

**Albion Town Council**  
**Tuesday, October 26, 2021, 6:00 pm**  
**TELECONFERENCE via GoToMeeting**  
**(Meeting ID# 280137509)**  
**Albion Municipal Building**  
**211 East Park Drive, Albion, IN, 46701**

**AS A RESULT OF THE WORLD HEALTH ORGANIZATION'S DECLARATION OF A GLOBAL CORONAVIRUS PANDEMIC, (aka CoVid-19) AND AS AUTHORIZED PER STATE OF INDIANA GOVERNOR ERIC HOLCOMB, VIA EXECUTIVE ORDER NO. 20-09, DATED 3/23/2020, "RELATING TO THE CONTINUITY OF OPERATIONS OF GOVERNMENT, PAGE 2, ITEM 4 (A) "OPEN DOOR LAW," THE ALBION TOWN COUNCIL HELD THIS MEETING VIA ELECTRONIC COMMUNICATION. THE MEETING WAS HELD IN CONJUNCTION WITH GOVERNOR HOLCOMB'S EXECUTIVE ORDER NO. 20-08, DATED 3/23/2020, "DIRECTIVE FOR HOOSIERS TO STAY AT HOME," AND EXTENSIONS THEREOF.**

**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 (Present)  
Don Shultz, Vice-President (Present)  
Chris Magnuson, Member (Present)  
Darold Smolinske, Member (Present)  
John Morr, Member, Member (Present)

**OTHERS PRESENT:**

Carol A. Selby, Clerk-Treasurer	Terry Forker, Water/WW Depts
Jacob Ihrie, Town Manager	Sheryl Prentice, KPC Media
Steve Clouse, Town Attorney	Scott Cole, Police Dept
John Urso, Fire Dept	Karl Tanner, WET Environmental Eng.
Dustin Wuiss, WET Environmental Eng.	

**APPROVAL OF MINUTES:** Minutes from the regular meeting on October 12, 2021 were approved. Motion by Magnuson, seconded by Morr, carried 5 Ayes, 0 Nays.

**ANNOUNCEMENTS:**

- 1. Albion Municipal Building Corporation – Board of Directors – (2) Vacancies need filled**  
Council appointed Tom Jellison and Emma Spink to serve as members of the Board of Directors for the Albion Municipal Building Corporation. Motion by Magnuson, seconded by Shultz, carried 5 Ayes, 0 Nays. David Patterson currently serves as the third board member. A Resolution naming the board of directors will be submitted for approval at the November 9, 2021 council meeting. AMBC members will need to schedule a brief reorganization meeting to elect officers.
- 2. Halloween October 31<sup>st</sup>** - Trick-or-Treating is scheduled for Sunday, October 31, 2021 5pm-7pm. The Chamber-sponsored Halloween Party will begin at 7pm at the Albion Fire Station.
- 3. November 9, 2021 Council Meeting** – Council Vice-President Don Shultz will be out of town for a conference and unable to attend the next council meeting.

**OPEN DISCUSSION:**

- 1. Noble County Sheriff's Dept – Letter requesting installation of Grinder Pump for Noble County Jail** - Council agreed to send a letter as requested by Noble County Sheriff Max Weber, to Noble County Commissioners/Noble County Sheriff's Dept requesting installation of an additional grinder pump at the Noble County Jail. The County is planning on using ARP Grant funds to assist with the purchase and wants the letter for documentation to substantiate the purchase for grant reporting purposes. Morr motioned to approve and cause Council President Vicki Jellison to sign the letter drafted by Town Manager Jacob Ihrie, seconded by Smolinske, carried 5 Ayes, 0 Nays. (Note: Debris traced back to the jail, has previously caused sewer

issues, and recently caused a residential sewer backup issue resulting in an Insurance Claim for the County. The addition of another grinder pump is intended to prevent those types of issues from recurring.)

**2. Flower Planters** – The street dept will pick up the downtown flower planters next week. The old flowers/bulbs will be taken to be composted upon pickup. Anyone wanting flowers/bulbs may remove them from the downtown planters prior to next week.

**DEPARTMENT HEAD REPORTS:**

**Fire Dept** - Council acknowledged receipt of the department's monthly report. Deputy Fire Chief John Urso was present to provide a summary of departmental activities and answer questions. Council voted to approve the bi-annual fire pay and car & clothing allowances in the total amount of \$16,714.29. Motion made by Shultz, seconded by Morr, carried 5 Ayes, 0 Nays. Urso provided information on 1<sup>st</sup> Responder/EMT training. He noted the training is held at the Kendallville EMS Training Center and is held once or twice per year based upon interest. The dept is still waiting on the new vehicle to be delivered. Once it arrives, new equipment will be installed on it.

**Police Dept** – Council acknowledged receipt of the department's monthly report. Town Marshal Scott Cole was present to provide a summary of department activities and answer questions. Cole plans to send an RFQ out for a new police vehicle once State Bids are released. There was discussion on newly installed curb bump-outs on the west side of York Street at the intersections of W Main and W Jefferson Streets. The bump-outs are included in the County's new building project. There is concern they may be encroaching into traffic lanes. It was reported Superintendent Corey Miller is in communication with the project manager. It was suggested measurements be taken to ensure traffic lane widths meet specifications. It was also noted parking on both sides of streets in some areas is not possible due to the width of the street(s). There is also concern about whether or not the County is going to fix town streets damaged during the construction project.

