

**Albion Town Council
Meeting Minutes
Tuesday, September 13, 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
Don Shultz, Vice-President
John Morr, Member
Darold Smolinske, Member

ABSENT: Zane Gray, Member

OTHERS PRESENT:

Carol A. Selby, Clerk-Treasurer	Terry Forker, Water/Wastewater Depts
Jacob Ihrie, Town Manager	Casey Myers, Park/Cemetery Depts
J. Darrick Brinkerhoff, Town Attorney	Corey Miller, Street/Cemetery Depts
Matt Getts, KPC Media	Jenna Anderson, Thriveby5/Early Childcare
Scott Cole, Police Dept	Coalition

APPROVAL OF MINUTES: Minutes from the regular meeting on August 23, 2022 were approved. Motion by Smolinske, seconded by Morr, carried 4 Ayes, 0 Nays.

PUBLIC HEARING: Zoning Ordinance Amendment – Ref. Ord# 2022-10 (1st Reading)

Council President Vicki Jellison called the Public Hearing to order at 6:02 pm and asked for public comment. Notice of the public hearing was published in the newspaper as required. No one has reached out for public comment on the proposed ordinance. There being no public comment, Jellison closed the meeting to public comment and opened the floor for discussion between council members. Town Manager Jacob Ihrie provided an overview of the change, which includes the addition of **Subsection 7.8(6), Destruction or Damage to Buffers**. This section requires replacement of a buffer within 90 days of damage occurring. The Albion Plan Commission recommended the change to require timely replacement of damaged buffers (i.e., fences, etc.) between properties. After discussion, the hearing adjourned at 6:05pm and Council voted to approve Ordinance No 2022-10 on its first reading as follows:

First Reading

Shultz caused Ordinance No. 2022-10, An Ordinance to Amend the Zoning Ordinance of the Town of Albion, Indiana to be read for the first time by title only. Shultz then motioned for adoption of the ordinance, seconded by Smolinske carried 4 Ayes, 0 Nays. The second reading is scheduled for September 27, 2022.

PUBLIC HEARING: 2023 Proposed Budget Estimates – Ref. Ord# 2022-11 (1st Reading)

Town Council President Vicki Jellison called the public hearing to order at 6:06 pm and asked for public comment. There being no public comment, Jellison closed the hearing for public comment and opened the floor for discussion between council members. In a memo previously submitted to council members, department heads, and the town manager, Clerk-Treasurer Carol Selby provided an overview of the \$4,768,236 proposed 2023 budget. The proposed budget is \$55,865 more than the current year's advertised budget. The proposed 2023 Levy has been advertised at \$1,182,497 which is slightly over the estimated maximum levy allowed, and represents a 5.0% increase over this year's levy for property tax supported funds. Should reductions be necessary, plans are to reduce unexpended appropriations from the 2022 budget to help minimize cuts to the 2023 budget. The public hearing was closed at 6:09 pm. Council voted to approve the proposed budget and Ordinance 2022-11 on its first reading as follows.

First Reading

Shultz caused Ordinance 2022-11, *An Ordinance for Appropriations and Tax Rates*, to be read for the first time by title only, and motioned for approval of the ordinance, seconded by Morr, carried 4 Ayes, 0 Nays. The second reading and final adoption will be considered at the next meeting on September 27, 2022.

ANNOUNCEMENTS:

The Albion STAR Team is sponsoring a Fall Celebration on Saturday, September 17, 2022 from 10am – 3pm around Courthouse Square.

OPEN DISCUSSION:

The Albion STAR Team is looking for space to store the mural currently attached to the Fox Den building. The mural is to be removed and needs to be stored until it can be repaired. Department Heads were asked to discuss the request and determine if the Town has storage space available.

DEPARTMENT HEAD REPORTS:

Park/Cemetery Depts – Council acknowledged receipt of the monthly report. Superintendent Casey Myers provided an update on his department's activities. Dirt work and seeding has been done where the fence was removed between Valley View Park and Rose Hill Cemetery. One of the mowers is down and in for what may be expensive repairs. At the end of this year, Myers will be reaching term limits as a member of the Noble County Convention & Visitor's Bureau and a new member will need to be appointed. **At the recommendation of the Albion Park Board, the Council voted to move forward with the Wetlands & Prairie Grass Projects at Hidden Diamonds Park, and acknowledged the RDC's approval to allocate \$20,000 in TIF #1 Funds towards the Project. Motion by Shultz, seconded by Smolinske, carried 4 Ayes, 0 Nays.** Scott Fetters, U.S. Fish & Wildlife, will manage the project. Jellison announced receipt of Zane Gray's resignation from the Albion Park Board since he has been appointed to fill a seat on the Albion Town Council. Jellison then announced the appointment of Justin Diehm, as per the Park Board's recommendation, to fill the vacant park board seat left by Gray. Jellison reported Gray was unable to attend the meeting tonight due to a work training conflict.

