

Albion Town Council
Tuesday, June 26, 2018, 6:00 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 6:00 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
Tom Lock, Police Dept
Bob Amber, Fire Dept
Sharon Leitch

APPROVAL OF MINUTES: Minutes from the regular meeting on June 12, 2018 were approved. Motion made by Magnuson, seconded by Shultz, carried 5 Ayes, 0 Nays.

ANNOUNCEMENTS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

1. Approval of 50/50 Façade Grant – Pill Box Pharmacy, Gregg Winn

Council voted to approve a recommendation by the Albion Redevelopment Commission to give a \$10,000 façade grant to Pill Box Pharmacy for installation and construction of a drive-up window to access the pharmacy counter and installation of exterior signage. Motion made by Magnuson, seconded by Weber, carried 5 Ayes, 0 Nays. The Tele-pharmacy will be the first in the State of Indiana and will be located at 903 North Ridge Road. Project cost is \$12,499 for the drive-up window and \$15,764 for the sign installation (Total Estimated Cost: \$28,263). The total Grant Request Amount is \$10,000. Gregg Winn, Pill Box Pharmacy, was attending a pharmaceutical conference in California and unable to attend tonight's meeting. However, he did attend the RDC meeting and provided information on the journey made to get to the point of opening the first Tele-pharmacy in Indiana. It was noted Town Council member John Morr and former State Representative David Ober were instrumental in getting legislation passed that would allow Tele-pharmacy businesses to operate in Indiana. The investment in the retail business is approximately \$388,000 and will bring two new jobs. In addition to prescriptions, home medical supplies, equipment, vaccines, and immunizations will also be offered at the site. Security measures such as alarms, cameras, bullet proof glass, etc. will be incorporated into the design of the building.

2. Consideration of 2019 Fire Protection Agreement with Township Trustees

This item was tabled to allow additional time to set up meetings with Township Trustees.

3. Permission to apply for a Community Development Block Grant (CDBG) from the Office of Rural & Community Affairs (OCRA) for a 90%/10% Storm Water Grant.

Town Manager Stefen Wynn presented a PowerPoint presentation depicting photos of recent flooding and a blow hole in the area of town located South of West Main Street and West of State Road 9/South Orange Street. It was noted the recent rainfall was unusually significant when approximately 2.5 inches of rain fell in a very short period of time. He reported the existing drainage infrastructure isn't sufficient, and in some areas, there isn't any at all. He asked for permission to apply for a Community Development Block Grant from the Office of Rural and Community Affairs. There are 120 properties in the area and an income survey for that section of town would be required. Wynn can conduct the income survey inhouse, while an outside grant administrator is recommended to oversee the grant. MVH funds would be earmarked for the town's 10% match (Appropriation No. 201 2100 36400). After discussion, council voted to give Wynn permission to apply for the grant. Motion made by Magnuson, seconded by Shultz, carried 5 Ayes, 0 Nays. The deadline for applying is August 1, 2018.

4. Approval of Cemetery Deed(s)

Council voted to approve the following cemetery deed, motion made by Weber, seconded by Shultz, carried 5 Ayes, 0 Nays.

John E. McGill Jr. & Cindy D. McGill – Section N, Lot 186, Graves 3 & 4

OTHER COMMENTS:

1. The RDC meets on June 27, 2018. In addition to regular business, Jellison asked that RDC members discuss the frequency of RDC meetings and conditions for scheduling emergency meetings in regards to Façade Grant requests.
2. Morr commented that he would like to see positive publicity in newspapers about Albion businesses similar to a recent article in a Fort Wayne publication regarding businesses in Kendallville. It was noted the town uses Social Media and recently participated in a "Life's Better Here" televised segment, which is also available on YouTube.

DEPARTMENT HEADS:

Fire Dept – Council acknowledged receipt of the department's monthly report. Training hours have increased. Chief Amber met with a representative from the Insurance Service Office (ISO) for an inspection of the fire department and equipment as part of the ISO rating process. He thanked the water department for providing necessary information regarding the town's water supply and distribution system. He said a review of the department's training records showed areas where the department excelled and some areas that are deficient. He said he and Deputy Chief Urso are looking at training options. He said "Target Solutions" offers training options that allow firefighters the opportunity to work on training at their own pace and a means of documenting training. Amber thanked the street department for changing a flat tire on a trailer. The fire department's truck committee is looking at replacing the #97 F350 1 Ton Grass truck due to ongoing electronic and mechanical issues. Amber will provide council with an estimated cost and funding options prior to seeking permission to send out RFQs for a new vehicle. Over 400 people attended the Fish Fry Fundraiser. Firefighter Bob Brownell is writing a grant for (100) chairs for use at the fire station.

Police Dept - Council acknowledged receipt of the department's monthly report. Town Marshal Tom Lock reported the new Durango should be ready to pick up this week. It will then go to CopsGear for installation of new equipment. The price of the vehicle is \$29,418 which includes daytime running lights. The department has received (3) AEDs from the Lions Club and (1) from the Fraternal Order of Police. Now all police cars will be equipped with AEDs. Members of

the police and fire departments attended Tactical Combat Casualty Care Training. Using a sophisticated mannequin, the training provided hands on training in trauma care including how to apply tourniquets and treat gunshot wounds. Trauma kits are in every police vehicle. The department has been issuing ordinance violations for high grass and weeds. Magnuson thanked the department for all of their help during the Chain O’ Lakes Festival.

Town Manager - Council acknowledged receipt of the town manager’s monthly report. Town Manager Stefen Wynn reported the Housing Study commissioned by the Noble County EDC is running about two months behind schedule. Because no bids were received for the Village Drive Paving Project, a request for bids was re-advertised, and the date for substantial completion was extended. At least five contractors have downloaded the paving plans. Bids are due June 29, 2018. The Paving Committee will open and review bids at their meeting on July 2, 2018 at 5:30 pm. Council will consider the Paving Committee’s recommendation at their meeting on July 10, 2018 at 6:00 pm. Wynn plans to apply for a Local Trax Grant for improvements for State Road 9, York Street, and Seventh Street Railroad Crossings. He has updated Department Head Deadline Scorecards to include estimated costs. A finalized Technical Memorandum for Wastewater Lagoon System Improvements has been received from Wessler Engineering. The Memorandum provides information on the Study Phase of the project which includes the Preliminary Evaluation and Alternatives for treating ammonia. The Town is currently seeking bids from contractors for Guaranteed Savings Contract Qualifications for infrastructure improvements to meet IDEM Ammonia limits. Council will consider a recommendation from the WWPT Committee on August 14, 2018.

APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS:

After discussion, Magnuson motioned to approve Payroll and Accounts Payable Vouchers as of June 21, 2018 & June 26, 2018, seconded by Weber, 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, the meeting was adjourned 7:27 pm. Motion made by Weber, seconded by Magnuson. The next regularly scheduled meeting is to be held on July 10, 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