

Albion Town Council
Tuesday, November 27, 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 6:02 pm. The Pledge of Allegiance was recited.

ATTENDANCE: Vicki Jellison, President
Don Shultz, Member
Max Weber, Member

ABSENT: Chris Magnuson, Vice-President
John Morr, Member

OTHERS: Carol A. Selby, Clerk-Treasurer
Stefen Wynn, Town Manager
Matt Getts, KPC
Kevin Kelly, Our Hometown News
Scott Cole, Police Dept
John Urso, Fire Dept

APPROVAL OF MINUTES: Minutes from the regular meeting on November 13, 2018 were approved. Motion made by Weber, seconded by Shultz, carried 3 Ayes, 0 Nays.

ANNOUNCEMENTS:

1. **Leaf Pickup** – December 6, 2018 is the last day the street dept will be picking up loose leaves. After that date, leaves must be bagged, and residents may call the Albion Municipal Building for pickup.
2. **“Christmas in the Village” – December 7, 2018** – The Albion S.T.A.R Team sponsored event begins around Courthouse Square at 4:30 pm. The Light Parade begins at 6:00 pm.

OPEN DISCUSSION: NONE

OLD BUSINESS:

1. **Update on Noble County Leachate**

Wynn reported he contacted County Coordinator Jackie Knafel, who in turn notified Noble County Commissioners about IDEM’s request for additional testing of leachate and effluent wastewater at Albion’s wastewater ponds. Wynn received email correspondence from Knafel in which the County’s consultant for this matter, Derek Faulk, Wilcox Environmental Engineering instructed the County to stop pumping groundwater and hauling it to the WWTP. Mr. Faulk is in contact with IDEM to determine what testing/pretreatment of leachate may be required.

2. **Update on rusted streetlight poles**

Council learned that Energy Light, Inc., dba Lightmart.com will honor a warranty by replacing (17) seventeen rusty streetlight poles. The replacement poles are to be galvanized and powder coated to match the town’s custom color and base pattern. The value of the replacement poles

is estimated at \$20,000. Terms of the replacement are specified in an agreement between Energy Light, Inc/Lightmart.com and the Town. The new poles are expected to arrive in 5-6 weeks. The old poles will be taken down, refurbished and used as spares. Wynn also plans to replace existing problematic light heads with LED light heads which are expected to be more efficient.

NEW BUSINESS:

1. S6 Supplement to Code of Ordinances – Ordinance No. 2018-16 – 1st & 2nd Readings

Council voted to approve Ordinance No. 2018-16, *An Ordinance Enacting and Adopting Supplement #6 to the Code of Ordinances for the Town of Albion in the State of Indiana, updating Local Legislation current through Ordinance 2018-06, Adopted April 10, 2018; and all current State Legislation* as indicated below.

First Reading

Weber caused Ordinance 2018-16, to be read for the first time by title only. Weber motioned for approval of the ordinance, seconded by Shultz, carried 3 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 Shultz carried 3 Ayes, 0 Nays. Weber then caused the ordinance to be read a second time by title only and motioned to approve the adoption of the ordinance on its second reading, seconded by Shultz, carried 3 Ayes, 0 Nays.

2. Salary/Compensation for 2019 - Ordinance No. 2018-15 - 1st & 2nd Readings

Council voted to approve a recommendation by the Salary & Benefits Committee for employee compensation for 2019 by adopting Ordinance No. 2018-15, *An Ordinance setting Annual Wages and Benefits for Town of Albion, Elected, Appointed and All Other Employees by Department for the 2019 Calendar Year* as indicated below.

First Reading

Weber caused Ordinance 2018-15, to be read for the first time by title only. Weber motioned for approval of the ordinance, seconded by Shultz, carried 3 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 Shultz carried 3 Ayes, 0 Nays. Weber then caused the ordinance to be read a second time by title only and motioned to approve the adoption of the ordinance on its second reading, seconded by Shultz, carried 3 Ayes, 0 Nays. The ordinance includes the following changes.

1. 2% increase for Town Council members, Full-time employees, and Part-time employees (except as indicated below).
2. Pay ranges for some Part-time employees were increased to whole dollar amounts.
3. Crossing Guard wages increase 25%, from \$10 per shift to \$12.50 per shift.
4. Volunteer Firefighter Pay is increased 3%, from \$8.00/hour to \$8.25/hour.
5. The number of Assistant Fire Chiefs is reduced from two to one.
6. Reimbursement for work boots or safety shoes is increased from \$50 to \$150 per year, providing the purchase meets ANSI Rated Z41 safety wear.
7. The amount the Town contributes towards an employee's health insurance deductible into their Health Savings Accounts is reduced from 25% to 20%.

