

Albion Town Council
Tuesday, July 11, 2017, 6:00 pm
Albion Municipal Building
211 East Park Drive, Albion, IN, 46701

CALL TO ORDER: Town council vice-president Vicki Jellison called the meeting to order at 6:00 pm. The Pledge of Allegiance was recited.

ATTENDANCE: Vicki Jellison, Vice-President
Chris Magnuson, Member
Don Shultz, Member

ABSENT: Max Weber, President
John Morr, Member

OTHERS: Carol A. Selby, Clerk-Treasurer
Stefen Wynn, Town Manager
Matt Getts, KPC Media
Terry Forker, Water/Wastewater Depts
Casey Myers, Park/Cemetery Depts
Brian Stimpson, Street/Cemetery Depts
Sharon Leitch
Shane Coney, Fire Dept

APPROVAL OF MINUTES: Jellison asked for approval of the minutes from the regular meeting on June 27, 2017. Shultz motioned to approve the minutes, seconded by Magnuson, carried 3 Ayes, 0 Nays.

ANNOUNCEMENTS:

1. **Fireworks** – Council members received positive feedback on the town’s Fireworks Display. Myers thanked all those that helped this year.
2. **Albion Park Board Meeting** – The park board recognized Susan Brandt whom designed the disc golf course located at Hidden Diamonds Park, and the Albion Rotary Club for fundraising for the purchase of the disc golf equipment.

OPEN DISCUSSION:

1. **Community Crossings Grant Application** – The application was amended to provide additional details on the proposed projects and will be submitted yet tonight.
2. **Citizen letter regarding fireworks** – In response to a letter received from a citizen regarding aerial fireworks being discharged, Town council president Max Weber met with, and addressed her concerns. The matter is believed to be resolved at this time.

OLD BUSINESS: NONE

NEW BUSINESS:

1. Consideration of Employee Handbook – Ordinance No. 2017-14 – 1st Reading

It was noted the Ordinance Number needs to be added to the cover page of the Employee Handbook and reference made to the Ordinance that is being repealed and replaced. No other changes are pending. Council voted to adopt Ordinance No. 2017-14 on its first reading as follows.

Ordinance No. 2017-14 - First Reading

Magnuson caused Ordinance No. 2017-14, Town of Albion Employee Handbook to be read for the first time by title only. Shultz made a motion for adoption of Ordinance 2017-14 as amended, seconded by Magnuson, carried 3 Ayes, 0 Nays.

2. Update on Water Main Replacement Project – Change Order

A meeting with representatives from Crosby Excavating and town officials is scheduled for tomorrow morning to discuss problems with finish work and discrepancies regarding the amount being invoiced. Poor quality top soil was used to fill areas disturbed when the new water main was installed, and cast-iron pipes/debris have been found in the fill dirt. Seeding of bare areas was also deemed insufficient. The town has not received a progress schedule, as previously requested, for completion of the finish work, or adequate documentation for verifiable quantities for invoices in excess of the approved

contract amount. Wynn submitted notice to Crosby officials earlier today, of the town’s intent to “Terminate with Cause” the contractual agreement for the 2016 Albion Water Project should Crosby Excavating fail to begin to correct the problems within the next 7 days. It is anticipated a Change Order is expected to be submitted for consideration at a future date.

3. Consideration of Quotes for Tree & Stump Removal

Stimpson reported an RFQ for tree work was sent to six tree trimming/removal businesses. Two vendors submitted quotes. After discussion, council voted to approve the following quotes from the lowest most responsive and responsible bidder, Arbor Tamer for tree trimming and stump removal. Motion made by Shultz, seconded by Magnuson, carried 3 Ayes, 0 Nays. Cemetery funds are allocated to cover the cost for tree work in Rose Hill Cemetery, and Park funds will be used to cover the cost for work at Owen Park.

	<u>Arbor Tamer Tree & Stump Removal</u>	<u>Boggs Tree Transplanting & Tree Farm</u>
Rose Hill Cemetery	\$4,300.00	\$6,500.00
Owen Park	\$ 925.00	\$1,800.00

4. Consideration of Mediacom Contract

Council tabled this item until the next meeting to allow additional time for clarification on status of future Franchise Fee payments.

DEPARTMENT HEADS:

Park/Cemetery Depts

Park - Council acknowledged receipt of the department’s monthly report. A touch read meter has been installed at the Splash Pad. Myers thanked those for their help with fundraising for this year’s Fireworks Display. Approximately, \$5,200 in donations were received. The event was well attended. Myers and Wynn met with Shaun Tilghman, Region 3a to discuss items needed to complete an updated Master Plan for the Parks Dept.

Cemetery – Myers would like to get a plan in place for the future of the ‘old’ storage building in Rose Hill Cemetery- teardown, turn into open pavilion, etc? Myers has been researching options for completing stone berms along the cemetery drives, and plans to prepare an RFQ for completion of the work, presumably yet this year. Myers will be absent from the August 8, 2017 meeting. Park employee Stan Tipton will attend in his place. Cemetery employees try to address broken headstones as time permits. However, due to the number of headstones that need repaired, and the amount of time and money involved, other community groups/organizations are needed to spearhead a restoration project.

Street/Cemetery Depts

Council acknowledged receipt of the department’s monthly report. Stimpson reported Niblock is nearing completion of this year’s paving project. There is some finish work that needs to be completed. Rain keeps washing out the stone on the hill on Seventh Street between East South and Seneca Streets. Asphalt may need to be used to address the problem. Powder coating of downtown streetlights is on the department’s to-do list. Curb painting is being done as weather permits. The Water/Wastewater department has been helping clean catch basins.

Water/Wastewater Depts

Council acknowledged receipt of the department’s monthly report. Forker provided an update on the Water Main Installation Project on N Oak Street. Town employees performed the work and are nearing completion of the project. Bacti samples came back good and the department plans to begin hooking customers up to the new water main within the next 10 days. Forker talked about the town’s efforts toward complying with upcoming limitations on ammonia. He said he heard the town hired a consultant from Arizona to evaluate the wastewater ponds. Forker noted the difference in climate needs to be taken into consideration when considering treatment options. He said if the bugs present in the wastewater ponds are hungry and warm, they eat, which helps control ammonia emissions. Oxygenating the wastewater helps to keep the bugs alive and active. The department is also working with Noble County Surveyor Randy Sexton to address storm water issues at Kozy Valley Mobile Home Park.

APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS:

After discussion, Shultz motioned to approve Payroll and Accounts Payable Vouchers as of July 6, 2017 and July 11, 2017 seconded by Magnuson, carried 3 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, Shultz motioned to adjourn the meeting at 7:11 pm, seconded by Magnuson, carried 3 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on July 25, 2017 at the Albion Municipal Building, 211 East Park Drive, Albion, IN.