

**Albion Town Council  
Meeting Minutes  
Tuesday, June 28, 2022, 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  
Chris Magnuson, Member  
Darold Smolinske, Member

**ABSENT:** Don Shultz, Vice-President  
John Morr, Member

**OTHERS PRESENT:**

Carol A. Selby, Clerk-Treasurer

Jacob Ihrie, Town Manager

J. Darrick Brinkerhoff, Town Attorney

Matt Getts, KPC Media

Scott Cole, Police Dept

Robert Amber, Fire Dept

Jarrold Ramer, Black & Ramer Insurance

**APPROVAL OF MINUTES:** Minutes from the regular meeting on June 14, 2022 were approved. Motion by Magnuson, seconded by Smolinske, carried 3 Ayes, 0 Nays.

**ANNOUNCEMENTS:**

1. Council members John Morr and Don Shultz had prior commitments and were not at tonight's meeting.
2. The Town received its June distribution of property tax revenue from the County Auditor.
3. Council President Vicki Jellison acknowledged receipt of a resignation letter from Council member Chris Magnuson. Magnuson said she found her dream home and will be moving out of town by the end of August.

**PUBLIC HEARING:**

**Additional Appropriation - Local Road & Bridge Matching Grant Fund No. 2403 & ARP Coronavirus Local Fiscal Recovery Grant Fund No. 2405** – Town Council President Vicki

Jellison opened the Public Hearing at 6:03 pm and called for Public Comment. Notice of the Public Hearing was published in the Kendallville News-Sun and Albion New Era on June 15, 2022. The Town was awarded a Community Crossings Matching Grant for improvement projects on E Hazel and S Liberty Streets. The Town also received a supplemental distribution of American Rescue Plan Grant funds. The proposed Additional Appropriation process is required by the DLGF in order to appropriately account for disbursement of the grant funds. There being no further public comment, Jellison opened the floor for discussion between council members. After discussion, the public hearing was adjourned at 6:05 pm. Council then took the following action to approve Ordinance No. 2022-08.

**Approval of Ordinance No. 2022-08 – 1<sup>st</sup> & 2<sup>nd</sup> Readings – Additional Appropriation**

Council voted to approve Ordinance No. 2022-08, Additional Appropriation Ordinance for the Town of Albion, Indiana Local Road & Bridge Matching Grant Fund and American Rescue Plan (ARP) Coronavirus Local Fiscal Recovery Grant Fund (Reference Indiana Code 6-1.1-18-5), on its first and second readings as follows. The ordinance serves to establish appropriations totaling \$681,170.62 in Local Road and Bridge Matching Grant Fund No. 2403 and \$1,013.96 in ARP Coronavirus Local Fiscal Recovery Grant Fund No. 2405. The appropriate forms will be submitted to the DLGF through Gateway as required.

**First Reading**

Magnuson caused Ordinance 2022-08, to be read for the first time by title only, Additional Appropriation Ordinance for the Town of Albion, Indiana Local Road & Bridge Matching Grant Fund and American Rescue Plan (ARP) Coronavirus Local Fiscal Recovery Grant Fund (Reference Indiana Code 6-1.1-18-5), and motioned for approval of the ordinance, seconded by Smolinske, carried 3 Ayes, 0 Nays.

**Second Reading**

Magnuson motioned to suspend the rules to allow for the reading of the Ordinance for a second time by title only, seconded by Smolinske, carried 3 Ayes, 0 Nays. Magnuson then caused the ordinance to be read a second time by title only and motioned to approve the adoption of the ordinance on its second reading, seconded by Smolinske, carried 3 Ayes, 0 Nays.

**OPEN DISCUSSION: NONE**

**DEPARTMENT HEAD REPORTS:**

**Fire Dept** – Council acknowledged receipt of the monthly report, and took action on the following items:

- 1. Approval of 2023 Fire Protection Agreement w/ Township Trustees** - It was noted Township Trustees received a copy of the proposed agreement and were invited to attend tonight's meeting. Due to rising costs for providing services, the agreement reflects a 3% increase. After discussion, Council voted to approve the 2023 Fire Protection Agreement between the Town and Township Trustees as recommended by Fire Chief Bob Amber. Motion made by Smolinske seconded by Magnuson, carried 3 Ayes, 0 Nays. The total amount of the proposed 2023 Fire Department Budget is \$195,828.
- 2. Property Disposal - 2008 Ford Expedition** - Council discussed the possibility of donating the former command vehicle to One World Medics. The not-for-profit organization is located in Fort Wayne, Indiana and refurbishes donated vehicles. The vehicles are then donated to first responder organizations in communities that need them, with many of them going to Mexico. Town Attorney J. Darrick Brinkerhoff reviewed Indiana Statutes on property disposal, and because the vehicle is valued at more than \$1,000 and the not-for-profit entity does not appear to be a governmental unit, it appears the Town cannot simply transfer ownership of the vehicle to One World Medics. Brinkerhoff said the intent of statutes pertaining to property disposal, is to maximize the value back to the community/taxpayers. As such the Town will need to follow an approved disposal method such as advertising for sealed bids.
- 3. Approval to purchase Mobile Radio for new Command Vehicle**  
Council voted to approve purchasing a new Kenwood Mobile Radio from J&K Communications, Inc. in the amount of \$6,987.65. Motion by Smolinske, seconded by Magnuson, carried 3 Ayes, 0 Nays. Amber noted the fire dept radios are brand-specific and J&K Communications is the only dealer locally that sells that brand.

