

**Albion Town Council**  
**Tuesday, October 9, 2018, 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  
John Morr, Member  
Don Shultz, Member  
Max Weber, Member

**ABSENT:** Chris Magnuson, Vice-President

**OTHERS:** Carol A. Selby, Clerk-Treasurer  
Stefen Wynn, Town Manager  
Matt Getts, KPC  
Kevin Kelly, Our Hometown News  
Stan Tipton, Park/Cemetery Depts  
Brian Stimpson, Street/Cemetery Depts  
Aaron McGinnis, Water/Wastewater Depts  
Henry Waring, Arbor Tamer

**APPROVAL OF MINUTES:** Minutes from the executive and regular meetings on September 25, 2018 were approved. Motion made by Weber, seconded by Shultz, carried 4 Ayes, 0 Nays.

**ANNOUNCEMENTS: NONE**

**OPEN DISCUSSION:**

**Lift Station Information**

Design engineering for replacement of a lift station at the wastewater ponds is included in the agreement with Wessler Engineering. However, actual construction of the lift station is not scheduled to be completed by Kokosing due to the estimated cost which has recently been estimated at \$120,000. Having the design engineering complete would allow the town to either use its own employees to complete the work, or hire it out when funds are available.

Deputy Water/Wastewater Superintendent Aaron McGinnis said the department was basing estimated costs to replace a lift station on North Orange Street near Parker Hannifin Corporation off of the costs estimated by Wessler. The North Orange Street lift station has been experiencing frequent problems and is currently only running on one of the two pumps. The department would like to eliminate that lift station by installing a gravity fed system which would tap into an existing sanitary line. McGinnis said they

would like to complete the project yet this year. Council consensus was for the department to come up with a plan, sketch, and cost estimates for further consideration by council. Jellison suggested presenting the information at the next meeting, rather than waiting a month if time is of the essence.

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

**1. Approval of 2019 Proposed Budget Estimates – Ordinance# 2018-11 (Second Reading)**

Council voted to approve the proposed 2019 Budget and Ordinance 2018-11 on its second reading as follows. The total 2019 proposed budget is estimated at \$4,115,267.

Second Reading

Weber caused Ordinance 2018-11 to be read for the second time by title only. *An Ordinance for Appropriations and Tax Rates.* Weber made a motion for approval of Ordinance 2018-11 as read, seconded by Shultz, carried 4 Ayes, 0 Nays.

No objecting opinions were filed regarding the proposed budget. The adopted budget will be submitted to the Department of Local Government Finance (DLGF) through the state's "Gateway" website, and will be available for review by the public online.

**2. Consideration of Quotes for Tree Trimming & Removal, and Stump Removal**

Council voted to approve hiring Arbor Tamer for a total of \$1,470 to remove (1) tree at 202 E South Street (\$760) and (2) trees in Rose Hill Cemetery (\$710). Motion made by Weber, seconded by Shultz, carried 4 Ayes, 0 Nays. Rainy Day Funds will be used for the tree on E South Street and Cemetery Funds for the trees in Rose Hill. Stimpson reported he also solicited quotes from D & J Elwood Tree Service, Superior Tree Service, and Boggs Tree Service. However, Arbor Tamer was the only vendor that submitted a quote. Arbor Tamer's quote included several trees. However, due to budget constraints, council voted to address only those trees Stimpson considered to be the most critical at this time.

**3. Approval of 2019 Holiday Schedule - Resolution No. 2018-14**

Council voted to approve Resolution No. 2018-14, A Resolution Designating 2019 Holiday and Office Closings for Town of Albion Employees. Motion made by Weber, seconded by Shultz, carried 4 Ayes, 0 Nays.

**4. Update on Storm Sewer Pipe Repair**

Stimpson reported the void created from a collapsed storm sewer pipe located off of Trail Ridge Road near Dollar General has been filled with stone. He said he contacted Eshleman Excavating, Wigent Excavating, and Caskey Trucking as suggested at the September 11, 2018 meeting, but that none of them were interested in quoting the project. Stimpson said he talked with Water/Wastewater Superintendent Terry Forker, and they might be able to coordinate repair of the storm sewer pipe at the same time work would be performed on converting the North Orange Street lift station to a gravity fed system, assuming that project comes to fruition. Morr expressed concern about the safety of town employees performing some of the work and suggested it might be better to bid it out. Council consensus was for Stimpson and Forker to get with Wynn and come up with a plan and cost estimates for both projects for consideration by council at the next meeting.

