

MINUTES
ALBION CITY COUNCIL
SPECIAL MEETING – PUBLIC HEARING
TUESDAY, AUGUST 22, 2017

A Special Meeting of the Albion City Council of the City of Albion, Nebraska was convened in open and public session at 7:30 p.m. on August 22, 2017 at Albion City Hall, 420 West Market St., Albion, NE. Present were: Mayor James C. Jarecki, Council Members Jim Riedmiller, Marcus Johnson, Jon Porter, and Walter Hoefer. City staff present were: City Administrator Andrew Devine, Deputy City Clerk Sharon Ketteler, Billing Utility Clerk Amber Wynn, and Police Officer Joe Predmore. Notice of this meeting along with the agenda was simultaneously given in advance to all members of the Board. Notice of this meeting was given in advance by publication, a designated method for giving notice; a copy of proof of publication is attached to these minutes. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

MAYOR’S COMMENTS

Mayor Jarecki informed the public about the location of the current copy of the Open Meetings Act posted in the Council Chambers. The Mayor thanked Andy Devine for efforts in preparing 2017-2018 Budget.

2. CONSIDER MINUTES OF AUGUST 8, 2017 CITY COUNCIL MEETING FOR APPROVAL

Councilman Johnson made a motion to approve the minutes of the August 8, 2017 City Council meeting; second by Riedmiller. **Vote: Yeas; Riedmiller, Porter, Johnson, Hoefer. Nays; None.**

3. DISCUSS DRAFT OF BUDGET INCLUDING CERTIFIED VALUATION AS REPORTED BY COUNTY ASSESSOR, FINAL PREPARATION BY ACCOUNTANT, AND SETTING BUDGET ADOPTION HEARING DATE AND TIME

Clerk Devine provided a draft of the preliminary budget for Council Members to review. This draft had also been under review by accountant, Michael Hoback of AMGL. Devine stated the Certified Valuation reported by the County Assessor was \$146,367,760; which was higher than estimated. \$2,287,515 of the increase in valuation from last year reflects new growth in the community coming from both new construction and annexations. There is also In Lieu of Tax paid by Electric Public Power Districts that the County Treasurer estimated will be about \$80,000 for General Fund and \$30,000 for Bond Fund; which will allow the City to reduce property tax asking. Devine also provided a copy of the Capital Improvements Plan which the Planning Commission reviewed and recommended approval.

Michael Hoback was present to review the budget with Council Members, stating the City has good cash reserves. A review of the community benchmarking showed Albion's budget higher in Administration, which is due to attorney fees for a pending lawsuit. The Park was also higher due to the Recreational Trails Project, expansion of campgrounds, and the improvement of the West ballfield.

Hoback suggested increasing tax asking for the Street Department instead of spending down cash reserves. Discussion ensued. The Council discussed also increasing tax asking for the pool instead of raising rates, but opted not to increase property tax for the pool operating budget at this time. As discussed, the General Fund Property Tax asking would be \$511,774; bringing the proposed General Operating Levy to 34.96. The total tax levy including Debt Service and Airport Authority as proposed would be 40.08. Hoback stated that our levy is still lower than other towns our size.

Councilmembers agreed to proceed with the 2017-2018 Budget as presented and discussed. The Budget Adoption Hearing will be September 12, 2017 at 7:30 p.m.

4. OPEN PUBLIC HEARING REGARDING COMMUNITY DEVELOPMENT BLOCK GRANT #16-DTR-001-THE ALBION DOWNTOWN REVITALIZATION PLANNING GRANT

Mayor Jarecki opened the public hearing at 8:32 p.m. The Mayor sought public input. Jan Merrill with Northeast Nebraska Economic Development explained a public hearing is required for each CDBG funded project to allow for citizen input, opinion and comment. Merrill stated Community Development Grant #16-DTR-001 for the City of Albion was awarded \$30,000 in CDBG funds for Downtown Revitalization. \$27,000 of those funds was used for planning activities and \$3,000 was used for general administration of the grant. Merrill stated the City of Albion provided a maximum of \$14,600 for matching funds, for a total budget estimate of \$44,600. Mayor Jarecki sought further input. Hearing none, he closed the public hearing at 8:35 p.m.

5. CONSIDER RECOMMENDED ALBION DOWNTOWN REVITALIZATION PLAN FOR APPROVAL

Jeff Ray with JEO Consulting Group reviewed the design guidelines with Council Members. The Downtown Revitalization Plan focuses on Main and Church Streets intersecting 2nd, 3rd, and 4th Streets. The highest priority projects are: façade enhancements, street lighting, street trees, entry signage, and sidewalk restoration. Jan Merrill explained that once the grant is awarded, and before release of funds, the City will need to set guidelines for businesses applying for grant money. Council Members reviewed the project guide and opinion of cost provided by JEO. Discussion ensued.

