

Albion Town Council
Tuesday, September 27, 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
Vicki Jellison, Member
Chris Magnuson, Member
Don Shultz, Member

ABSENT: Max Weber, Vice-President

OTHERS: Carol A. Selby, Clerk-Treasurer
Stefen Wynn, Town Manager
Mike Yoder, Yoder & Kraus
Matt Getts, KPC Media
Brad Rollins, Fire Dept
Terry Forker, Water/Wastewater Depts
Kevin Todd, Street/Cemetery Depts
Shane Coney, Fire Dept

APPROVAL OF MINUTES: Morr asked for approval of the minutes from the regular meeting on September 13, 2016. Jellison motioned to approve the minutes, seconded by Magnuson, carried 4 Ayes, 0 Nays.

ANNOUNCEMENTS:

1. AWWA “Prime Movers” Award – Terry Forker

Council members congratulated Water/Wastewater superintendent Terry Forker for the award he recently received from the American Water Works Association. The award is given to operators of water utilities with under 5000 users and is based on reports and inspections for providing clean water. Forker said he accepted the award on behalf of all Town of Albion employees, saying it takes more than more person to provide safe drinking water to the community.

2. Chickens inside town limits

Town council president John Morr said he received information through IACT on what other municipalities are doing in response to increased interest by citizens to raise chickens within town limits. Morr offered to share this information with other council members. This topic will be addressed by council at the October 25, 2016 meeting.

OPEN DISCUSSION: NONE

OLD BUSINESS:

1. Town of Albion Flag – Town manager Stefen Wynn contacted Central Noble High School Art teacher Abbie Mault about involving area students in designing a Town of Albion flag. Dan Gagen, local artist and creator of the town’s logo, will also be contacted for input.

2. 2016 Sidewalk Projects – Pulver Asphalt Paving, Inc started work on this year’s sidewalk projects. Per bid specifications, the work is to be completed by November 1, 2016.

3. Tree Removal Projects – Arbor Tamer started work on this year’s tree removal projects. Per bid specifications, the work is to be completed by November 4, 2016.

4. Council member vacations – Council member Chris Magnuson will be absent from the October 11, 2016 Albion Town Council Meeting and council member Don Shultz will miss the October 25, 2016 meeting.

PUBLIC HEARING:

2016 Proposed Budget Estimates – Ref. Ordinance# 2016-20 (First Reading)

Town council president John Morr called the public hearing to order at 6:07 pm and asked for public comment. In a memo previously submitted to council members and the town manager, clerk-treasurer Carol Selby provided an overview of the \$4,427,470

proposed 2017 budget. The proposed 2017 Budget is higher than the estimated maximum levy allowed. Plans are to reduce unexpended appropriations from the 2016 budget at year-end to help minimize cuts to the 2017 budget. The public hearing was closed at 6:08 pm. After council discussion, Council voted to approve the proposed budget and Ordinance 2016-20 on its first reading as follows.

First Reading

Jellison caused Ordinance 2016-20, *An Ordinance for Appropriations and Tax Rates*, to be read for the first time by title only. Jellison motioned for approval of the ordinance, seconded by Magnuson, carried 4 Ayes, 0 Nays. The second reading and final adoption will be considered at the next meeting on October 11, 2016.

NEW BUSINESS:

1. Approval of 1929 Fire truck escort for Indiana Bicentennial torch bearer

Council approved a request made by Sheryl Prentice, Executive Director for Noble County Convention & Visitors Bureau to provide a driver and fire truck to escort torch bearer Clara Whan. Motion made by Jellison, seconded by Shultz, carried 4 Ayes, 0 Nays. Albion volunteer firefighter Phil Jacob volunteered to drive the 1929 antique fire truck. A backup vehicle will be on hand in case of inclement weather. The route will be along State Road 8 from 300E at Skinner Lake to Courthouse Square on September 29, 2016.

2. Consideration of 50/50 Façade Grant Application for Friendly Inn

The Redevelopment Commission (RDC) meeting originally scheduled for September 15, 2016 was rescheduled due to lack of a quorum. As such, council tabled this item until the RDC has an opportunity to meet and make a recommendation on the project. Motion made by Shultz, seconded by Magnuson, carried 4 Ayes, 0 Nays. Jellison also said the committee tasked with reviewing Façade Grant application guidelines should reconvene to determine if any changes to the program are needed. (The committee consists of two council members, two RDC members, and the town manager.)

