

Albion Town Council
Tuesday, July 23, 2019, 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
Darold Smolinske, Member

ABSENT: John Morr, Member

OTHERS: Carol A. Selby, Clerk-Treasurer
Stefen Wynn, Town Manager
Steve Clouse, Town Attorney
Matt Getts, KPC Media
Kevin Kelly, Our Hometown News
Scott Cole, Police Dept
Bob Amber, Fire Dept
Sharon Leitch, Chain O' Lakes Festival Committee
Jay Stankiewicz, Fleis & Vandenbrink

APPROVAL OF MINUTES: Minutes from the Regular Meeting on July 9, 2019 were approved. Motion by Smolinske, seconded by Shultz, carried 4 Ayes, 0 Nays.

ANNOUNCEMENTS:

Councilmember John Morr is out of town and unable to attend tonight's meeting. The Albion S.T.A.R. Team is sponsoring an Albionopoly game on the Courthouse Square on July 26, 2019. Condolences were expressed to the Stefen Wynn family on the passing of his wife's grandmother, and to the Fred Rawles family. Mr. Rawles was a former Albion Plan Commission member. He passed away last week. Council members plan to honor former employee, Robert "Bob" Wilson during the August 13, 2019 meeting. Mr. Wilson passed away earlier this year.

PUBLIC HEARING:

Additional Appropriation - Local Road & Bridge Matching Grant Fund No. 115

Town Council President Vicki Jellison opened the Public Hearing at 6:01 pm and called for public comment. Notice of the Public Hearing was published in the Kendallville News-Sun and Albion New Era on July 10, 2019. The Town was awarded a grant for W Hazel Street Projects 1, 2, & 3. The proposed Additional Appropriation process is required by the DLGF in order to appropriately account for Community Crossings

Matching 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 6:04 pm. Adoption of the necessary ordinances was addressed under New Business.

OPEN DISCUSSION:

Ligtel Communications – The alley between Orange & Liberty Streets will be blocked off temporarily so Ligtel can install a fiber optic cable. Businesses have been notified of the closure.

OLD BUSINESS: NONE

NEW BUSINESS:

1. Fleis & Vandenbrink – Consideration of Supplemental Agreement No. 1

The Public Works Committee (Darold Smolinske, Chris Magnuson, Stefen Wynn, Terry Forker, and Brian Stimpson) are scheduled to meet on Thursday, July 25, 2019 to discuss the response received from Fleis & Vandenbrink regarding questions over proposed Supplemental Agreement #1 for design engineering. Once the committee completes their review, they will meet with representatives from Fleis & Vandenbrink and then report back to council at the August 13, 2019 meeting.

2. Approval of 2020 Fire Protection Agreement

After discussion, Council voted to approve the proposed 2020 Fire Protection Agreement (as amended on Page 2, Paragraph 1, to omit the word “men”) between the Albion Town Council and the following five township trustees for fire protection services provided by the Albion Volunteer Fire Department. Motion made by Shultz, seconded by Smolinske, carried 4 Ayes, 0 Nays.

- Albion Township – Casey Myers
- Elkhart Township – Donna Schwartz
- Green Township – Michelle Pippenger
- Jefferson Township – Marc Fisher
- York Township – Linda Kerlin

Fire Chief Bob Amber reached out to Township Trustees prior to tonight’s meeting regarding the proposed renewal. The proposed fire department budget is \$184,582 which represents a 2.0% increase over the current year’s budget. The increase is slated to help with costs for Communications and Building Maintenance. It was noted the agreement calls for the Fire Chief to annually submit a 10-year Equipment Plan.

3. Approval of Ordinance No. 2019-11 – 1st & 2nd Readings

Council voted to approve Ordinance No. 2019-11, *Additional Appropriation Ordinance for the Town of Albion, Indiana Local Road & Bridge Matching Grant Fund (Reference IC 6-1.1-18-5)*, on its first and second readings as follows. The ordinance serves to establish appropriations totaling \$804,750.00 for W Hazel Street Projects 1, 2, & 3. The appropriate forms will be submitted to the DLGF as required.

First Reading

Magnuson caused Ordinance 2019-11, 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 (Reference IC 6-1.1-18-5)*, Magnuson motioned for approval of the ordinance, seconded by Shultz, carried 4 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 4 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 Shultz, carried 4 Ayes, 0 Nays.