Councilman Porter made a motion to approve the Albion Downtown Revitalization Plan, second by Johnson. **Vote: Yeas; Johnson, Hoefler, Riedmiller, Porter. Nays; None.**

6. **OPEN PUBLIC HEARING REGARDING AN APPLICATION TO THE NEBRASKA DEPARTMENT OF ECONOMIC DEVELOPMENT FOR A COMMUNITY DEVELOPMENT BLOCK GRANT TO IMPLEMENT THE ALBION DOWNTOWN REVITALIZATION PLAN**

Mayor Jarecki opened the public hearing at 8:55 p.m. The Mayor sought public input. Jan Merrill stated that the City of Albion is requesting \$350,000 in CDBG Funds for a Downtown Revitalization Implementation. The Albion Economic Development Corporation has agreed to provide the maximum 35% in matching funds which is \$107,450. Merrill explained \$370,000 would be used for commercial rehab; \$8,000 for construction management; and \$35,000 for general administration of the grant.

Jeff Ray then addressed a citizen's concern regarding ice buildup in the winter. Mayor Jarecki sought further input. Hearing none, he closed the public hearing at 9:01 p.m. Clerk Devine asked if the City would be eligible to apply for another round of implementation grants in the future. Merrill stated the City could apply again after demonstrating the money was utilized well and in a timely fashion.

Councilman Porter made a motion to approve Resolution 114(17) Authorizing Chief Elected Official to Sign an Application for CDBG Funds, second by Johnson.

Vote: Yeas; Porter, Hoefler, Johnson, Riedmiller. Nays; None.

7. **CONSIDER BOONE COUNTY DEVELOPMENT AGENCY MEMBERSHIP AGREEMENT AND DISBURSEMENT AGREEMENT FOR APPROVAL**

Clerk Devine stated that no changes were made from last year's agreement. Councilman Johnson made a motion to approve Boone County Development Agency Membership Agreement and Disbursement Agreement, second by Porter. **Vote: Yeas; Riedmiller, Johnson, Hoefler, Porter. Nays; None.**

8. **CONSIDER INTRODUCTION AND FIRST READING OF ORDINANCES FOR THE UNPAID UTILITY BILLS**

- Consider Ordinance 261(17) for the unpaid utility bill of Ashley Scheffler

Councilman Porter made a motion to introduce Ordinance 261(17). Mayor Jarecki instructed Clerk Devine to read the ordinance for the first time. Councilman Porter made a motion to approve first reading of Ordinance 261(17), second by Johnson. **Vote: Yeas; Porter, Hoefler, Johnson, Riedmiller. Nays; None.**

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- Consider Ordinance 262(17) for the unpaid utility bill of Albion Sewing Center and Michael Olson

Councilman Johnson made a motion to introduce Ordinance 262(17). Mayor Jarecki instructed Clerk Devine to read the ordinance for the first time. Councilman Porter made a motion to approve first reading of Ordinance 262(17), second by Johnson. **Vote: Yeas; Hoefler, Johnson, Riedmiller, Porter. Nays; None.**

9. **CONSIDER APPOINTMENT OF MAKENSEY HARRIS AS THE ALBION BUILDING INSPECTOR EFFECTIVE AUGUST 24, 2017**

Councilman Hoefler made a motion to approve appointment of Makensey Harris as the Albion Building Inspector, second by Porter. **Vote: Yeas; Johnson, Porter, Hoefler, Riedmiller.**

10. **ITEMS TO BE PUT ON NEXT MEETING AGENDA**

Next Regular Meeting: September 12, 2017 at 7:30 p.m.

- Budget Adoption Hearing
 - Approve Resolution 115(17), 2017-2018 Property Tax Request
 - Approve and adopt 2017-2018 Budget including additional 1% increase of Restricted Funds Authority
 - Approve 2017-2018 Capital Improvements Plan
- Consider Resolution 116(17) For Reimbursement of Expenditures for Phase Two of the Fairview Street Storm Sewer and Paving Project
- Consider Resolution 117(17) For Reimbursement of Expenditures for Infrastructure Improvements for the South Park Subdivision Project
- Consider Resolution 118(17) An Interlocal Agreement with the County of Boone Allowing Existing Boone County Employee to Contract with the City to Provide Street Superintendent Services
- Administrator's Report
- Consider Final Approval of Special Assessment Ordinances for Unpaid Utility Bills - If Necessary

Special Meeting: September 28, 2017 at 7:30 a.m.

- Consider Fiscal Year-end Bills for Approval

11. ADJOURN

At 9:11 p.m. Council Member Hoefer made a motion to adjourn the meeting, second by Johnson. **Vote: Yeas; Johnson, Porter, Hoefer, Riedmiller. Nays; None.**

I the undersigned Clerk hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Council; that all subjects included in the foregoing proceedings were contained in the Agenda for the meeting, kept continually current and available for inspection at the office of the Clerk; that such subjects were contained in said Agenda for at least 24 hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for the examination and copying of the public; that said minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all next media requesting notification of meetings of said body were provided advance notification of the time and place of said meeting and subjects to be discussed at said meeting.

James Jarecki, Mayor

ATTEST:

Sharon Ketteler, Deputy Clerk