3. Consideration of Quotes for Utility Rate Study

The Town is facing significant costs for utility improvements including treating wastewater for ammonia, water main replacement, water tower maintenance, etc. It is expected rate increases will be necessary to help fund these costs. At the last meeting on September 13, 2016, council members discussed three quotes for conducting a Rate Study for the water and wastewater utilities. The quote from H.J. Umbaugh & Associates included assisting with developing a capital improvements program and determining alternative financial funding while the other quotes did not. As such, council asked for clarification from the other quoters as to their fees for those services. It was noted an additional quote was received on September 14, 2016 from Carter, Dillion, and Umbaugh after the other quotes had been made public. A summary of the quotes is listed below:

	Rate Study	CIP & Financing	Total
Peters Municipal Consultants, LTD	\$ 8,000	\$7,000	\$15,000
London Witte Group	\$10,000	no reply	none provided
H. J. Umbaugh & Associates	\$10,500	included	\$10,500
Carter, Dillion, Umbaugh	\$ 7,000	\$175/hr	none provided

After discussion on costs for conducting a Rate Study for the water and wastewater utilities and assisting the town with developing a Capital Improvements Plan/Financing options, council members voted to approve a recommendation by Wynn and Selby to hire H.J. Umbaugh & Associates for \$10,500. Motion made by Shultz, seconded by Jellison, carried 4 Ayes, 0 Nays.

DEPARTMENT HEADS:

Brad Rollins, Fire Dept

Council acknowledged receipt of the department's monthly report. The fire department responded to 35 Runs and logged 178 man hours in August. Approximately 50 gallons of water was used to extinguish a car fire. The project to display the refurbished fire bell at the fire station is expected to begin this Fall, with completion anticipated in Spring 2017.

Terry Forker, Water/Wastewater Depts

Council acknowledged receipt of the department’s monthly report. Forker provided an update on the water main replacement project. Installation of new service taps is expected to begin soon. Some streetlights still need put up that were taken down during the water main installation. Over the weekend there were problems with the pump at the lift station located by Dollar General Store. The 5 horse power pump is 13 years old and will need rebuilt or replaced. A backup pump is being used in the meantime. The cost for Annual Well Sample testing came in higher than expected and exceeds the \$1,000 threshold requiring council approval. The testing is necessary for maintaining compliance with IDEM and insuring the quality of the town’s water. Shultz motioned to approve up to \$2,000 for the cost of testing, seconded by Jellison, carried 4 Ayes, 0 Nays. Forker provided a summary of results from the water tower inspections done by Dixon Engineering. The 1970 300,000-gallon water tower located off of S Park Drive may eventually need to be shrouded and sandblasted to remove exterior lead paint. The cost for that process is estimated at over \$200,000. The newest 300,000-gallon water tower located off of 400 N experienced some interior ice damage.

Kevin Todd, Street/Cemetery Depts

Council acknowledged receipt of the department’s monthly report. Leaf pickup is scheduled to begin October 17, 2016 through December 2, 2016 weather permitting. Todd explained the town is divided into four sections for leaf pickup. Employees go up and down streets one time until the entire town has received one full pass before starting the process over again. Painting of handicapped parking spaces is complete. Weed trimming and edging is being done in preparation for painting curbs. Todd reported some newer curbs have a sealer that prevents the curb paint from adhering, resulting in paint flaking off. It was noted it may be beneficial to require contractors to use a paintable sealer in future bid specifications. Maintenance on the leaf vacuum was done in preparation for leaf pickup. The equipment is aging and replacement in the near future is recommended.

APPROVAL OF ACCOUNTS PAYABLE & PAYROLL VOUCHERS: After discussion, Jellison motioned to approve Accounts Payable and Payroll Vouchers as of September 15, & September 27, 2016. Seconded by Shultz, carried 4 Ayes, 0 Nays, submitted and reviewed, attested by Carol A. Selby.

Mike Yoder – Recognition of service to the Town of Albion

Town attorney Mike Yoder was presented with a certificate in recognition of his 10 years of service to the Town of Albion. Mr. Yoder notified council members in July of his intention to resign as town attorney to dedicate more time to his private practice. Council members expressed appreciation for his legal advice over the years and wished him well.

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 6:50 p.m., so moved by Magnuson, seconded by Jellison, carried 4 Ayes, 0 Nays. The next regularly scheduled meeting is to be held on October 11, 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