

**Albion Town Council**  
**Tuesday, July 24, 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  
Don Shultz, Member  
Max Weber, Member  
John Morr, Member

**OTHERS:** Carol A. Selby, Clerk-Treasurer  
Stefen Wynn, Town Manager  
Matt Getts, KPC Media  
Kevin Kelly, Our Hometown News, Avilla  
Tom Lock, Police Dept  
John Urso, Fire Dept  
Sharon Leitch  
Dan Mason  
Justin Diehm

**APPROVAL OF MINUTES:** Minutes from the regular meeting on July 10, 2018 were approved. Motion made by Shultz, seconded by Weber, carried 5 Ayes, 0 Nays.

**ANNOUNCEMENTS:**

1. Retirement Party for Gene Lock – August 28, 2018, 5:00 pm, Albion Municipal Building
2. Albion S.T.A.R. Team Albionopoly – July 27, 2018, 5:30 pm, Courthouse Square
3. Chain O’ Lakes Festival Committee members, along with members of the community are working to renovate the Police Booth located on Courthouse Square.
4. The Brimfield Bridge Project is complete. Council thanked all departments for their assistance during the US 6 Detour.

**OLD BUSINESS:**

Disposal of equipment via an online auction through Littlejohn Auctions was successful.

**NEW BUSINESS:**

**1. Ammonia Treatment Project – Open Bid Packets**

Council members opened bid packets from three contractors for the Guaranteed Savings Contract (GSC) Project for infrastructure improvements at the wastewater ponds. It was noted Wessler Engineering put together the RFQ and advertisement for the GSC Project which is based on drawings that are 60% complete. The successful contractor will work with officials from the Town and Wessler to complete plans and implementation/installation of the project. Council members took the bids under advisement. The WWTP Committee (Don Shultz, Max Weber, Stefen Wynn, Terry Forker, and Aaron McGinnis) will review responses for the Request for Qualifications, score contractors, negotiate a price and make a recommendation to council

as to which contractor should be awarded the project. Council will consider the recommendation during their August 28, 2018. Contractors submitting bid packets included: Bowen Engineering Corporation, Kokosing Industrial, and Performance Services. TIF and Wastewater funds are allocated for the project.

## **2. Consideration of Purchases for Fire Department**

**a. Dual Band Radios** - Council tabled consideration of purchasing dual band radios. In an email to council, Fire Chief Bob Amber said he would like to wait until later in the year, or next year to consider the purchase to ensure adequate funding is available.

**b. Grass Truck** - Town Marshal Tom Lock, who also serves as chair of the fire department's truck committee, provided an update on the proposed purchase of a new grass truck. Lock said the new truck would replace the 2004 Grass truck which has had electrical issues. After discussion, council approved the request to proceed with obtaining quotes for the truck's chassis. Motion made by Shultz, seconded by Magnuson, carried 5 Ayes, 0 Nays. Equipment and installation of equipment on the chassis will be quoted separately. Council will consider the truck committee's recommendation at their meeting on August 28, 2018. Rainy Day and Public Safety LIT funds are allocated toward the purchase.

## **3. Acknowledgement of Council President Appointments to the Plan Commission**

Town Council President Vicki Jellison announced she has appointed two new members to fill democratic vacancies on the Plan Commission. Matt Phillips and Cheri Correa will fill the vacancies. Both appointees fulfill the requirements of being registered democrats and residing inside town limits.

### **DEPARTMENT HEADS:**

#### **Fire Dept**

Assistant Fire Chief John Urso, who was filling in for Fire Chief Bob Amber, provided an overview of the fire department's monthly report. Total hours for June were 942 which is up significantly due to increased training hours and mutual aid for the fire at the McCray Refrigeration facility in Kendallville. Seven individuals should graduate from the Firefighter I Class by the end of the month. Council would like to recognize those firefighters at their meeting on August 28, 2018.

#### **Police Dept**

Council acknowledged receipt of the department's monthly report. Town Marshal Tom Lock announced Craig Bear has transferred from the Police Department to the Street Department, and Corey Short has transferred from the Street Department to the Police Department effective July 15, 2018. Lock has hired Bob Vernon to serve as a part-time police officer. Officer Vernon has worked in law enforcement for 27 years and is relocating to the area from Logansport. Lock will introduce Vernon to the council at their meeting on August 28, 2018. Both Lock and Wynn are working with CSX officials to try and get the Railroad to address tall weeds and grass within their right of way. Magnuson said she would like to see all town departments more proactive in identifying and addressing problems around town (i.e. tall weeds and grass, potholes, streetlight outages, junk, etc) rather than waiting for someone to file a complaint. Wynn will discuss this during the next Department Head meeting.

#### **Town Manager**

Town Manager Stefen Wynn provided a summary of his monthly report. He will be attending AIRW leadership training next week. The Noble County Economic Development Corporation is

contributing funds toward the Pill Box Pharmacy. The Rural Talent Attraction Committee will be meeting at Sylvan Cellars in Rome City on August 10, 2018 at 6:00 pm to discuss how to attract young people that have left for college, military, or other reasons back to their hometowns. Fleis & Vandenbrink is going to assist the town with applying for Local Trax funds for railroad underpass/overpass projects for State Road 9 and Seventh Street. The Parking & Traffic Committee met today and several revisions to the town's ordinance were discussed. Wynn reported he has offered to assist the Albion S.T.A.R Team in applying for 501c3 non-profit status. There are several items the S.T.A.R. Team needs to complete before their application may be submitted. The number of people following the Town's Social Media posts is growing. The Shade Structure for the Chess/Checker game at Hidden Diamonds Park has been installed. A bench/storage area will be fabricated for storage of the game pieces.

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

After discussion, Weber motioned to approve Payroll and Accounts Payable Vouchers as of July 19, 2018 & July 24, 2018, 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, the meeting was adjourned at 7:11 pm. Motion made by Weber, seconded by Magnuson, carried 5 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on August 14, 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