

Albion Town Council
Tuesday, May 10, 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: Shannon McFarland, Deputy Clerk-Treasurer
Stefen Wynn, Town Manager
Matt Getts, KPC Media
Brad Rollins, Fire Dept
Shane Coney, Fire Dept
Terry Forker, Water/Wastewater Depts
Aaron McGinnis, Water/Wastewater Depts
Tom Lock, Police Dept
Casey Myers, Parks Dept
Bill Etzler, ERI
Derek Frederickson, ERI
Jeff Weaver, ERI
Scott Allen, ERI
Sharon Leitch
Bernie Lawson
David Leatherman

APPROVAL OF MINUTES: Morr asked for approval of the minutes from the regular meeting on April 26, 2016. Jellison motioned to approve the minutes, seconded by Weber, carried 5 Ayes, 0 Nays. All signed, attested by McFarland.

ANNOUNCEMENTS:

1. Spring Clean-up & Goodwill Truck – May 14, 2016

The spring clean-up and goodwill truck will be here May 14th. It has been posted on social media. The spring clean-up will start at 6:00 am. They will not back track to any address once they pick trash up. The Goodwill truck will be located across the Albion Post Office again from 9:00 am. to 12:00 pm.

2. Relay for Life – May 21, 2016 from 11:00 am – 11:00 pm, Courthouse Square

The Relay for Life will be in town on May 21st. Magnuson stated that they will be decorating the police booth soon.

OPEN DISCUSSION:

Rules for Conducting Meetings

Morr went over rules to conduct our public meetings. He went over the correct way that the public gets on the agenda. He stated that the Open Discussion items are there for Council. They can suspend rules (by vote) to allow people/groups to be placed on the agenda as they deem necessary. A group should appoint one spokesperson for their meeting night. Jellison stated that it would be easier to search if these items were under Old Business or New Business.

Citizen Comments - David Leatherman

Council members heard a complaint from David Leatherman regarding a tree that was cut down on property he said is owned by his family. Leatherman stated that this is the best board in the last 50 years. He is very impressed with Wynn. He stated that he is very upset with Street Superintendent, Mark Tarlton, for his actions regarding the decision to remove the tree. Leatherman isn't asking for money for the tree; however, he would like a new maple tree planted. Council said they would take that into consideration. Morr did apologize on behalf of the Town of Albion. We do have a Communication Policy in effect as of March 8th.

Leatherman also stated that Frontier had tore up his property while installing the fiber optic. He feels that it should be fixed. It is located by the water hydrant.

OLD BUSINESS:

1. Income Surveys

Weber asked about the income surveys. Approximately 41 more surveys are needed. Wynn will get packets together for Weber to obtain additional surveys.

2. Tornado Sirens

Weber inquired about the tornado sirens. Morr stated that this will be in the Town Manager's report.

NEW BUSINESS:

1. Engineering Resources, Inc – Update on Infrastructure Projects

Jeff Weaver did a presentation on behalf of Engineering Resources, Inc. He was here to do an update on the cost of construction for street projects and water projects.

The Street and Sidewalk Projects were originally going to be \$391,000 and now are estimated at \$465,000. Weaver gave various reasons for the increase in costs. Wynn had met with school representatives and they don't really want a sidewalk (as originally planned) for security reasons. Wynn is currently working with the school for a solution. Council talked about putting the sidewalk in by guardrail on Main Street. Weaver stated that in regards to 7th Street, more pavement work is needed and that is why the cost has increased. It will cost more due to the drainage off of the street. It will be \$187,000 if we crown the street. If you choose to only mill and resurface, it would save roughly \$46,000. The main difference is the way the water is being drained off of the street. The streets seem to be draining well at this time. Weaver didn't see water standing on the street. There was just water standing on the side of the streets.

South Park Drive and East Park Drive are at the end of their life cycles. They need to be completely reconstructed. Weaver stated they could proof the stone and see if they're wrong. He stated that it is very unlikely that the streets are not at the end of their life cycles.

The water projects were originally going to be \$329,000 and now are estimated at \$510,000. Weaver gave various reasons for the increase in costs. Weaver feels that Water Project #1 is very critical for long term development. We currently have small water mains. It will help with available pressure. Forker stated that Project 1 needs to be done. We can put in a 12 inch line and loop it without ripping out existing waterlines. It would then tie into a 6 inch service on the west end of town. We will be putting in 10 new fire hydrants. The cost is a lot higher due to directional drilling being more expensive. Forker stated that he would like all open cuts instead of directional drilling. He stated that we will have to have open cuts to do the water main taps.