**5. Village Drive Project – Contractor Agreement & Change Order No. 1**

Council officially signed the agreement previously approved on July 10, 2018 between the Town and Pulver Asphalt Paving, Inc for the Village Drive Patching Project. Motion made by Weber, seconded by Morr, carried 4 Ayes, 0 Nays. Council voted to approve a Change Order for the Village Drive Project in the amount of \$16,065.26. Motion made by Weber, seconded by Shultz, carried 4 Ayes, 0 Nays. Street MVH funds will be used to cover the additional cost. The Change Order is the result of the following Work Change Directives:

Work Change Directive #1 – \$3,190.26

Correct undermining of existing curb and gutter that was discovered after adjacent pavement was removed.

Work Change Directive #2 - \$14,500.00

Install additional ADA Ramps to meet Community Crossings Matching Grant eligibility requirements.

Work Change Directive #3 - \$3,375.00

Actual existing gas main location resulted in horizontal directional drilling not being a viable construction method. Open cut method was recommended instead.

The Work Change Directives total \$21,065.26. The amount of \$16,065.26 is after a \$5,000 Work Allowance that exists in the contract is applied. This brings the total cost for the Village Drive Project to \$303,904.01

**DEPARTMENT HEADS:**

**Park/Cemetery Departments**

Council acknowledged receipt of the monthly report. Park employee Stan Tipton was filling in for Superintendent Casey Myers who is on vacation. Tipton reported the pickleball courts are up and running, and they are pleased with how much they are being used. Tipton provided an update regarding bank erosion along Croft Ditch in Hidden Diamonds Park. Myers has been discussing the situation with Noble County Surveyor Randy Sexton. Potential courses of action may include straightening out the curves and dredging sediment out of the ditch. Council suggested Wynn get with Myers and Sexton to discuss a possible course of action and the costs involved with addressing the problem. Leaf blowing and tree trimming is underway. Tipton reported there is a need for an additional Utility Task Vehicle (UTV). The existing UTV is shared by the park and cemetery departments and is often needed by both departments at the same time. Wynn said they will probably start looking for one the first of next year. During a recent "Day of Caring" Central Noble Students assisted staff with power washing headstones in Rose Hill Cemetery. Cemetery employees continue to wash headstones as time allows. Shultz noted how nice and well-taken care of the cemetery looks. Dirt being excavated from the Village Drive street patching project is being used to build up the berm along West Main Street adjacent to Rose Hill Cemetery. It was noted the trees in this area will probably need removed at some point in the future.

**Street/Cemetery Departments**

Council acknowledged receipt of the monthly report. Street Superintendent Brian Stimpson said he is having difficulty getting the vendor that sold the town approximately (17) streetlights and the manufacturer that made the streetlight poles to respond to him regarding warranty work for rust. Wynn said he could send performance letters to both the vendor and manufacturer to try and get the matter resolved. Weber asked if anything could be done along Albion Road east of Cherry Street at the curve adjacent to Valley View Park. The installation of curbing along this section of the street paired with a guardrail on the opposite side of the road makes it tight for traffic. Stimpson said he is working on a solution with the Noble County Highway Department that would involve using their roller and the town's Total Patcher. In regards to a letter recently

received by INDOT, it was noted structures located under State Roads running through town are the responsibility of INDOT, while the pipes connecting to those structures are the responsibility of the town.

**Water/Wastewater Departments**

Council acknowledged receipt of the monthly report. McGinnis reported a sample has been submitted to test untreated water as required by IDEM for the town’s Drinking Water Compliance testing. There were three service line repairs last month. The lift station at the Village of White Oaks is running on one pump. The other pump is out for repair and expected to be completed this week. Kokosing Industrial is scheduled to be at the wastewater ponds tomorrow, October 10, 2018 to conduct a safety meeting in preparation for the start of construction for the Ammonia Treatment Project. The NPDES Permit renewal application has been signed and submitted. The sewer camera was sent in to be repaired. It is still under warranty. McGinnis said updated versions are available for approximately \$1,700-\$1,800. The department will seek quotes for replacing the camera. Council learned Bryce Sheckler has received his CDL license.

**APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS:**

After discussion, Shultz motioned to approve Payroll and Accounts Payable Vouchers as of September 27, 2018 & October 9, 2018, seconded by Weber, carried 4 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, Weber motioned to adjourn the meeting at 7:14 pm, seconded by Shultz, carried 4 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on October 23, 2018 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

\_\_\_\_\_  
MAX C. WEBER, MEMBER

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