

**Albion Town Council**  
**Tuesday, June 27, 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  
Don Shultz, Member

**ABSENT:** John Morr, Member

**OTHERS:** Carol A. Selby, Clerk-Treasurer  
Stefen Wynn, Town Manager  
Bill Eberhard, Town Attorney  
Matt Getts, KPC Media  
Brad Rollins, Fire Dept  
Tom Lock, Police Dept  
Scott Cole, Police Dept  
Brian Stimpson, Street/Cemetery Depts  
Jeff Rowe, Umbaugh & Associates  
Sharon Leitch  
Mitch Fiandt  
Mike Shellman  
Justin, Jagger, Georgia Diehm

**APPROVAL OF MINUTES:** Weber asked for approval of the minutes from the regular and executive meetings on June 13, 2017. Shultz motioned to approve the minutes, seconded by Jellison, carried 4 Ayes, 0 Nays.

**PUBLIC HEARING:**

**Water & Wastewater Utility Rate Increase – Ordinance No. 2017-12 & 2017-13 2<sup>nd</sup> Reading/Final Adoption**

The public hearing was called to order at 6:03 pm. Council president Max Weber asked for public comment. There being no public comment, Weber closed the public hearing at 6:04 pm and opened the floor for discussion between council members. It was noted a sub-committee met with representatives from the Skinner Lake Sewer District and cleared up any confusion they had regarding the wastewater rate increase. Jellison motioned to adjourn the public hearing at 6:05 pm, seconded by Shultz, carried 4 Ayes, 0 Nays. Council then voted to adopt Ordinance No. 2017-12 and 2017-13 on its 2<sup>nd</sup> Reading as follows.

Ordinance No. 2017-12 - First Reading

Magnuson caused Ordinance No. 2017-12, Amending Section 2, Subparagraphs A., B., and C. of Ordinance No. 2011-01, and Amending Section 2, Subparagraph D. of Ordinance No. 2000-6 Setting Rates to be Charged for Monthly Sewer Service for (A) Metered Users; (B) Unmetered Users; (C) Wholesale Charge for Skinner Lake Area; and (D) Tapping Fees; Rendered by the Sewer Utility of the Town of Albion Ordinance 2017-12 to be read for the second time by title only. Shultz made a motion for adoption of Ordinance 2017-12 as amended, seconded by Jellison, carried 4 Ayes, 0 Nays.

Ordinance No. 2017-13 - Second Reading

Magnuson caused Ordinance No. 2017-13, Amending Ordinances No. 2005-01, No. 2000-24 and No. 2000-7 in their entirety and Establishing Rates and Charges for the Use and Services Rendered by the Water Utility of the Town of Albion. Magnuson made a motion for approval of Ordinance 2017-13 as read, seconded by Jellison, carried 4 Ayes, 0 Nays.

A 3-year incremental rate increase is being proposed for the wastewater utility. Rate increases for the wastewater utility will be effective September 1, 2017, September 1, 2018, and September 1, 2019. A one-time rate increase for the water utility will be

effective September 1, 2018. Jeff Rowe, Umbaugh & Associates will prepare rate tables for the town's use. Komputrol, the town's software provider will provide utility billing updates for implementation of the increases.

**ANNOUNCEMENTS:**

1. The annual Fireworks Display is scheduled for July 3, 2017 at dusk. The rain date is July 8, 2017.
2. Council president Max Weber, and council member John Morr both have prior commitments and will not be present at the July 11, 2017 town council meeting.
3. Jellison motioned to add an item to the agenda, consideration of Lagoon System Evaluation Quote, seconded by Shultz, carried 4 Ayes, 0 Nays.

**OPEN DISCUSSION:**

Water Main Replacement Project – Wynn reported he is still trying to work with Crosby regarding billing discrepancies and completion of finish work for last year's water main replacement project. He should have a schedule from Crosby by the end of next week.

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

**1. Consideration of 2018 Fire Protection Agreement with Township Trustees**

Council voted to approve the proposed 2018 Fire Protection Agreement between the Albion Town Council and the following five township trustees for fire protection services provided by the Albion Volunteer Fire Department. Motion made by Shultz, seconded by Jellison, carried 4 Ayes, 0 Nays.