Street/Cemetery Depts - Council acknowledged receipt of the monthly report. Superintendent Corey Miller provided an update on his department's activities. The Community Crossing

Matching Grant (CCMG) Project is underway on E Hazel and S Liberty Streets. Leaf pickup is scheduled to begin October 11, 2022. The department is preparing equipment now, including fabricating the leaf system to allow for use on more than one truck. Miller reported the new street sweeper is working great. He said it takes on average, about four hours to sweep the Town compared with the old street sweeper which took about two days to sweep the Town.

Water/Wastewater Depts - Council acknowledged receipt of the monthly report.

Superintendent Terry Forker provided an update on his department's activities. Thirteen services have been hooked up from the new water main on E Hazel Street as planned in preparation for the CCMG Project on E Hazel from First to Fifth Streets. They are now focusing on S Liberty Street where curb boxes need to be moved as part of the CCMG project. Forker reported work on the aeration project at the sewer ponds is still in progress. Clean Infusion is subcontracting some of the work out. Forker expressed his appreciation to Noble REMC for their help in quickly restoring power to the sewer ponds after the construction crew hit the electric lines cutting power and disrupting service to the wastewater treatment facility. Forker also thanked the Street Department for mowing at the sewer ponds. He reported there is a significant problem with ground hogs and muskrats digging holes in, and around the pond banks making mowing difficult and hazardous. He is open to ideas for addressing the problem. Council granted by consensus, approval for Forker to prepare an RFQ and solicit vendors for quotes for a utility truck. He said he is looking to purchase a cab and chassis which he could build off of and possibly install a crane, generator or welder. He would like to trade in, or dispose of two of the department's older trucks to help offset the price while updating the fleet.

OLD BUSINESS: NONE

NEW BUSINESS:

1. Monarch Development request for assistance w/ infrastructure – Village of White Oaks

Council tabled this item to allow Town Attorney Brinkerhoff time to research the legality of the request. The matter will be revisited at the next meeting.

2. Consideration of RFPs for architectural engineering/design estimates for proposed Daycare

– Council voted to approve a recommendation by Town Manager Jacob Ihrie to approve the lowest most responsive and responsible proposal from Elevatus Architecture for a flat dollar amount of \$9,500 for services to prepare conceptual drawings, a site plan, and cost estimate for construction of a proposed Day Care Center. Motion by Morr, seconded by Shultz, carried 4 Ayes, 0 Nays. The preliminary architectural work is needed to apply for grants for the project. RFPs were also received from Bona Vita, MKM, and ZA Architecture. Subject to RDC approval, TIF funds will be allocated to cover the fee for services.

3. Safe Haven Baby Box Update

It was determined prior to signing the proposed Lease & Service Agreement with Safe Haven, the Town will compile a list of donor pledges. Once a sufficient amount of funds is pledged toward the project, consideration of signing the agreement will be revisited.

4. Consideration of Employee Health Insurance Renewal with Physicians Health Plan

Council voted to approve a recommendation by Salary, Benefits Package & Insurance Committee members to renew the High Deductible/Health Savings Account Plan with Physicians Health Plan (PHP) for employee health insurance coverage. Motion made by Morr, seconded by Shultz, carried 4 Ayes, 0 Nays. The premium rates are 20% higher than current rates. A Summary of the renewal is listed below.

- Renew (Plan QH52M22 - Grandmothered) with 20% increase effective October 1, 2022
- Keep the existing percentage split for premiums (80% Town/20% Employee)
- Keep the town's existing contribution towards employee Health Savings Accounts based on 20% of deductible amounts with employees responsible for 80%.
- Deductibles remain the same as current year (\$3,000/\$6,000)
- Monthly premium rates effective October 1st are as follows:
 - Employee Only..... \$ 738.37
 - Employee & Spouse..... \$1,617.41
 - Employee & Children... \$1,463.35
 - Family..... \$2,341.42

APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS: Shultz motioned to approve Accounts Payable & Payroll Vouchers as of August 25th, September 8th, and September 13th, 2022. Morr seconded, carried 4 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 7:29 pm. Motion by Smolinske, seconded by Morr, carried 4 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on September 27, 2022 at 6:00 pm, at the Albion Municipal Building, 211 East Park Drive, Albion, IN.

VICKI E. JELLISON, PRESIDENT

JOHN D. MORR, MEMBER

DONALD J. SHULTZ, VICE-PRESIDENT

DAROLD R. SMOLINSKE, MEMBER

ZANE M. GRAY, MEMBER

ATTEST: _____
CAROL A. SELBY, CLERK-TREASURER