

**Albion Town Council
Tuesday, September 13, 2016, 6:00 pm
Albion Municipal Building
211 East Park Drive, Albion, IN, 46701**

CALL TO ORDER: Town council president John Morr called the meeting to order at 6:00 pm. The Pledge of Allegiance was recited.

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

OTHERS: Carol A. Selby, Clerk-Treasurer
Stefen Wynn, Town Manager
Mike Yoder, Yoder & Kraus
Matt Getts, KPC Media
Scott Cole, Police Dept
Stan Tipton, Parks Dept
Brad Rollins, Fire Dept
Shane Coney, Fire Dept
Aaron Knight, Fire Dept
Bill Etzler, ERI
Rick Pharis, Triad Associates, Inc.
Sharon Leitch
Dick Magnuson

APPROVAL OF MINUTES: Morr asked for approval of the minutes from the regular and executive meetings on August 23, 2016. Weber motioned to approve the minutes, seconded by Jellison, carried 4 Ayes, 0 Nays. (Magnuson had not yet arrived.)

ANNOUNCEMENTS:

Mural Project – Town council member Don Shultz reported the Albion S.T.A.R. Team received approval from donors to use surplus funds received for the ALL-IN Block Party for use toward the downtown mural. Approximately \$2,500 will be used for the mural.

OPEN DISCUSSION: NONE

OLD BUSINESS:

1. **Rose Hill Cemetery** – Security measures were taken to address recent break-ins.
2. **50/50 Façade Grant** – The canopy at Sexton & Assoc. is done and payment sent.
3. **Fire Department Bylaws** - The fire department is working on updating bylaws. Council suggestions are being taken into consideration.

NEW BUSINESS:

1. **Consideration of Quotes for Utility Rate Study**

In order to address costs for necessary water and wastewater improvements (water main replacement, water tower maintenance, wastewater treatment for ammonia, etc), quotes were solicited to obtain a Rate Study for both the water and wastewater utilities. The following quotes were received:

Peters Municipal Consultants, LTD.....	\$8,000
London Witte Group.....	\$10,000
H. J. Umbaugh & Associates.....	\$10,500

Though the Umbaugh quote was higher, it included assisting with developing a capital improvements program and determining alternative financial funding. The other quotes did not include those services. After discussion, council members voted to take the quotes under advisement, motion made by Jellison, seconded by Weber, carried 5 Ayes, 0 Nays. Council members asked Wynn to find out how much the other vendors would charge for those services. Council will consider the quotes at the next council meeting on September 27, 2016.

2. Consideration of purchasing property adjacent to Rose Hill Cemetery

The town obtained two appraisals for property located at 349 W Albion Road. Hosler Appraisal, Inc - \$135,000 and PF Kruse Appraisal Group - \$102,500. Per statutory requirements, the town cannot pay more than an average of the two appraisals. The average of the two appraisals is \$118,750 which is less than the price the property owner is willing to sell the property for at this time. Wynn checked to see if it were possible for the Redevelopment Commission to purchase the property. However, the property is not located in a TIF District and is not currently within town limits. As such, the matter is considered closed.

3. Approval of Salary Ordinance 2016-19 – 1st & 2nd Readings

Council members voted to approve Ordinance No. 2016-19 on its first and second readings as follows. The ordinance sets the wage for a temporary part-time employee intern position at \$16.00 per hour with \$8.00 per hour reimbursed by the Indiana Commission for Higher Education.

First Reading – Weber caused Ordinance No. 2016-19, *A Payroll Ordinance Amending Payroll Ordinance #2015-15 Setting Annual Wages and Benefits for Town of Albion Elected, Appointed and All Other Employees by Department for the 2016 Calendar Year*, to be read for the first time by title only. Weber motioned for approval of the ordinance, seconded by Jellison, carried 5 Ayes, 0 Nays.

Second Reading – Weber motioned to suspend the rules to allow for the reading of the ordinance for a second time by title only, seconded by Jellison, carried 5 Ayes, 0 Nays. Weber caused the ordinance to be read and motioned to approve the adoption of the ordinance, seconded by Jellison, carried 5 Ayes, 0 Nays.

4. Approval of 50/50 Grant (\$5,000) from IDNR for Turnout Gear for Fire Dept

Council consensus was to proceed with a \$5,000 matching grant from the Indiana Department of Natural Resources for turnout gear for the fire department. Rainy Day Funds are allocated for the fire department's share of the cost.

5. Update on proposed design for remodeling Albion Municipal Building entrance and offices – Wynn reported the estimated cost for remodeling the front entrance and offices at the Albion Municipal Building is significantly higher than anticipated. Proposed plans are focused on security and ADA compliant accessibility. Architect Terry Barnsworth is preparing a schedule with cost estimates for possibly phasing in the improvements.