The property owners just want to verify what will happen on their property. Weaver stated that the properties should be restored to their current condition. Morr suggested that they have a meet and greet with property owners. Wynn stated that we should do this to comply with our new communication policy. Morr asked if ERI would be willing to come up and do a walk thru. It was decided that ERI will have a meet and greet with residents. Morr just wanted to make sure that Forker and Tarlton be included in the walk thru.

Morr stated that he would like to see the project finished before winter hits. Weaver stated that if we complete documents and advertise it wouldn't be a problem being finished before winter. We could start the bid package by the end of June. Wynn stated that he had met with Selby and they can find the funding for the projects.

On Liberty Street: This project was added late. It is a warranted project. We will be going from a 1 ½ inch service to a 6 inch service. There will be a fire hydrant in the middle.

On York Street: Magnuson questioned the county drain by Caswell's property. It is McGinnis' understanding that this was pushed back because we aren't paving the street.

Magnuson made a motion to move forward with all 7 Water and TIF Legacy Projects, seconded by Weber. 5 Ayes, 0 Nays.

West Main Street: Scott with Engineering Resources, Inc presented Council with an update on the West Main Street Project. At this time, nothing else is needed. We have certain rules to follow since it is a federally funded project. INDOT has our plans currently. ERI will be meeting with all utilities on Friday, May 13th from 10:00 am – 12:00 pm. He also has a stake holders meeting on Friday, May 13th from 1:00 pm – 2:30 pm. Magnuson will try to attend this meeting. Morr also stated that he will try to attend the stakeholder's meeting. Magnuson stated that Joyce Gage should be contacted about the meeting on May 13th with ERI. Stefen stated that he will contact Joyce. INDOT will review the information in August. They will be looking at right-of-ways and doing an impact study. We will then have to hold a public meeting.

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

Morr asked for comments in regards to the ordinance. Wynn had included existing application forms. The major change was a clause regards to Fire Station events be left up to the Fire Chief.

It was questioned about the American Legion's Memorial Day Parade. Magnuson presented Council a question if the Town of Albion would be able to host and organize the parade. Wynn stated that he didn't see a problem with it. Weber stated that the American Legion has always hosted the parade in the past. He expressed concerns with other organizations wanting the Town of Albion to host their events in the future.

Morr expressed concerns with including the building use and park use forms. He didn't feel that they should be included since we may need to change the forms in the future. Wynn stated that the Town Council designates the Town Manager as the administrator, and that he can approve changes to the application per verbiage in the ordinance.

After discussion, Weber caused the Ordinance to be read for the first time by title only. Jellison made a motion for the adoption of the Ordinance, Weber seconded the motion. The vote in favor of passage of the Ordinance on its first reading was 5 Ayes, 0 Nays.

Weber made a motion to suspend the rules to allow for the reading of the Ordinance for a second time by title only, seconded by Jellison. A vote was called on the motion to suspend the rules and the vote was 5 Ayes, 0 Nays. Weber caused the Ordinance to be read a second time by title only. Jellison made a motion for the adoption of the Ordinance on it' second reading, Shultz seconded the motion. The vote in favor of passage of the Ordinance on its second reading was 5 Ayes, 0 Nays. The Ordinance is effective July 1, 2016.

3. 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 (4) CF-1 Forms for B&J Specialties and (2) CF-1Forms for Busche, (2) CF-1Forms for Dexter Axle, and (1) CF-1Form for QSI Automation. Motion made by Weber, seconded by Jellison, carried 5 Ayes, 0 Nays.

4. Storage of House Trailers – Consideration of Ordinance Amendment

Wynn stated that Yoder recommended repealing the 1965 Ordinance and follow the zoning. This was tabled until a future meeting. The Ordinance should be effective July 1, 2016.

5. Approval of Bi-Annual Fire Pay

Council members voted to approve the Bi-Annual Fire Pay. Motion made by Weber, seconded by Magnuson, carried 5 Ayes, 0 Nays.

6. Consideration of Rezoning from Residential 3 (R3) to Central Business (CB)

This is for common location 201 S Orange St. Petitioners Michael McCoy and Colleen Craig dba Fox Trail Farms. Weber stated that it was zoned CB about 3 years ago. They have a parking plan in motion. It was passed by the BZA unanimously. Morr asked to approve the rezoning from R3 to CB. Motion made by Weber, seconded by Jellison, carried 5 Ayes, 0 Nays.