4. Consideration of Ordinance No. 2019-07 – 1st & 2nd Readings

After discussion, and acting on the recommendation from the Cemetery Committee, Council voted to approve Ordinance No. 2019-07, *An Ordinance Establishing an Endowment Fund for Rose Hill Cemetery Fund No. 208 (Reference IC 23-14-65-7)* on its first and second readings as follows. The Ordinance allows for 50% of the Sale of Lots to be set aside for future maintenance of Rose Hill Cemetery.

First Reading

Magnuson caused Ordinance 2019-07, to be read for the first time by title only, *An Ordinance Establishing an Endowment Fund for Rose Hill Cemetery Fund No. 208 (Reference IC 23-14-65-7)*. Magnuson motioned for approval of the ordinance, seconded by Shultz, carried 4 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 Shultz carried 4 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 Shultz, carried 4 Ayes, 0 Nays.

5. Consideration of Quote for Employee Training – New Focus HR, LLC

After discussion, Council voted to approve a proposal from New Focus HR, LLC in the amount of \$2,500 for Training Services. Motion made by Smolinske, seconded by Shultz, carried 4 Ayes, 0 Nays. The program focuses on Anti-Harassment and Discrimination training for town employees. Corporation General Funds are slated to cover the cost (Appropriation No. 101 100 13200).

6. Approval of Cemetery Deeds/Transfers

Council voted to approve the following cemetery deeds and transfer. Motion made by Smolinske, seconded by Magnuson, carried 4 Ayes, 0 Nays.

- **Donald C. Bender & Susan Janes – Section L, Lot 372, Graves 3 & 4**
(Transfer from Mark E. & Beth A. Shellman)

- **Curtis E. & Francis K. Gillam – Section M, Lot 136, Grave 3**
- **Donald J. & Debora A. Shultz – Section N, Lot 68, Graves 3 & 4**
- **Steve P. & Denise L. Kirkpatrick – Section N, Lot 187, Graves 1 & 2**

DEPARTMENT HEADS:

Fire Dept - Council acknowledged receipt of the monthly report. The brakes were repaired on the dept's Ford Expedition. Fire Chief Bob Amber reported 12,000 feet of hose was tested. It was determined intake valves needed replaced. Council voted to approve a quote from Hoosier Fire Equipment Inc in the amount of \$6,914 for new intake valves, handles, rockers, and hose. Motion made by Smolinske, seconded by Shultz, carried 4 Ayes, 0 Nays. Amber noted the valves are rebuildable which should help with future maintenance. Quotes for a new truck will be considered at the next meeting on August 13, 2019.

Police Dept - Council acknowledged receipt of the monthly report. Town Marshal Scott Cole reported officer Corey Short submitted his resignation. Cole is actively seeking applicants to fill the vacancy. Currently, the position is posted internally. The department will be returning to 8-hour shifts, at least temporarily to provide coverage. A determination as to whether or not the department will work 8-hour or 12-hour shifts will be made at a later date. Council was agreeable to a plan for expanding the department's evidence room. Cole has been in contact with railroad representatives regarding tall weeds. Upcoming equipment purchases include replacing door locks, radios, body cams, and a grant was submitted for bullet proof vests.

Town Manager - Council acknowledged receipt of the monthly report. Town Manager Stefen Wynn reported the decorative asphalt for the Alley Activation Project hasn't been installed yet due to delays in receipt of product from the manufacturer. An application for grant funds for the project is pending approval from OCRA. Wynn provided updates on board and commission business, as well as the Ammonia Project at the wastewater ponds, and the Village Drive and W Main/Weeks Streets projects. Contracts for W Hazel Street Projects 1, 2, & 3 have been sent to the contractor for signature. Council gave the okay for Wynn to get out an RFQ for a consultant to assist with establishing a proposed Storm Water Utility.

APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS:

Smolinske motioned to approve Payroll and Accounts Payable Vouchers as of July 18, 2019, & July 23, 2019, and July 24, 2019, seconded by Magnuson, carried 4 Ayes, 0 Nays, submitted and reviewed, attested by Carol A. Selby.

ADJOURNMENT: There being no further business to be brought before council in regular session, Jellison adjourned the meeting at 7:33 pm, motion made by Magnuson, seconded by Shultz, carried 4 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on August 13, 2019 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

DAROLD R. SMOLINSKE, MEMBER

ATTEST: _____
CAROL A. SELBY, CLERK-TREASURER