

**Albion Town Council**  
**Tuesday, March 13, 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  
Chris Magnuson, Vice-President  
John Morr, Member  
Don Shultz, Member  
Max Weber, Member

**OTHERS:** Carol A. Selby, Clerk-Treasurer  
Stefen Wynn, Town Manager  
Matt Getts, KPC Media  
Casey Myers, Park/Cemetery Depts  
Terry Forker, Water/Wastewater Depts  
Brian Stimpson, Street/Cemetery Depts  
Shane Coney, Albion Fire Dept  
Sharon Leitch  
Jay Stankiewicz, Fleis & Vandenbrink

**APPROVAL OF MINUTES:** Minutes from the regular meeting on February 27, 2018 were approved. Motion made by Magnuson, seconded by Weber, carried 5 Ayes, 0 Nays.

**ANNOUNCEMENTS:**

**1. Shawn Garner Benefit – Albion Fire Station - April 7, 2018, 5:00pm-8:00pm**

A Spaghetti Dinner and Silent Auction will be held to help with expenses for Albion Police Officer Shawn Garner who is off work for medical reasons. Town employees may help by providing desserts or baked goods for the benefit.

**2. HCI Session 9 Update**

Wynn reported the group selected “Placemaking” as their focus for developing a project to benefit the community. A press release providing more details will be released soon.

**3. Firefighter Recognition**

Albion Firefighter Phil Jacob will be recognized by the council for his 50 years of service at the next council meeting on March 27, 2018.

**4. Noble Transit**

The Town received a letter from Noble Transit asking for funding assistance for next year. No action was taken.

**5. Update on Fire Department**

A committee tasked with addressing issues raised by members of the Albion Fire Auxiliary has researched areas of concern and is putting together an outline in preparation for meeting with Auxiliary members to discuss the items.

**OPEN DISCUSSION: NONE**

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

**1. Design Engineering for Paving - Jay Stankiewicz, PE, Fleis & Vandenbrink**

Mr. Jay Stankiewicz was present to introduce himself to town council members. He reported he has over 20 years' experience working with towns on their engineering needs and understands budget constraints. The design process has started and residents will see flags going up for line locates and surveying purposes. Fleis & Vandenbrink will send notifications to affected property owners. Stimpson said town employees will remove the flags once the necessary work is completed.

**2. Approval of Resolution 2018-05 – 2018/2019 Budget Cuts/Transfers**

Council voted to approve Resolution 2018-05, motion made by Magnuson, seconded by Weber, carried 5 Ayes, 0 Nays. The resolution authorizes the Clerk-Treasurer and Town Manager to make cuts/transfers to the 2018 and/or 2019 departmental budgets as necessary.

**3. Disposal Lists**

Department Heads are expected to have a list of items for disposal submitted to the town manager by Friday, March 16, 2018. Wynn will then determine the best means for disposing of the items as allowed per statute.

**DEPARTMENT HEADS:**

**Park/Cemetery Departments**

Council acknowledged receipt of the department's monthly report. A committee formed to address cemetery issues, including updating cemetery rules and fees, will have their first meeting Wednesday, March 21, 2018. Part-time employees have been hired to fill open mowing positions. The new mower will be picked up this week. New shelving has been installed in the maintenance barn at Valley View Park. The new Shade Structure has arrived and will be installed at Hidden Diamonds Park once the concrete is completed. New martin houses and wood duck boxes will be put up soon. Heavy rains produced flooding of Croft Ditch in Hidden Diamonds Park resulting in washed away stone and bank erosion. Myers said the damage could have been much worse. Areas needing attention will be addressed when weather permits.

**Street/Cemetery Departments**

Council acknowledged receipt of the department's monthly report. Street employees have been working to replace the arm on the mechanical boom of the Vactor truck. Stimpson will provide council with a written synopsis of the information he learned at Road School last week. He reported moisture in cracks is causing issues with a sealer application to adhere to streets. He said they will be waiting longer after it rains to let things dry out before sealing/crack filling streets. Upcoming projects include replacing sections of deteriorating sidewalk near the front entrance of the Albion Municipal Building. A complaint received from a resident regarding snow removal around Courthouse Square has been resolved. Jellison congratulated Stimpson on completion of Certified Supervisor's Training. It was noted the flower inserts for the downtown flower planters are ready for pick up by Countryscapes and Gardens.

**Water/Wastewater Departments**

Council acknowledged receipt of the department's monthly report. A leak investigation resulted in finding a local industry had inadvertently left a valve open during a cleaning process at their facility. The valve has since been closed. Forker is working on preparing an RFQ for painting the south water tower. He hopes to have the RFQ out by April. An aerator motor is being repaired. Forker reported he met with representatives from Wessler Engineering to begin the design engineering process for infrastructure improvements for ammonia treatment at the wastewater ponds. They went over the Town's existing system, and reviewed flow data and operation reports. This information will be studied and discussed with the committee. Morr expressed concerns that the process is moving too slowly. Likewise, Weber also expressed frustration with the length of time it has taken to address ammonia treatment. Forker said a recommendation from Wessler and the committee is expected to be ready for council consideration at the April 24, 2018 council meeting. Council members asked Forker to see if a representative from Wessler Engineering would come to the next council meeting on March 27, 2018 to introduce themselves to council. Council members approved a request by Forker to purchase up to \$24,000 in chemicals to treat the wastewater ponds in order to maintain IDEM compliance. Motion made by Forker, seconded by Morr, carried 5 Ayes, 0 Nays. Forker said in addition to purchasing aluminum sulfate, he would also like to try enzymes to aid in sludge reduction.

**OTHER COMMENTS:**

**Central Noble Pride Month - May**

Wynn will be working with a vendor to come up with a design for banners to be placed around town during the month of May in recognition of Central Noble Schools. The banners will be placed on poles using existing hardware. Wynn will send the design to council members for approval before ordering. The cost is expected to be approximately \$1,000. CEDIT funds are allocated for the purchase. Magnuson noted the wording should be legible for passing motorists. Shultz reported the Noble County Courthouse Square Preservation Society is planning on planting flowers around Courthouse Square using school colors.

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

After discussion, Shultz motioned to approve Payroll and Accounts Payable Vouchers as of March 1, 2018 & March 13, 2018, seconded by Weber, 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, Shultz motioned to adjourn the meeting at 6:54 pm, seconded by Morr, carried 5 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on March 27, 2018 at 6:00 pm, at the Albion Municipal Building, 211 East Park Drive, Albion, IN.

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VICKI E. JELLISON, PRESIDENT

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CHRISTINA K. MAGNUSON, VICE-PRESIDENT

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JOHN D. MORR, MEMBER

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DONALD J. SHULTZ, MEMBER

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MAX C. WEBER, MEMBER

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