The interlocal Agreement with the County

There were a few minor changes in the truck by-pass CR 400, CR 150 Project. This agreement will save us \$18,402. Zack Smith forwarded this to Wynn this afternoon. We need to move on it because his deadline is Friday, May 13th. Jellison moved to sign the agreement (subject to attorney's approval), seconded by Weber. 5 Ayes, 0 Nays.

DEPARTMENT HEADS:

Casey Myers, Park Dept – Council acknowledged receipt of the monthly report. Myers stated that he has been working on the disc golf. We are currently 100% funded for the Hoosier Basketball Program. We can still take extra money for extra basketball hoops. He is looking to get quotes in June. Myers will be meeting with Selby on May 26th to put together a spreadsheet for all donations. We currently have raised \$50,615. The construction cost should be \$47,000. Myers was questioned about Splash Pad painting. He said there is no current plans to paint at this time. We wax the fixtures and it seems to help with fading issues. Weber stated he is happy with the positive feedback from Facebook. Myers also stated that the Cub Scouts have put 3 picnic tables together tonight.

Tom Lock, Police Dept – Council acknowledged receipt of the monthly report. He stated that the department will be very busy with festivals and training the next few months. Ordinance Violations are up this month. It is mostly due to high grass. Residents are having issues cutting grass due to high volume of rain. Lock has spoken with Wynn about curbs needing painted around the courthouse. Lock has voided a few tickets as the parking spots are not currently painted very well. Wynn stated the Street Dept has this on their list to do. The Street Dept will be asking for a better painting machine. We need something that will make the paint last longer. It seems like we're painting curbs every year. It could cost between \$3000-\$4000.

Stefen Wynn – Town Manager – Council acknowledged receipt of the monthly report. Council had discussion on the tornado sirens. Jellison thought that what we purchased would cover everything that needed to be covered. Morr wants to check on moving the old siren and place at the street under the old water tower. We will send someone out to check by Dave Pippenger's property to verify the siren is working. "Welcome to Albion" signs should be wrapped on Friday (weather permitting). Wynn wants to hire a part-time employee to oversee construction projects. He stated that he has contacted colleges about interns. We also have qualified for a 50/50 grant that will allow students to get a stipend. Koorsen will be here on May 24th at 9 am to install the sprinkler system in the evidence locker room. Magnuson asked if the Total Patcher could be used as long as the road is dry. Corey Short and Kevin Todd installed the lighting in the front lobby area this afternoon.

INDOT will be milling and resurfacing State Road 9 on May 16th. The project should be done within 2 days.

Farm Lease: Do we want to move forward with plans for that area? Myers stated that we probably won't move forward with plans there for a few years. Morr stated that maybe we should enter an agreement for 3 years. Morr and Wynn feel this should be bidded out and not just renewed. We need to check with Yoder if we can insert a clause so if we move forward with plans, that we can have 2-3 acres.

Wynn commented on the grants for aed's. He said we can get one for \$1,359. We have an employee that can install it. He feels we need one soon. Morr stated we need one with, or without the grant. Jellison motioned to purchase an AED and cabinet, seconded by Shultz. 5 Ayes, 0 Nays.

Roof At Water Plant:

Morr questioned the roof at the Water Plant. Wynn stated that everything looks very good. Weber stated he had seen something hanging down. It was discovered that it was an expansion plate so the fascia doesn't crack. Wynn stated they did extra work at no cost. They had purchased lumber to create one gutter. The water was flowing very good out of the gutter.

EDC Building:

Magnuson questioned if we should repair the brick at the EDC building. Wynn feels the brick needs to be fixed. He asked that the Water Plant brick gets fixed at the same time. After discussion, Council decided to get quotes for the brick work.

Morr thanked Magnuson for cleaning up a bad oil spill by Jim & Linda McCoy's property. Morr was out of town and she put green environmental oil dry on the leak.

APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS:

Magnuson motioned to approve Accounts Payable and Payroll Vouchers as of April 27, 2016, April 28, 2016, and May 10, 2016, seconded by Jellison, carried 5 Ayes, 0 Nays, submitted and reviewed, attested by McFarland.

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 8:33 p.m., so moved by Weber, 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 May 24, 2016 at the Albion Municipal Building, 211 East Park Drive, Albion, IN.

JOHN D. MORR, PRESIDENT

MAX C. WEBER, VICE-PRESIDENT

VICKI E. JELLISON, MEMBER

CHRISTINA K. MAGNUSON, MEMBER

DONALD J. SHULTZ, MEMBER

ATTEST:

CAROL A. SELBY, CLERK-TREASURER