6. Approval of design for proposed Town flag

Wynn suggested creation of a town flag to help with improving the town's business image. A proposed design using the town's logo was discussed. Council members offered suggestions including contacting local printers for pricing, soliciting the public for design ideas, and contacting town logo artist Dan Gagen for input. Council members will revisit the matter at a later date.

7. Asking for approval of Respiratory medical evaluations - \$1,200 for all 35 members to be tested

– Council voted to approve the cost for testing, which is required for firefighters wearing air packs. Motion made by Weber, seconded by Shultz, carried 5 Ayes, 0 Nays.

8. Albion Volunteer Fire Department Bell Project – placement of bell

Council consensus was to approve the fire department's plan to place the refurbished fire bell in front of the fire station located at 210 Fire Station Drive. Some existing overgrown landscaping, including a tree and bushes will be removed to make way for the bell. Donations are being used to fund the cost of the project.

OTHER COMMENTS:

Council member Chris Magnuson thanked council member Max Weber and local resident Russell Smith for help in painting the south wall of the Noble County Economic Development Corp building in preparation for installation of a mural. The mural is scheduled to be unveiled on September 29, 2016 at 5:00 pm as part of the county's Indiana Bicentennial celebration.

DEPARTMENT HEADS:

Stan Tipton, Parks Dept – Park employee Stan Tipton was filling in for park superintendent Casey Myers. Council members received copies of the 5-Year Master Plan survey results. Tipton provided a brief summary of the results. A sign has been installed at Hidden Diamonds Park that includes a map and rules for Disc Golf. Basketball goals for the Hoosier Basketball Court Project have been delivered and will be assembled soon. Pulver's will begin work on the basketball court in October. A new flag pole was installed at Valley View Park. The park board approved the proposed 2017 Park Budget at their September 12, 2016 meeting. Council voted to approve the park board's recommendation to purchase a Drinking Fountain (Model EI-LK4590) for the basketball court from Prodryers for \$1,603.20. Motion made by Weber, seconded by Jellison, carried 5 Ayes, 0 Nays. Park Donation funds are allocated for the purchase. There is an 18-month warranty on the fountain. Other quotes included Summit - \$2,163 and Prodryers (Model IK-4590FR) - \$2,331.

Scott Cole, Police Dept – Chief deputy/investigator Scott Cole was filling in for town marshal Tom Lock. Council acknowledged receipt of the department's monthly report. The optical thermal imaging camera has been installed on the department's truck and is working. Roll bars have been installed on the Dodge Chargers. Albion Police Reserves are now subject to the same 24-hour in-service mandated training as regular police officers. Cole recently attended law enforcement training in Indianapolis along with 500 other law enforcement officers from around the State. The Indiana Attorney General's Office sponsored the training which was free-of-charge to participants. In response to a question regarding availability of space for body camera film storage, Cole reported the department should be okay with storage, noting it doesn't cost a lot or take up a lot of room at this time. Overtime for the department was up last month due to coverage for vacations.

Stefen Wynn, Town Manager – Wynn provided an overview of his monthly report. INDOT will be providing training to town employees for ice and snow removal. Town employee Terry Forker will be attending the AWWA Conference. The Redevelopment Commission will meet September 22, 2016 to consider a 50/50 Façade Grant Application for the Friendly Inn. The committee tasked with hiring a new town attorney will be meeting soon to discuss candidates. IPFW student Zachary Becker was hired to fill the intern position. Results for the water tower inspections arrived in the mail today and will be reviewed by water/wastewater superintendent Terry Forker. A new AED will be purchased with funds received from Noble County REMC. Newly installed fire hydrants along Albion Road will be turned to face the street once they are in service. Traffic issues on Cherry Street resulting from construction during water main replacement are being addressed. Council members recommended giving homeowners that have not paid their portion of 50/50 Sidewalk Replacement Projects a deadline to get their checks in or be removed from this year's projects. Wynn is working with the trailer dealer and manufacturer to address concerns about the suitability of the trailer purchased for transporting the mini excavator. There are concerns about the mini excavator being able to safely load and unload from the trailer due to the height and angle of the trailer. The public hearing for 2017 proposed budget estimates is scheduled for the next meeting on September 27, 2016, with final adoption to take place at the October 11, 2016 meeting.

APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS: After discussion, Weber motioned to approve Accounts Payable and Payroll Vouchers as of September 1, & September 13, 2016. Seconded by Jellison, 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, Morr asked for a motion to adjourn the meeting at 7:09 p.m., so moved by Weber, seconded by Jellison, carried 5 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on September 27, 2016 at the Albion Municipal Building, 211 East Park Drive, Albion, IN.