

**Albion Town Council
Tuesday, February 14, 2017, 6:00 pm
Albion Municipal Building
211 East Park Drive, Albion, IN, 46701**

CALL TO ORDER: Town council president Max Weber called the meeting to order at 6:00 pm. The Pledge of Allegiance was recited.

ATTENDANCE: Max Weber, President
Vicki Jellison, Vice-President
Chris Magnuson, Member
John Morr, Member
Don Shultz, Member

OTHERS: Carol A. Selby, Clerk-Treasurer
Stefen Wynn, Town Manager
Bill Eberhard, Town Attorney
Matt Getts, KPC Media
Brian Stimpson, Street/Cemetery Depts
Casey Myers, Park/Cemetery Depts
Aaron McGinnis, Water/Wastewater Depts
Jason Koontz, Water/Wastewater Depts
Shane Coney, Fire Dept
Sharon Leitch, Chain O' Lakes Festival Committee
Derek Frederickson, ERI
Toby Steffen, BFS
Jeremy Sponseller, Triad

APPROVAL OF MINUTES: Weber asked for approval of the minutes from the regular meeting on January 24, 2017. Magnuson motioned to approve the minutes, seconded by Shultz, carried 5 Ayes, 0 Nays.

ANNOUNCEMENTS:

Fireworks Fundraising – The Fireworks Committee met and has kicked off fundraising efforts to help with costs for the Town of Albion's Fireworks Display. Their goal is \$4,000. Sharon Leitch was present to donate a check on behalf of the Chain O' Lakes Festival Committee.

OPEN DISCUSSION: NONE

OLD BUSINESS:

1. TIF #1 Legacy Street Projects – Construction Inspection Services

After the last council meeting and in an attempt to obtain more comparable quotes, engineers were asked to re-submit quotes and include mileage, expenses, and the hourly rate for a Level 1 Employee that would provide inspection services for 24 hours per week for 14 weeks. The following quotes were received:

Engineering Resources, Inc.....	\$23,520.00
Butler, Fairman, & Seufert.....	\$29,649.00
A & Z Engineering, LLC.....	\$30,582.50
Triad Associates, Inc.....	\$32,970.00

Council members voted to approve the lowest quote from Engineering Resources, Inc for Construction Inspection Services for a NTE amount of \$23,520.00. Motion made by Shultz, seconded by Jellison, carried 5 Ayes, 0 Nays.

2. Consideration of Quotes for Doors for Albion Municipal Building & Water Plant

Council voted to approve a quote from Leatherman Construction, the lowest most responsive and responsible bidder for \$8,622.00 for replacing (4) Doors and frames at the Albion Municipal Building. Motion made by Magnuson, seconded by Shultz, carried 5 Ayes, 0 Nays. CCD funds are allocated for the purchase. Other quotes received included Haney's Glass - \$9,400 and Moss Building Products - \$7,950 (doors only, installation was not included in Moss' quoted price).

Council tabled consideration of replacing doors at the water plant until the next meeting on February 28, 2017. The cost of replacing (16) windows at the water plant will also be considered.

NEW BUSINESS:

1. Approval of Ordinance No. 2017-03 – Establishing LIT Public Safety Fund (249)

Council members voted to adopt Ordinance No. 2017-03, An Ordinance Establishing Fund 249, The LIT Public Safety Fund, on its first and second reading as follows. The ordinance serves to officially establish a Local Income Tax Public Safety Fund for the Town of Albion. This is a new source of tax revenue for the town and will need to be appropriated before the funds can be spent. Town attorney Bill Eberhard will provide a copy of the Indiana Code listing the appropriate uses for this fund. Council members will need to decide how they want the funds allocated at a future meeting.

First Reading – Jellison caused Ordinance No. 2017-03, An Ordinance Establishing Fund 249, The LIT Public Safety Fund in the Town of Albion, Indiana to be read for the first time by title only. Jellison motioned for approval of the ordinance, seconded by Morr, carried 5 Ayes, 0 Nays.

Second Reading – Jellison motioned to suspend the rules to allow for the reading of the ordinance for a second time by title only, seconded by Magnuson, carried 5 Ayes, 0 Nays. Jellison caused the ordinance to be read and motioned to approve the adoption of the ordinance, seconded by Magnuson, carried 5 Ayes, 0 Nays.

2. Approval of Resolution No. 2017-04 – Accepting Transfer of Land

Park superintendent Casey Myers reported the Albion Park Board passed a Resolution (2017-P01) in support of accepting land from Central Noble Schools. Likewise, Albion Town Council Members voted to approve Resolution No. 2017-04, *A Resolution Accepting the Transfer of Land from the Central Noble School Corporation*. Motion made by Magnuson, seconded by Jellison. The resolution provides authorization for completion of the necessary documents for conveyance of the real estate. The property is located on the north side of East Hazel Street adjacent to Owen Park.

