1 funds are allocated for the grant (Appropriation No. 4445 100 530 000). The condition of the mural on the west side of the building was brought up. Gatman reported the Albion STAR Team has plans to remove, repair, and replace the mural.

3. Consideration of Compliance (CF-1) Forms for Tax Abatements

Town Manager Jacob Ihrle reported conducting site visits, with the aid of the EDC to verify compliance. He provided a summary of the projects, and noted both Bosch and Parker have several job openings, and are finding it challenging to fill them. Magnuson motioned to approve a recommendation by Town Manager Jacob Ihrle to approve CF-1 Forms for tax abatements for the below listed companies. Seconded by Morr, carried 4 Ayes, 0 Nays. The forms are to be submitted to the Noble County Assessor/Auditor.

B&J Specialty:

CF-1/Real Property (Res. 2012-19) (\$273,258)
CF-1/Personal Property (Res. 2020-17) (\$1,183,707)
CF-1/Personal Property (Res. 2018-02) (\$388,000)
CF-1/Personal Property (Res. 2017-07) (\$193,000)

Robert Bosch LLC:

CF-1/Real Property (Res. 2020-11, 2020-14) (\$5,941,088)
CF-1/Personal Property (Res. 2020-11, 2020-14, 2020-15) (\$1,100,000)

Parker Hannifin Corporation:

CF-1/Personal Property (Res. 2021-03, 2021-12) (\$3,721,000)

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

It was noted the agreement was reviewed by Town Attorney J. Darrick Brinkerhoff. Council voted to approve the Agreement with Pulver Asphalt Paving in the amount of \$135,000. Motion by Morr, seconded by Smolinske, carried 4 Ayes, 0 Nays. Water Utility funds are allocated to cover the cost.

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

It was noted the agreement was reviewed by Town Attorney J. Darrick Brinkerhoff. The required bond documents have been received. The start date for the project is anticipated to be at, or around the middle of June when equipment is expected to be delivered, which would put the end date around 150 days. After discussion, Council voted to approve the Agreement with Clean Infusion in the amount of \$485,083. Motion by Smolinske, seconded by Morr, carried 4 Ayes, 0 Nays. (TIF, Wastewater, and ARP Grant funds are allocated to cover the cost.)

6. Approval of Quotes & Recommendation for Truck Purchase – Water/Wastewater Depts

Council voted to approve a request from Superintendent Terry Forker to purchase a 2022 Ford F-250 pickup truck from City Ford in the amount of \$47,613.25. Motion by Morr, seconded by Smolinske, carried 4 Ayes, 0 Nays. Water and Wastewater Utility funds are allocated for the purchase. Quotes were also solicited from Bob Thomas Ford, Yoder Ford, Burnworth Zollars Ford, O'Daniel Ford and Max Platt. However, City Ford was the only dealer that submitted a quote.

7. Consideration of Quotes & Recommendation for Street Sweeper Purchase

Council voted to approve a recommendation from Superintendent Corey Miller to purchase a 2009 refurbished Johnston/Allianz MX450 Street Sweeper from Brown Equipment Company in the amount of \$113,000 (price includes trade-in allowance of \$10,000 for the Town's existing 1997 street sweeper). Motion by Magnuson, seconded by Morr, carried 4 Ayes, 0 Nays. Plans are to use ARP Grant funds, MVH, CEDIT, and CCI funds for the purchase.

8. Consideration of Quote for LED Streetlight heads

Council voted to approve a recommendation by Superintendent Corey Miller to purchase (10) LED Street light heads in the amount of \$3,080.00 from LightMart.com. Motion by Smolinske, seconded by Morr, carried 4 Ayes, 0 Nays. CEDIT funds are allocated to cover the cost (Appropriation No. 2209 100 350 000).

9. Update American Rescue Plan – Resolution No. 2022-06

Council voted to update the Town of Albion's American Rescue Plan Fund Allocation and Utilization Plan by approving Resolution No. 2022-06 (amending Resolution No. 2021-19). Motion by Magnuson, seconded by Morr, carried 4 Ayes, 0 Nays. Town Manager Jacob Ihrie explained by using the \$10M Standard Allowance, the Town has broader use of the funds and streamlined reporting. The updates are summarized below.

- a. Designates Category 6.1, Revenue Replacement – \$10M Standard Allowance, Provision of Government Services. (Allows for broader use of grant funds & streamlines reporting)
- b. Adjusts allocation for Lagoon Aeration Project to \$472,772.19 and allocates grant funds in the amount of \$64,000 for a street sweeper.

10. Approval of Cemetery Deed

Council voted to approve the following Cemetery Deed for Rose Hill. Motion by Magnuson, seconded by Smolinske, carried 4 Ayes, 0 Nays. **Larry & Pamela Ellet – Section G, Lot 38, Graves 3, 4, & 5.**

APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS: Smolinske motioned to approve Accounts Payable & Payroll Vouchers as of April 21, 2022 and April 26, 2022. 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 7:39 pm. Motion by Magnuson, seconded by Morr, carried 4 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on May 10, 2022 at 6:00 pm, at the Albion Municipal Building, 211 East Park Drive, Albion, IN.

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