- Albion Township – Casey Myers
- Elkhart Township – Pennie Phares
- Green Township – Michelle Pippenger
- Jefferson Township – Marc Fisher
- York Township – Linda Kerlin

Township trustees were invited to attend tonight's meeting. The proposed fire department budget is \$177,417 which represents a 2.0% increase over the current year's budget. The increase is slated to help with costs for replacing the fire department's radios.

**2. Consideration of Employee Handbook – Ordinance No. 2017-14 – 1<sup>st</sup> Reading**

Council members voted to table approval of the proposed Employee Handbook until the next meeting, noting several changes need to be made before the first reading.

**3. Consideration of Liability, Workers Comp, Accident/Sickness Insurance**

The aggregate premium costs for the town's Liability, Worker's Comp, Fire AD&D, and Police AD&D insurance are \$309 less than last year's annualized premium. The total cost is \$91,463. After discussion, Jellison motioned to accept the insurance committee's recommendation to approve the quote from Black & Ramer Insurance, seconded by Shultz, carried 4 Ayes, 0 Nays. The policy term is July 10, 2017 – July 10, 2018. It was noted a comparison of the insurance company's Statement of Values with the town's inventory records still needs completed.

**4. Lagoon Performance Evaluation – IDEM Ammonia Limits/Compliance**

Based upon a recommendation by David Denman, IDEM, Council members voted to approve a proposal from Steven Harris, H&S Environmental, LLC for \$4,800.00 for on-site wastewater diagnostic testing and evaluation of the town's wastewater lagoon system. Motion made by Jellison, seconded by Magnuson, carried 4 Ayes, 0 Nays. Harris' report will provide a detailed report outlining recommendations for optimizing treatment, including ammonia limitations. It was noted Mr. Harris is considered a leading expert in the area of wastewater treatment, and has authored a book on the subject.

**DEPARTMENT HEADS:**

**Fire Dept – Brad Rollins**

Council acknowledged receipt of the department's monthly report. Rollins reported May was a busy month with a total of 43 runs. The Fish Fry Fundraiser at the fire station was well attended. The restored fire bell has been installed in front of the fire station. The

dept has plans to construct a roof over the top of the bell and install lights. The dept also plans to update the awning over the fire station entrance. If the dept's 800 MHz radios do not accept new flash codes, the dept will be seeking quotes for new radios.

**Police Dept – Tom Lock**

Council acknowledged receipt of the department's monthly report. EMA director Mick Newton will be at the July 25, 2017 town council meeting to present updates to the Railroad Hazard Mitigation Plan. The 15-30-minute presentation will outline a plan of action for responding in the event of a train derailment disaster. P25 compliance for the dept's 800 MHz radios is complete (still working out some problems). The Parking & Traffic Committee is working on updating the town's ordinance pertaining to All Terrain Vehicles. Until an updated ordinance is passed, Lock reported officers will follow Indiana State Statutes regarding enforcement.

**Town Manager – Stefen Wynn**

Council acknowledged receipt of the department's monthly report. A Hometown Collaborative Initiative meeting is scheduled for tomorrow, June 28, 2017 at 1:00 pm in the Albion Municipal Building. Representatives from Medicom will be at the Albion Municipal Building at 3:30 pm on June 28, 2017 for a presentation on offering 1 gigabyte Internet service to rural communities. Wynn reported he is working on a redevelopment plan for the downtown area, and requested permission to apply for a blight elimination grant. Council voted to approve the grant submission, motion made by Magnuson, seconded by Jellison, carried 4 Ayes, 0 Nays. Selby asked if the grant was 100% or if it required a local match. Wynn will check to verify the amount of the local match.

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

After discussion, Jellison motioned to approve Payroll and Accounts Payable Vouchers as of June 22, 2017 and June 27, 2017 seconded by Magnuson, carried 4 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 6:57 pm, seconded by Jellison, carried 4 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on July 11, 2017 at the Albion Municipal Building, 211 East Park Drive, Albion, IN.