**Town Manager** - Council acknowledged receipt of the monthly report. Town manager Jacob Ihrle provided a summary of activities and answered questions on various town projects. The Albion Plan Commission is working on a policy regarding Solar Power. Ihrle reported, as directed by council, department heads discussed fees associated with Special Event Applications. He recommends charging a minimum of \$25 per application, and \$25 per each department needed, up to a maximum of \$100 for a one-day event. The fee for non for profits would continue to be waived. Ihrle met with a representative from the Dekko Foundation to discuss the possibility of partnering on future projects, including the possibility of a path/trail connecting Augusta Hills Learning Center to the town. Ihrle reported building permits were down this month compared to the prior month.

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

**1. Wastewater Ammonia Treatment Project**

**a. Consideration of Bid for Lagoon Aeration Equipment Purchase - \$239,868.00**

At the request of Superintendent Terry Forker, Council tabled consideration of the quote for lagoon aeration equipment from Air Diffusion Systems (ADS) in the amount of \$239,868. Forker said additional time is needed to discuss information learned at a recent conference in relation to the town's ammonia treatment project, and to determine a strategy for controlling air flow to various zones within Lagoon Cell #1. Council will revisit this item at the next meeting on November 9, 2021. The bid from ADS is good until November 14, 2021.

**b. Consideration of Proposal for additional engineering services - \$81,500.00**

Council voted to approve a Not to Exceed amount of \$81,500 for engineering services previously outlined by WET Environmental Engineering, LLC related to the town's ammonia treatment project. Motion made by Shultz, seconded by Magnuson, carried 5 Ayes, 0 Nays. Karl Tanner, WET Environmental Engineering, LLC reported he submitted the IDEM Permit Application last week and it could be 45 days before we hear back from them.

**2. Consideration of "Plan" for ARPA Grant funds – Resolution No. 2021-19**

Town Manager Jacob Ihrle reported the proposed plan for expenditure of American Rescue Plan Act grant funds was based off a template provided by another community, and selected because of its comprehensiveness in outlining permitted uses for the funds. Currently, Albion's proposed plan allocates all of the town's proposed distribution of \$535,759 to Infrastructure-Sewer Improvements (as allowed per Section 603(c) of the ARPA, and outlined in the United States Department of Treasury's Interim Final Ruling, (D) to make necessary improvements in water, sewer, or broadband infrastructure). It is permissible to amend the plan in the future, provided provisions for permitted uses of the funds meet federal government requirements. (Fund No. 176, titled "ARP Coronavirus Local Fiscal Recovery-Disbursement" has been established by Ordinance No.2021-09 for the grant funds. Appropriation of the grant funds was included in the town's 2022 Budget. Stringent reporting requirements and adherence to Internal Control policies are required for receipt and disbursement of ARPA grant funds.) After discussion, Council voted to approve Resolution No. 2021-19, Town of Albion American Rescue Plan Fund Allocation and Utilization Plan. Motion made by Magnuson, seconded by Smolinske, carried 5 Ayes, 0 Nays.

**3. Approval of ADA Plan Update - Ordinance No. 2021-15 – 1<sup>st</sup> Reading**

Council voted to approve Ordinance No. 2021-15, on its first reading as indicated below. The update includes naming Town Manager Jacob Ihrle as the ADA Coordinator. The second reading and final adoption is scheduled for the next meeting on November 9, 2021.

First Reading

Shultz caused *Ordinance No. 2021-15, An Ordinance Adopting the Americans with Disabilities ACT (ADA) Designating the ADA Coordinator, and Adopting Procedures*, to be read for the first time by title only, and motioned for approval of the ordinance, seconded by Magnuson, carried 5 Ayes, 0 Nays.

**4. Title VI Implementation Plan – Ordinance No. 2021-17 – 1<sup>st</sup> Reading**

Council voted to approve Ordinance No. 2021-17 on its first reading as follows. The update includes naming Town Manager Jacob Ihrle as the Title VI Coordinator. The second reading and final adoption will be considered at the next meeting on November 9, 2021.

First Reading

Shultz caused *Ordinance No. 2021-17, An Ordinance Reiterating and Adopting Title VI of the Civil Rights ACT of 1964 into the Albion Town Code*, to be read for the first time by title only, and motioned for approval of the ordinance, seconded by Magnuson, carried 5 Ayes, 0 Nays.

**5. Consideration of Mediacom Lease Agreement**

Council voted to renew the lease with Mediacom for another 5-year term (January 1, 2022 – December 31, 2026). Motion made by Magnuson, seconded by Smolinske, carried 5 Ayes, 0 Nays.

**6. Approval of 2022 Holiday Schedule – Resolution No. 2021-16**

Council voted to approve *Resolution No. 2021-16, A Resolution Designating 2022 Holiday and Office Closings for Town of Albion Employees*. Motion made by Magnuson, seconded by Smolinske, carried 5 Ayes, 0 Nays.

**OTHER COMMENTS:**

**1. Meeting Cancellation – December 28, 2021**

Council voted to cancel the December 28, 2021 Town Council Meeting. Motion by Morr, seconded by Smolinske, carried 5 Ayes, 0 Nays.

**2. Noble County Building Project Map**

Council member Chris Magnuson asked if someone would bring a map of the County Building Project to the next council meeting.

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

Shultz motioned to approve Accounts Payable & Payroll Vouchers as of October 21, 2021 & October 26, 2021. Morr seconded, carried 5 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 6:53 pm. Motion by Smolinske, seconded by Shultz, carried 5 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on November 9, 2021 at 6:00 pm, at the Albion Municipal Building, 211 East Park Drive, Albion, IN. Should the Town continue to be under a public emergency, the option to join the meeting electronically will be available.

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VICKI E. JELLISON, PRESIDENT

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DONALD J. SHULTZ, VICE-PRESIDENT

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CHRISTINA K. MAGNUSON, MEMBER

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JOHN D. MORR, MEMBER

\_\_\_\_\_  
DAROLD R. SMOLINSKE, MEMBER

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