

Albion Town Council
Tuesday, May 8, 2018, 5:00 pm
Albion Municipal Building
211 East Park Drive, Albion, IN, 46701

CALL TO ORDER: Town Council President Vicki Jellison called the meeting to order at 5:00 pm. The Pledge of Allegiance was recited.

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

OTHERS: Carol A. Selby, Clerk-Treasurer
Stefen Wynn, Town Manager
Steve Clouse, Town Attorney
Matt Getts, KPC Media
Terry Forker, Water/Wastewater Depts
Aaron McGinnis Water/Wastewater Depts
Brian Stimpson, Street/Cemetery Depts
Casey Myers, Park/Cemetery Depts
Jaclyn, Georgia, Jagger Diehm
Dan Lake, Kieser Consulting Group, LLC
Sharon Leitch

APPROVAL OF MINUTES: Minutes from the regular meeting on April 24, 2018 were approved. Motion made by Weber, seconded by Magnuson, carried 5 Ayes, 0 Nays.

PUBLIC HEARING:

Consideration of Waiver of Non-Compliance for B&J Specialty

Notice of the public hearing was published as required. Town Council President Vicki Jellison opened the public hearing at 5:02 pm and called for public comment. Town Manager Stefen Wynn explained due to a clerical error, approval of a CF-1 Form for B&J Specialty for a real property tax abatement was inadvertently missed last year. After speaking with Noble County Assessor Kim Carson and John Toumey, DLGF, it was determined council consideration of a waiver of non-compliance would be appropriate in this situation. The public comment portion of the hearing was then closed. There being no opposing comments or open discussion from council members, the public hearing was adjourned at 5:03 pm. Further action on this topic is addressed under New Business, Item #1.

ANNOUNCEMENTS:

- 1. Fire Department Appreciation Dinner** – Jellison noted all council members attended the Appreciation Dinner and thanked Harper Funeral Homes for sponsoring the event.
- 2. Water/Wastewater Department Position filled** – Bryce Sheckler was hired to fill the vacant position. His start date was May 7, 2018.

OLD BUSINESS: NONE

NEW BUSINESS:

- 1. Resolution 2018-08 – A Resolution Granting a Waiver for Non-Compliance with the Provision Set Forth by Indiana Code 6-1.1-12.1 ET SEQ. Within the Town of Albion, Indiana** – Council voted to approve Resolution 2018-08, and the accompanying CF-1 Form (Ref. Res. 2012-19) for B&J Specialty for real property. Motion made by Weber, seconded by Shultz, carried 5 Ayes, 0 Nays. Passage of the Resolution allows B&J Specialty to resume the abatement schedule on an 8100 square foot addition to the facility at 1120 E South Street, Albion, IN.
- 2. Consideration of Compliance (CF-1) Forms for Tax Abatements**
Council voted to approve the following CF-1 Forms. Motion made by Weber, seconded by Magnuson, carried 5 Ayes, 0 Nays.

Store Master Funding XVI LLC, formerly Busche Enterprise Division, Inc
Real Property located at 1510 Progress Drive (Ref. Res 2012-04)

Busche Performance Group, formerly Busche Enterprise Division, Inc
Personal Property located at 1510 Progress Drive (Ref. Res. 2012-05)
Personal Property located at 1612 Progress Drive (Ref. Res. 2016-17)

- 3. Consideration of Quotes for installation of 24-inch storm drain at Trail Ridge Road** - Street Superintendent Brian Stimpson reported the Town did not receive any quotes to repair a sink hole near a storm drain by the Dollar General Store parking lot in North Ridge Village. He said the proximity of the sink hole to a 12-inch water main is most likely what deterred contractors from quoting the work. Stimpson will be reviewing options for the best way in which to address the problem.
- 4. Consideration of Quotes for Testing Equipment for Water/Wastewater Departments** - Council voted to approve the purchase of testing equipment for the water and wastewater utilities. The equipment will replace existing equipment, and add an additional piece of equipment, allowing for more testing to be done in-house. Water/Wastewater Deputy Superintendent Aaron McGinnis explained they do not currently test for Ammonia and E.coli in-house. Samples are sent to an outside lab. A history of costs for outsourcing testing was furnished to council. The existing piece of equipment used for daily Chlorine and Iron tests was manufactured in 1999 and is beginning to show its age. The new equipment will assist the department in becoming certified for Ammonia and E.coli testing. After discussion, Weber motioned to purchase

the requested lab equipment listed below, seconded by Magnuson, carried 5 Ayes, 0 Nays.

(1) DR3900 Laboratory VIS Spectrophotometer (Hach).....	\$4,431
(1) IDEXX Sealer Plus Colilert Testing Equipment (IDEXX Laboratories)	\$4,431
TOTAL	\$8,862

It was noted freight charges and necessary consumable testing supplies will be in addition to the costs listed below. The DR3900 will be paid for with 50% Water funds and 50% Wastewater funds. The IDEXX Sealer will be paid for with 100% Wastewater funds.

5. Consideration of Quotes for updating Town’s Zoning Ordinance, Subdivision Regulations, and developing Street Improvement Construction Standards.

