



# 2013 City Council Activity Report

City of Albion, Nebraska

*A monthly summary of notable policy and legislative action taken by the Albion City Council  
during the year 2013.*



Notable 2013 Operations Activities for the City of Albion:

- ❖ Pool Committee met several times to review pool site plan and design details;
- ❖ The Pool Committee established a Capital Campaign to raise funds for the pool, setting – and surpassing – a \$450,000 fundraising goal;
- ❖ The City was awarded a \$100,000 Challenge Grant from the Peter Kiewit Foundation for the Pool Project;
- ❖ Installed EV Charging Station at White Star as part of a grant to being establishing charging network across the state;
- ❖ Several meetings were held regarding the punch list for the Water Well Project, little progress made in 2013;
- ❖ VFD issues resolved at the new well in late 2013;
- ❖ Scheduled installation for the stainless steel shaft at the new well for early January 2014;
- ❖ Water department reported progress in radio-read meter change-out program;
- ❖ Utility Billing surpassed the goal of 180 patrons utilizing the ACH automatic withdrawal payment option;
- ❖ Micro-surfacing street maintenance project completed on Downtown Asphalt Streets as well as a portion of 6<sup>th</sup> Street by the school;
- ❖ Street patch and maintenance project completed including Park Street between 6<sup>th</sup> and 7<sup>th</sup>;
- ❖ Due to Verizon conversion, public works employee phones upgraded resulting in enhanced cross department communication, infrastructure monitoring, and department-wide calendar scheduling;
- ❖ Police Department purchased 2010 Crown Victoria from Kansas Highway Patrol to replace wrecked cruiser;
- ❖ Library received \$5,500 grant to aid foundation repair and electrical upgrades at Library;
- ❖ Roof leaks at library were discovered due to needed tuck pointing and clogged gutters – trees removed on South Side of Library;
- ❖ Foundation repair, tuck pointing, and landscaping/drainage improvements completed at Library;
- ❖ Additional HVAC unit installed at Library;
- ❖ Library installed new carpet;
- ❖ City-wide clean-up days held in May – very successful event;
- ❖ Extremely productive tire collection held in August;
- ❖ Replaced engine in a Parks Department Mower;
- ❖ Replaced engine in Fire Department Unit 60 – Equipment Truck;
- ❖ Annual sewer maintenance program completed including tree root treatment;
- ❖ New Wastewater Treatment Facility brought online in April, old plant retrofitted for secondary treatment and storage brought online and dedicated July 1, 2013;
- ❖ Sewer line repairs completed by Beckenhauer Construction/O’Hara Plumbing on 6<sup>th</sup> Street line between Fairview and South Streets;
- ❖ 50 Building Permits issued in 2013 at estimated total value of \$10,433,996;
- ❖ 9 Demolition Permits submitted in 2013.



# 2013 City Council Activity Report

City of Albion, Nebraska

## January 2013

- Approved second reading of Ordinance 217(12) regarding Nuisance Abatement.
- Approved Resolution 101(13) adopting the Lower Loup NRD Multi-Jurisdictional Hazard Mitigation plan.
- Reviewed 1 & 6 year street improvement plan.
- Approved Great Plains Application to install Fiber within City of Albion public Right-of-Way.
- Approved Rutjen's pay application #8 for WWTF Project.

## February 2013

- Held public hearing for and approved Resolution 102(13) regarding the City of Albion 1& 6 year street improvement plan.
- Reviewed favorable annual audit report for year ended September 30, 2012 as presented by AMGL.
- Approved lot split application #2013-1 of Krohn Brothers.
- Approved AEDC request for release of \$27,561.25 in sales tax funds reserved for economic development activities.
- Approved third reading and final passage of Ordinance 217(12) regarding Nuisance Abatement.
- Reviewed annual report of the Albion Housing Authority.
- Approved appointment of Dennis Michael to the Board of Directors of the Albion Housing Authority for a five year term.
- Approved appointment of Betsy Harris to the Albion Public Library Board.
- Discussed telecommunication occupation taxes and franchise fees and decided to address closer to budget preparation time.
- Approved annual evaluations of Joe Luettel and Joe Landauer.
- Approved Rutjen's pay application #9 for WWTF Project.