3. Establish Wastewater Treatment/Utility Rate Study Committee

The following individuals will serve on a committee for the purpose of determining a plan for treating ammonia in the town's wastewater system, and to make a recommendation for utility rate adjustments. Weber said he would like the committee to have a recommendation for council by the April 25, 2017 council meeting.

Max Weber, Town Council President
Don Shultz, Council Member
Stefen Wynn, Town Manager
Terry Forker, Water/Wastewater Depts
Carol Selby, Clerk-Treasurer

4. Consideration of Lawn Mower Purchase

Council members voted to approve purchasing (3) 725D Diesel Grasshopper Mowers from the lowest quoter, Vangorder Sales, Inc for a net amount of \$32,559 (after trade-in allowance for Woods mower and discounts). Motion made by Morr, seconded by Shultz, carried 5 Ayes, 0 Nays. CEDIT, Cemetery, and Park funds have been allocated for the purchase. Quotes were also received from Goshen Farm & Lawn Center Inc - \$32,662.47 and Weaver Ag & Lawn Equipment - \$37,053.36.

DEPARTMENT HEADS:

Park/Cemetery Depts, Casey Myers

Myers provided a summary of his monthly reports for the park and cemetery departments. Dirt and gravel work has been completed in preparation for the building addition at Valley View Park. Myers announced the hiring of two seasonal, part-time employees. Jeff Mault and Phil Jacobs will be providing mowing/grounds keeping for the cemetery and other town property. Gene Lock will also return this season to help with mowing. There are several tree stumps and some trees that need removed in the cemetery. Myers will be filling in settled gravesites once the ground is dry enough to perform the work. He also has ideas for addressing headstones that need repaired.

Myers will be attending a tree steward training program. He will be meeting with a representative from Pheasants Forever to discuss planting areas along the new walking trail. The Chain O' Lakes Correctional Facility work crew helped tremendously with tree and brush removal at Owen Park and along Seventh & Seneca Streets.

Street/Cemetery Depts, Brian Stimpson

Council acknowledged receipt of the departments' monthly report. Stimpson said the department has begun work to fill pot holes. The new salt spreader is in and has been used one time. Stimpson said it is very quiet. Employees will be working to repair plow damaged areas. Fire extinguishers have been tested, serviced, and replaced if needed. Inventory lists are being updated. Stimpson prepared an invoice to send to the contractor that hit a storm sewer while boring for core samples for the Map-21 Project. The cost to repair the damage was over \$700. Sticks are picked up on Mondays.

Water/Wastewater Depts, Aaron McGinnis and Jason Koontz

Council acknowledged receipt of the departments' monthly report. Superintendent Terry Forker was on vacation. Aaron McGinnis and Jason Koontz were on hand to answer questions. Council voted to approve ordering (108) more Radio Reads at \$135/each for a total of \$14,500. Motion made by Magnuson, seconded by Jellison, carried 5 Ayes, 0 Nays. McGinnis said the price is the same as quoted in 2012 when the replacement process began. McGinnis has applied to take a certification exam through IDEM for obtaining a wastewater operator license. Once IDEM approves the request, McGinnis will be eligible to take the exam. McGinnis noted the certification is for the town's existing wastewater treatment system. Should the town go to a mechanical, or semi-mechanical plant, other certification/licensing is required. A sanitary overflow occurred on East South Street. The department would like to remind customers to not flush baby wipes, etc into the town's wastewater system. Council voted to approve the purchase of (4) tanker loads of Aluminum Sulfate as needed at approximately \$5,000 per load. Motion made by Magnuson, seconded by Morr, carried 5 Ayes, 0 Nays.

APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS:

After discussion, Morr motioned to approve Accounts Payable and Payroll Vouchers as of February 2, 2017, and February 14, 2017, seconded by Shultz, carried 5 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, Jellison motioned to adjourn the meeting at 7:08 pm, seconded by Shultz, carried 5 Ayes, 0 Nays. An executive session was scheduled immediately following the regular meeting. The next regularly scheduled meeting is to be held on February 28, 2016 at the Albion Municipal Building, 211 East Park Drive, Albion, IN.

MAX C. WEBER, PRESIDENT

VICKI E. JELLISON, VICE-PRESIDENT

CHRISTINA K. MAGNUSON, MEMBER

JOHN D. MORR, MEMBER

DONALD J. SHULTZ, MEMBER

ATTEST: _____
CAROL A. SELBY, CLERK-TREASURER