

Albion Town Council
Tuesday, October 22, 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
John Morr, Member

OTHERS: Carol A. Selby, Clerk-Treasurer
Stefen Wynn, Town Manager
Steve Clouse, Town Attorney
Matt Getts, KPC Media
Scott Cole, Police Dept
Bob Amber, Fire Dept
Marna Amber
Sharon Leitch, Chain O' Lakes Festival Committee
Jeremy Sponseller, Triad & Associates, Inc

APPROVAL OF MINUTES: Minutes from the regular meeting on October 8, 2019 were approved. Motion by Smolinske, seconded by Shultz, carried 5 Ayes, 0 Nays.

ANNOUNCEMENTS:

“Scare on Square” is scheduled for Friday, October 25, 2019. Halloween themed events will take place at Courthouse Square. Trick-or-Treat is scheduled for Thursday, October 31, 2019 from 5:00pm-7:00pm. The Albion Chamber sponsored Halloween Party will be held at the fire station on Thursday, October 31, 2019 from 7:00pm-8:30pm.

OPEN DISCUSSION:

Jellison added consideration of a Resignation Letter as Item #6 under New Business.

OLD BUSINESS: NONE

NEW BUSINESS:

1. Residential TIF – Cost/Benefit & Economic Impact Analysis – London Witte Group Quote – After lengthy discussion, Council voted to approve a quote from London Witte Group to conduct a Cost/Benefit & Economic Impact Analysis in an amount not to exceed \$7,250. Motion made by Smolinske, seconded by Shultz, carried 5 Ayes, 0 Nays. Wynn will ask the Redevelopment Commission to use TIF funds to cover the

cost. Council members hope to use information derived from the study to determine whether or not to pursue the establishment of a Residential TIF.

2. Consideration of Repair of Vector Truck

Council voted to approve a quote from Jack Doheny Companies, Inc in the amount of \$37,500 for repair of the town's 2002 International Vector truck. Motion made by Shultz, seconded by Smolinske, carried 5 Ayes, 0 Nays. The cost includes install and oils, transfer case, complete service, and install of hydro unit. The cost will be shared between the Street, Water, and Wastewater Departments. It was noted, due to the specialized nature of the equipment and the repair needed, only one quote was obtained.

3. Contract for Services with Noble County Building Department

Council voted to approve a contract for building and construction inspection services from Noble County effective January 1, 2020. Motion made by Magnuson, seconded by Shultz, carried 5 Ayes, 0 Nays. Inspection fees, which have not increased in several years, will be increasing from \$15 per inspection to \$30 per inspection. Costs for inspections are paid out of the General Fund.

4. Consideration of Establishing a Complete Count Committee for the 2020 Census

Jellison and Shultz volunteered to serve on a Census Committee, providing the meetings are held in the evenings to accommodate their work schedules. Wynn said he would also like to include Human Resource directors from local industries on the committee. The committee will be tasked with getting word out to residents of the importance of being counted during the 2020 Census. It is important for all residents to be counted because portions of the town's revenue sources are population based.

5. Approval of Cemetery Deeds/Transfers

Council voted to approve the following cemetery deed. Motion made by Magnuson, seconded by Morr, carried 5 Ayes, 0 Nays.

Brian Stolte – Section N, Lot 112, Graves 1, 2, & 3.

6. Resignation Letter – Town Manager Stefen Wynn

Town Manager Stefen Wynn read his resignation letter during the public meeting. He explained he has accepted a city manager position in Neptune Beach, Florida which will place him closer to family. As per his employment agreement, he is giving 60 days' notice. His last day will be December 20, 2019. Council members thanked him for his service, outlining several accomplishments over the past four years. Wynn offered to help with the search for a replacement and to assist in the transition. After discussion, Morr motioned to accept the resignation letter, seconded by Smolinske, carried 5 Ayes, 0 Nays. Council directed Wynn to start the search for a new town manager. Although, there is a hiring committee, all council members would like to see resumes for all candidates and to have all department heads included in the process.

DEPARTMENT HEADS:

Fire Dept

Fire Chief Bob Amber added year-to-date information to his monthly reports. Two new part-time firefighters have been hired and are working out well. The Chamber sponsored Halloween Party will be held at the fire station on October 31, 2019 following Trick-or-Treating from 7:00pm–8:30pm.

Police Dept

Referencing his monthly report, Town Marshal Scott Cole said traffic warnings are up from the prior month. Consideration of RFQs for a new police vehicle will be on the November 12, 2019 meeting agenda. With most officer vacations completed for this year, the department has returned to 12-hour shifts. Range/Firearm training is scheduled to take place in November. The Albion Police Reserve Captain has resigned to work closer to home in Avilla. RFQs for remodeling to expand the evidence room will be going out soon.

Town Manager

Town Manager Stefen Wynn provided a summary of his monthly report. Paving has started on W Hazel Street. The Town is still in competition for the “Best Main Street” designation. Wynn urged everyone to vote for Albion. Grant funds for the HCI Alley Activation Project were received. Wynn gave an overview of pending projects he plans to finish before his departure. The Ammonia Project at the Wastewater ponds is closer to being finished. A pump is on order and needs installed. Blower house vents are to be replaced. The manufacturer for the baffle installed in one of the ponds indicated the sway in the baffle is normal. It was noted Aaron Hutton, Wessler Engineering is doing a good job getting Kokosing to whittle away at their “To-Do” list. 50/50 Sidewalk Projects started today. An Open House will be scheduled one hour before the regular meeting on December 10, 2019 in honor of Wynn’s service to the town, and also to recognize all of those serving on town boards and commissions.

OTHER COMMENTS:

- 1. Village of White Oaks** - Council directed Wynn to contact Keith Leatherman for an update on the status of the sanitary sewer connection.
- 2. Leaf Pickup** – The street dept will begin using the leaf vac to pick up leaves on Monday, October 28, 2019.

APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS:

After discussion, Shultz motioned to approve Payroll and Accounts Payable Vouchers as of October 10, 2019 & October 22, 2019, seconded by Magnuson, carried 5 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 7:40 pm, motion made by Shultz, seconded by Smolinske, carried 5 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on November 12, 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