*A monthly summary of notable policy and legislative action taken by the Albion City Council during the year 2013.*





## March 2013

- Held Public Hearing for and approved new application for Class D liquor license of ALCO store #264.
- Approved Resolution 103(13) authorizing Interlocal Agreement with Boone County to lease space at old fire station for the Sheriff's Department use.
- Approved Resolution 104(13) regarding joint law enforcement jurisdiction with the Boone County Sheriff's Department.
- Approved Lawn care bid of Jarecki Lawncare for the 2013 season.
- Held Public Hearing to consider amendment to Comprehensive plan and the Zoning Regulations regarding the establishment of Future Street Reservation Plans. Approved Resolution 105(13) amending the Comprehensive Plan to add a subsection titled Future Street Reservation Plans to the Transportation Article of the Albion Comprehensive plan for the purpose of preparing for continued, orderly economic and physical development of the City of Albion while providing necessary guidelines for the safe movement of people and vehicles throughout the planning area. Approved first reading of Ordinance 220(13) amending the Zoning Regulations to incorporate the Future Street Reservation Plans subsection of the Comprehensive Plan.
- Approved Annual Report from Water and Sewer Departments.
- Approved Rutjen's pay application #10 for WWTF Project.

## April 2013

- Approved request to name Field "C" of the Albion Sports Complex after Leon Nelson.
- Approved Plans and Specifications of the Albion Swimming Pool Project and to begin the public bidding process.
- Approved Resolution 106(13) appointing the Albion Police Department as the Nuisance Officer of the City of Albion.
- Approved second reading of Ordinance 220(13) amending the Zoning Regulations to incorporate the Future Street Reservation Plans subsection of the Comprehensive plan.
- Approved first reading of Ordinance 221(13) vacating a portion of Main Street.
- Reviewed the annual identity theft prevention program report.
- Approved first reading of Ordinance 222(13) to levy Special Assessment for an unpaid utility bill.
- Approved change order #5 of Grosch Irrigation for installing different impellers for the New Well #4 Project.
- Approved annual evaluations for Brent Lipker, John Buck, Ann Knust, and Jim Bader.
- Approved Grosch Irrigation Pay Application #6 for New Well Project.
- Approved Rutjen's Pay Application #11 for WWTF project.



## May 2013

- Approved third reading and final passage of Ordinance 220(13) amending the Zoning Regulations to incorporate the Future Street Reservation Plans subsection of the Comprehensive plan.
- Approved final final passage of Ordinance 221(13) vacating a portion of Main Street.
- Held public hearing to discuss contract documents of the Albion Swimming Pool Project.
- Approved replat application of Norm Thewke for property located at 444 S 6<sup>th</sup> Street and 502 S 6<sup>th</sup> Street in order to make conforming lots.
- Approved Albion Chamber request to close a portion of 4<sup>th</sup> Street for community event on August 24, 2013.
- Approved SDL application of Albion Chamber for August 24, 2013.
- Approved SDL application of CWR's Inc. DBA The J for June 14 and 15, 2013.
- Approved SDL application of the Vet's Club for July 27, 2013.
- Approved request of the Vet's Club to close a portion of 3<sup>rd</sup> Street for an event on July 27, 2013.
- Approved Amendment No. 1 to Owner-Engineer Agreement with JEO Consulting Group, Inc. dated March 10, 2011 for the WWTF project.
- Approved renewal of interlocal agreement with Boone County and Boone County Ag Society regarding City Wells and County Property.
- Approved Resolution 107(13) adopting the City of Albion ADA/504 Policy Statement dated May 14, 2013.
- Approved appointment of Walt Hoefler to the Boone County Development Agency Board of Representatives and Executive Committee.
- Approved annual evaluation of Ron Morearty.
- Approved Rutjen's pay application #12 for the WWTF project.
- Denied payment of \$1,350 invoice of Advanced Consulting Engineering Services.

## June 2013

- Approved Resolutions 108(13)-1 through 108 (13)-11 declaring Nuisances.
- Approved Mayoral appointment of Todd Wynn to the Albion Planning Commission.
- Approved Albion Chamber request to close portion of Church Street on July 4, 2013 for Kiddie Parade.
- Approved BCDA 2013-14 budget.
- Approved Change Order #2 of Rutjen's for WWTF project to abandon old lift station/wetwell, add recirculation line for scum pump, digester repair, footing for stairs, and electrical modifications – net increase of \$18,839.99.
- Approved Rutjen's pay application #13 for WWTF project.
- Held a special meeting to consider bids for the Albion Swimming Pool Project, holding low bids for Contracts #1 and #2; rejecting all bids for Contract #3, and authorizing re-bid of Contract #3.



