

**Albion Town Council
Tuesday, April 26, 2016, 6:00 pm
Albion Municipal Building
211 East Park Drive, Albion, IN, 46701**

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

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

OTHERS: Carol A. Selby, Clerk-Treasurer
Stefen Wynn, Town Manager
Mike Yoder, Town Attorney
Matt Getts, KPC Media
Brad Rollins, Fire Dept
Mark Tarlton, Street/Cemetery Depts
Terry Forker, Water/Wastewater Depts
Trince Hursey, Police Dept
Nathan Mueller, Police Rerserves
Shane Coney, Fire Dept
Aaron Knight, Fire Dept
Bill Etzler, ERI
David Leatherman

APPROVAL OF MINUTES: Morr asked for approval of the minutes from the regular meeting on April 12, 2016. Jellison motioned to approve the minutes, seconded by Weber, carried 5 Ayes, 0 Nays.

ANNOUNCEMENTS:

Municipal Law Seminar – May 18, 2016

Town attorney Mike Yoder announced an educational seminar will be streamed to the Albion Municipal Building. Council members are invited to view the seminar which will be held from 9:00am – 4:30pm.

OPEN DISCUSSION:

David Leatherman – Tree removal complaint

Council members heard a complaint from David Leatherman regarding a tree that was cut down on property he said is owned by his family. The tree was located within the town's right of way off of Fifth Street. It's believed officials from the Noble County Highway Department wanted the tree removed in preparation for facility improvements. Town attorney Mike Yoder said the town will look into the facts of the matter. Town manager Stefen Wynn will meet with Mr. Leatherman at a later date to follow up on the matter.

OLD BUSINESS:

1. Tornado Sirens

Town manager Stefen Wynn reported he contacted ERS, the vendor that supplied the town's two new weather sirens, to help diagnose why the town's weather sirens are difficult to hear in some areas of town. ERS sent an engineer out recently to review the siren's coverage area, and to make sure the sirens are functioning properly. It was determined the sirens are rotating 360 degrees and working as intended. Due to Albion's topography, some areas, such as Dairy Queen are set in a valley which may make it more difficult to hear the sirens when indoors. Council members discussed using one of the old, spare sirens to try and improve coverage. Town council member Max Weber suggested locating the spare siren at the site of the old water tower where electricity is already available.

2. Income Surveys

Approximately 41 more surveys are needed. Wynn will get packets together for volunteers to obtain additional surveys.

NEW BUSINESS:

1. Approval of Special Events Permit Policy – Ordinance No. 2016-09

Council tabled this item until the May 10th meeting. Language will be added to clarify that events held at the fire station fall under jurisdiction of policies set by the Albion Fire Board. This will be similar to language regarding use of park facilities being subject to park board policies.

2. Approval of Tax Abatement Compliance Forms (CF-1)

Council members voted to approve a recommendation by the Tax Abatement Committee (John Morr, Max Weber, Stefen Wynn) to approve (3) CF-1 Forms for B&J Specialties and (1) CF-1 Form for Bosche. Motion made by Weber, seconded by Jellison, carried 4 Ayes, 1 Abstention per Don Shultz. Shultz said he did not want to vote without first reviewing the documents. Additional compliance forms will be reviewed at the next meeting on May 10, 2016.

3. Storage of House Trailers – Consideration of Ordinance Amendment

This topic was tabled until a future meeting.

4. Consideration of Quotes for Inspection of Water Towers

Council voted to approve the lowest most responsive and responsible quote from Dixson Engineering, Inc for \$4,570 for inspecting the town's two water towers. Motion made by Jellison, seconded by Weber, carried 5 Ayes, 0 Nays. Other quotes received included: The Leary Construction Co., Inc - \$5,500; Pittsburg Tank & Tower Maintenance Co., Inc - \$6,900 (\$6,000 option if both done in same trip).

OTHER COMMENTS:

1. Notice of lawsuit

Attorney Mike Yoder reported he received notice the Town and BZA are being sued. Yoder indicated he does not think there is any legal basis for the suit and will be addressing the matter.

2. Care of downtown flower pots

Town council member Chris Magnuson is coordinating the care of the town's decorative flowers located around Courthouse Square. She will contact Countryscapes & Gardens to discuss the best schedule for watering and fertilizing. Volunteers and town employees will help take care of the plants.

3. Paper Copies

In an effort to reduce time and paper involved in making copies, council members only want paper copies of Agendas and Minutes. Other items may be scanned and emailed.

4. Pharmacy Board Meeting

Town council president John Morr reported the State Pharmacy Board wants legislators to come up with guidelines pertaining to Telepharms before considering this type of pharmacy in the State of Indiana. He said he tried to get Albion approved for a Pilot Program, but the board would not go for it. Morr said the next step is to find a sponsor(s) for legislation.

5. “Welcome to Albion” sign

The sign is tentatively scheduled to be completed the second week of May.

6. Sexton & Associates – 50/50 Façade Grant

Replacement of the canopy at Sexton & Associates East Main Street business is hoped to be completed before the Chain O' Lakes Festival.

DEPARTMENT HEADS:

Brad Rollins, Fire Dept – Rollins provided a summary of his monthly report. Grass fire runs are down. Saturday, May 21, 2016 a full scale training exercise is to be conducted. Pump testing is coming up and hoped to be under \$1,000. Rollins is in the process of obtaining quotes for ladder testing which he also anticipates to be under \$1,000. Magnuson said she needs a form to fill out for borrowing chairs from the fire station for the Chain O' Lakes Festival.

Terry Forker, Water/Wastewater Depts – Council acknowledged receipt of the monthly report. The County is dumping leachate directly into the wastewater ponds instead of a manhole due to resident complaints about the truck traffic and children playing in the area. Council approved the purchase of a 2” compound water meter from EJP for \$1,684.14. Motion made by Weber, seconded by Shultz. The meter will be installed at Autumn Hills. Forker reported town employee Aaron McGinnis would like to pursue obtaining a wastewater license by preparing for the state exam by attending upcoming training. Registration is \$400 plus books. Council members seemed receptive to the idea. An engineer from ERI will be at the meeting on May 10th to discuss upcoming infrastructure projects.

Mark Tarlton, Street/Cemetery Depts – Council acknowledged receipt of the monthly report. When asked about prioritizing which streets to sweep first, Tarlton reported they usually begin with streets that have curbs. Some streets in the North Ridge area are showing signs of cracking or “alligator” spots. The Total Patcher will be used to address those areas. The dept is addressing potholes and adding stone to alleys. Tarlton would like to apply calcium chloride on alleys again. It works to harden the surface which helps reduce washouts and works to control dust. Placement of signs near the railroad was discussed.

APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS: After discussion, Weber motioned to approve Accounts Payable and Payroll Vouchers as of April 14, 2016 and April 26, 2016, seconded by Jellison, 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, Morr asked for a motion to adjourn the meeting at 7:20 p.m., so moved by Shultz, seconded by Weber, carried 5 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on May 10, 2016 at the Albion Municipal Building, 211 East Park Drive, Albion, IN.