**Police Dept** – Town Marshal Scott Cole asked if there were any questions on his monthly report. He reported the Parking & Traffic Committee will be meeting again to finalize recommendations for the placement of 2-hour parking signs downtown. With construction of the new Noble County Annex Building complete, there is a need to distinguish between public and employee parking spaces. Proposed areas for 2-hour parking between specified times are on N York Street and the first half of W Jefferson Street around Courthouse Square. Cole reported the Chain O’ Lakes Festival went very well. He thanked the street, water, and parks depts for their help with covering intersections during the Festival Parade. With fuel prices up, Cole reported many more people are operating golf carts and other off-road vehicles in Town. He noted the laws vary on what needs plated, etc. Should anyone have questions on what mode of transportation is permissible on Town streets, please refer them to the police department. Cole will be attending a Law Enforcement Conference in Indianapolis; there is no cost to the Town.

**Town Manager** – Town Manager Jacob Ihrie asked if there were any questions on his monthly report. He reported a lot of projects are starting this month. He has issued (7) seven building permits so far this year. In reference to a downtown business whose fence was blown down during strong winds, it was noted the Town’s zoning ordinance requires a buffer, such as a fence, between commercial business property and residential property. However, it does not appear to address a timeframe regarding installation, making it difficult to enforce replacement of the fence. Town Attorney Brinkerhoff, Town Marshal Cole, and Town Manager Ihrie will work to craft a strategy to address the issue. Council will consider amendments to the Special Event Policy at their July 26, 2022 meeting.

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

**1. Consideration of Liability, Workers Comp, A&S Fire & Police Insurance Renewals**

Jarrold Ramer, Black & Ramer Insurance was present to provide an overview of the Town’s coverages and costs. The aggregate premium costs for the Town’s Liability, Worker’s Comp, Fire AD&D, Police AD&D, and Cyber Liability insurance will be \$94,782/year, which is about \$7,167 more than the current annualized premium. Ramer said the bulk of the increase is due to increased values on property. Workers’ Comp premiums also increased commensurate with Payroll. Ramer thanked Town Marshal Scott Cole, who also serves as the Town’s IT director, for his help with assessing the Town’s cyber risk. After discussion, Magnuson motioned to accept the insurance committee’s recommendation to approve the quote from Black & Ramer Insurance, in the amount of \$94,782/year seconded by Smolinske, carried 3 Ayes, 0 Nays. The term is July 10, 2022 - July 10, 2023.

**2. Streetlight Service Agreement – Public Efficient Streetlight Upgrades – I&M Power Company**

– Town Manager Jacob Ihrie and Town Attorney J. Darrick Brinkerhoff provided information on the proposed agreement. The agreement allows I&M to replace streetlights on I&M owned poles with energy efficient LED lights. There is no cost to the Town for the replacement. Rates charged by I&M Power are set by the Indiana Utility Regulatory Commission (IURC). The Agreement would lock in the current rate charged to the Town. So, while the Town would not realize an initial rate decrease due to improved energy efficiency, the Town would not have to pay for the initial LED replacement. The Town would be responsible for costs associated with future maintenance after initial installation. After discussion, Magnuson motioned to accept the I&M Power Company Streetlight Service Agreement for Public Efficient Streetlight Upgrades, seconded by Smolinske, carried 3 Ayes, 0 Nays.

**3. Approval of Cemetery Deeds**

Council voted to approve the following Cemetery Deed. Motion by Smolinske, seconded by Magnuson, carried 3 Ayes, 0 Nays. **Sandra Wolfrum – Section I, Lot 176, North Pathway.**

**APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS:** Smolinske motioned to approve Accounts Payable & Payroll Vouchers as of June 16th & June 28th, 2022. Magnuson 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 7:01 pm. Motion by Smolinske, seconded by Magnuson, carried 3 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on July 12, 2022 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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DAROLD R. SMOLINSKE, MEMBER

\_\_\_\_\_  
CHRISTINA K. MAGNUSON, MEMBER

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