## July 2013

- Attended dedication ceremony of new WWTF.
- Approved permanent installation of Leon Nelson Memorial Field sign at the Sports Complex.
- Approved Lot Split Application #2013-2 of Michael Webster.
- Discussed potential projects with AEDC members.
- Approved the Albion Volunteer Fire Department Roster.
- Approved appointment of Marcus Johnson to the Northeast Nebraska Economic Development District Board.
- Heard a Nuisance Report from Joe Predmore.
- Held a special meeting and awarded Albion Swimming Pool Contracts to Christiansen Construction and Mechanical, Inc.
- Reviewed 2012-2013 Budget performance and a preliminary draft of the 2013-14 Budget by department.
- Approved employee evaluation and employment agreement of Andrew Devine.

## August 2013

- Attended ground-breaking ceremony for the new Pool Project.
- Approved Resolution 108(13) establishing utility rates effective October 1, 2013.
- Approved cost of living adjustment of 1.8% for City employees.
- Approved Airport Authority tax authority request for 2013-14.
- Approved Interlocal Agreement with Boone Central Schools regarding Softball at the Sports Complex.
- Approved first reading of Ordinance 223(13) eliminating telephone occupation taxes.
- Approved Clay Thompson and Shane Reikofski to the Albion Volunteer Fire Department.
- Held a special meeting for a budget workshop with Terry Galloway of AMGL discussing certified valuation and final budget preparation.

## September 2013

- Held Public Hearing for 2013-14 Budget Adoption and approved Resolution 111(13) for the 2013-14 Property Tax request and approved the 2013-14 Budget.
- Held Public Hearing and approved Resolution 110(13) amending the comprehensive plan and Ordinance 224(13) amending zoning regulations to clearly define that corner lot setbacks with existing development on the same street only applies to other structures within 300 feet.
- Denied a request to change parking restrictions to a portion of Columbia Street.
- Approved Christiansen Construction pay application #1 for the Albion Pool Project.
- Held special meeting to approve year-end bills.



## October 2013

- Approved SDL of Albion Thrifty-way for an event on November 1, 2013.
- Held Public Hearing and approved application for administrative plat of Randall I. Christo to replat Tracts 1 and 2 of a fraction of the SE quarter of Section 22-20N-6W.
- Approved maintenance agreement with NDOR.
- Approved Resolution 113(13) appointing Tracy Lipker to Nebraska Joint Housing Authority.
- Approved Resolution 114(13) approving agreement with State of Nebraska for \$25,000 in CDAA tax credit incentives to help raise funds for the Pool Project.
- Approved final passage of Ordinance 226(13) vacating a portion of North 3<sup>rd</sup>. Street.
- Approved Resolution 115(13) directing the Sale of Surplus Property over \$5,000 in value– a portion of North 3<sup>rd</sup> Street and setting minimum bid at \$6,500.
- Approved Resolution 116(13) setting fees for the new swimming pool.
- Approved Resolution 117(13) establishing a Policy and Procedure manual for the Albion Swimming Pool.
- Held Public Hearing to consider Future Street Reservation Plan #1 as recommended by the Albion Planning Commission.
- Approved second reading of Ordinance 223(13) eliminating telephone occupation taxes.
- Approved final passage of Ordinance 225(13) regarding issuance of G.O. Bonds for the Pool Project.
- Heard report on Water Well Project.
- Heard report on the Nuisance Program.
- Approved Christiansen Construction Pay Application #2 for Albion Pool Project.

## November 2013

- Held Public Hearing to consider Future Street Reservation Plan #2013.10-1 as recommended by the Albion Planning Commission.
- Approved annual evaluation of Joe Predmore.
- Approved Christiansen Construction pay application #3 for Albion Pool Project.



## December 2013

- Declined sealed bid for Surplus Property and authorized new advertisement.
- Accepted bid of DANKO for new Quick Response Vehicle for the Albion Volunteer Fire Department.
- Held Public Hearing to consider Future Street Reservation Plan #2013.10-1 as recommended by the Albion Planning Commission. Approved Resolution 118(13) approving and adopting Future Street Reservation Plan #2013.10-1.
- Approved final passage of Ordinance 223(13) eliminating telephone occupation taxes.
- Discussed preliminary City of Albion 1 & 6 year street improvement plan.
- Approved Jim Riedmiller as Council President.
- Approved Mayoral Appointments for 2014.
- Sharon Ketteler introduced as Deputy Clerk/Administrative Assistant.
- Approved State Street Budget Report.
- Approved Christiansen Construction pay application #4 for Albion Pool Project.
- Approved Change Order #1 on Contracts #1 and #3 for Albion Pool Project omitting pool cover, modifying diving hopper design, eliminating welded wire mesh and add fibermesh, add sod, reduce number of lockers, change window size, deduct 400 amp disconnect, signage adjustment, delete tennis court allowance – net decrease of \$144,419.