Town Manager Stefen Wynn gave an explanation for the need to update the Town’s Zoning Ordinance, Subdivision Regulations, and for developing Street Construction Standards. Two firms responded to the Town’s Request for Proposal (RFP)- Kieser Consulting Group, LLC (\$38,500) and Fleis & Vandenbrink (\$63,260). It was noted Fleis & Vandenbrink planned to subcontract the work out, resulting in a much higher price compared to Kieser Consulting Group, LLC. The Albion Plan Commission recommended approving the RFP from Kieser, as the lowest most responsive and responsible quoter. Dan Lake, Kieser Consulting Group, LLC was present to provide a summary of their services related to the requested work. CEDIT and TIF funds are appropriated to cover the cost. After discussion, Council voted to approve (upon the Redevelopment Commission’s approval to use a portion of TIF funds) to hire Kieser Consulting Group, LLC for \$38,500 to perform the work. Motion made by Magnuson, seconded by Morr, carried 5 Ayes, 0 Nays.

6. Approval of 50/50 Façade Grant for The Strand located at 106 W Main Street

Council voted to approve a recommendation from the RDC to allow an emergency Façade Grant for The Strand, a local hair salon located along Courthouse Square. Business owner Jaclyn Diehm was present to answer questions. It was noted the roof of the building leaked during recent rains causing damage to the interior ceiling, resulting in the expedient nature of the grant request. Before approving the request, an attempt was made to contact the roofing contractor to obtain warranty information. That information was later provided to council members. Magnuson motioned to approve the RDC’s recommendation for a 50/50 Façade Grant to The Strand in the amount of \$3,725 based upon the lowest quote received from Northeast Indiana Roofing. Seconded by Weber, carried 5 Ayes, 0 Nays.

DEPARTMENT HEADS:

Park/Cemetery Depts

Council acknowledged receipt of the departments’ monthly report. Park/Cemetery Superintendent Casey Myers reported the Cemetery committee will meet on May 14, 2018. Employees have seeded bare spots in Rose Hill cemetery and are cleaning up in preparation of Memorial Day services. The areas around the “Welcome to Albion” signs

have been spruced up. Several areas have received new mulch. Trash can lids have been painted. Donations to help fund the Fireworks Display are being accepted. Portable toilets will be ordered and placed at the Central Noble School campus for use during the Fireworks Show. The concrete for the Chess/Checker board game will be poured soon. A broken tile in Hidden Diamonds Park has been replaced. The park is pursuing grants for Bicycle racks and Wayfinding signs. One of the dept's mowers is leaking transmission oil and is down for repair. Dust control to treat stone drives has been ordered. The Splash Pad will be opening Monday, May 21, 2018 and open 11:00am-8:00pm. Baseball and Soccer are underway. Myers thanked Street Department employees for chipping & sealing the bridge in Hidden Diamonds Park.

Street/Cemetery Depts

Council acknowledged receipt of the departments' monthly report. Tree work is nearly complete. Council voted to approve a request from Stimpson to attend the Indiana Street Association Commissioner's Conference in Frenchlick, IN in August. The cost is approximately \$500. Motion made by Morr, seconded by Shultz, carried 5 Ayes, 0 Nays. Employees have been seeding areas, and fixing street with the Total Patcher. Stimpson reported he would like to get someone with a camera to assess the severity of the problem with the sink hole located in North Ridge Village near the Dollar General Store. It was suggested a storm sewer located south of town also needs assessed and could be done in coordination with the sink hole. A representative is expected to come soon to discuss failures of prior applications of crack sealer to town streets. Wynn expressed appreciation to street department employees for sweeping the streets and taking care of downtown banners. It was noted some of the town's street lights are rusting and need addressed.

Water/Wastewater Depts

Council acknowledged receipt of the departments' monthly report. Magnuson complimented the department for providing a spectacular report and submitting their deadline scorecards. Water/Wastewater Superintendent Terry Forker reported the first phase of addressing ammonia treatment in the town's wastewater system has begun. A baseline sonar scan/mapping of the wastewater ponds (Cell #1 & Cell #2) was completed by KML Specialty Chemicals, Inc. On a positive note, the scan revealed the ponds are deeper in places than previously thought, which allows for more capacity. However, on the down side, the amount of sludge is more than previously thought. An initial dose of "bugs" was introduced into the ponds in an effort to assist with sludge removal. Monthly introduction of additional "bugs" will continue as needed until the temperature drops making it no longer beneficial. The Ammonia Treatment Committee needs to meet soon with representatives from Wessler Engineering to review options and develop a plan for the installation of an aeration system.

APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS:

After discussion, Weber motioned to approve Payroll and Accounts Payable Vouchers as of April 26, 2018 and May 8, 2018, seconded by Magnuson, carried 5 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, Weber motioned to adjourn the meeting at 6:06 pm, seconded by Magnuson, carried 5 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on May 22, 2018 at 6:00 pm, at the Albion Municipal Building, 211 East Park Drive, Albion, IN.

VICKI E. JELLISON, PRESIDENT

CHRISTINA K. MAGNUSON, VICE-PRESIDENT

JOHN D. MORR, MEMBER

DONALD J. SHULTZ, MEMBER

MAX C. WEBER, MEMBER

ATTEST: _____
CAROL A. SELBY, CLERK-TREASURER