3. Consideration of Town Manager Contract

Jellison said an executive session will be scheduled to discuss a performance evaluation (as permitted per IC 5-14-1.5-6.1(9)) prior to renewal of the town manager’s contract.

4. Approval of Radio Purchase for Fire Dept

Council voted to approve the purchase of (3) Dual Band Portable P-25 compliant Radios from J&K Communications, Inc for \$6,985.50. Motion made by Weber, seconded by Shultz, carried 3 Ayes, 0 Nays. Fire Donations and Fire Department Budgeted funds will be used for the purchase.

5. Reduction of 2018 Rainy Day Appropriations – Resolution No. 2018-17

As part of the year-end budget process, Council voted to approve Resolution No. 2018-17, A *Resolution to Reduce Current Year Rainy Day Fund Appropriations*. Motion made by Weber, seconded by Shultz, carried 3 Ayes, 0 Nays. The resolution serves to reduce 2018 appropriations so as to leave proposed 2019 Rainy Day appropriations intact.

6. Approval to process Claims, Encumbrances, Budget Cuts, & Transfers needed prior to year-end - Subject to final review by council members, Weber motioned to allow Selby to process claims, encumbrances, budget cuts, and transfers as needed prior to year-end, seconded by Shultz, carried 3 Ayes, 0 Nays. A voucher list and details regarding encumbrances, budget cuts, and transfers will be provided to council at a later date.

7. Approval of Cemetery Deed

Council voted to approve the following cemetery deed. Motion made by Weber, seconded by Shultz, carried 3 Ayes, 0 Nays. **Virginia Reichard – Section N, Lot No. 189, Graves 1, 3, & 4**

DEPARTMENT HEADS:

Fire Dept - Council acknowledged receipt of the monthly report. Deputy Fire Chief John Urso reported the fire department responded to 52 details totaling 442 staff hours last month. The department has started using recently purchased training software. The fire department held annual officer elections on November 26, 2018. Council members voted to ratify the elected officers listed below. Motion made by Weber, seconded by Shultz, carried 3 Ayes, 0 Nays. Those elected will take office on January 1, 2019.

Assistant Fire Chief..... Kevin Libben
Captain..... Phillip Jacob
Captain..... Shawn Jacob
Captain..... Bryon Peterson
Sec/Treasurer..... Johna Peterson
Fire Board Member..... Shane Coney
Fire Board Member..... Mike Davis

Police Dept - Town Marshal Scott Cole reported his monthly report reflects the switch from the old Vision system for reporting to the new Spillman software system. Cole said the system is a great tool and provides access to over 2500 reports. There were 285 calls for service and cases are up compared to the prior month’s report. The department is working on mandated training, and finishing up a 40-hour pre-basic course. Part-time officer Jeffrey Thieme has resigned. New tasers have arrived. Cole

expects to make an announcement regarding appointment of a Chief Deputy at the next meeting on December 11, 2018. Officer Corey Short will be attending intoxilizer training to become a state certified chemical breath test operator.

Town Manager - Council acknowledged receipt of the monthly report. Town Manager Stefen Wynn reported receiving a thank you letter from Kevin Kelly, Avilla Chamber of Commerce for renewing Albion’s membership. Contracts between the Town and INDOT for Village Drive and W Main/Weeks Street Projects are expected to be ready for consideration at the December 11, 2018 meeting. The Albion Rotary Club is sponsoring an “Ugly Sweater” 5k Run/Walk on December 8, 2018. Committee members will meet on November 28, 2018 to discuss potential projects for the Hometown Collaboration Initiative. Construction has started on the ammonia project at the wastewater ponds. Jellison asked that council members be given a ‘committee list’ in anticipation of changes to the makeup of committees in 2019. A meeting is scheduled for November 28, 2018 at the Albion Municipal Building to present and discuss upcoming W Main and Weeks Street paving and sidewalk projects with affected residents. Bids for that project are due in by December 4th with council consideration slated for December 11, 2018.

APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS:

After discussion, Weber motioned to approve Payroll and Accounts Payable Vouchers as of November 22, 2018 and November 27, 2018, seconded by Shultz, carried 3 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 6:41 pm, seconded by Shultz, carried 3 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on December 11, 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