

MINUTES
ALBION CITY COUNCIL
SPECIAL MEETING – BUDGET WORKSHOP
TUESDAY, AUGUST 21, 2018

A Regular 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 21, 2018 at Albion City Hall, 420 West Market St., Albion, NE. Present were: Mayor James C. Jarecki, Council Members Walt Hoefer, Marcus Johnson, Jim Riedmiller, and Jon Porter. City staff present were: City Administrator Andrew Devine and Officer Mike Mapel. 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.

2. CONSIDER MINUTES OF THE AUGUST 14, 2018 CITY COUNCIL MEETING FOR APPROVAL

Councilman Riedmiller made a motion to approve the minutes of the August 14, 2018 City Council meeting; second by Johnson. **Vote: Yeas; Riedmiller, Porter, Hoefer, Johnson. 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 reviewed the Property Tax Summary with Council Members. He noted the proposed total levy would be about \$0.37 per \$100 of valuation, which is about \$0.03 lower than last year. Devine stated the Certified Valuation reported by the County Assessor was \$152,234,739 which was an increase of 4% from last year. \$4,600,611 of the increase in valuation reflects real property growth and construction in the community.

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Michael Hoback was present to review the budget with Council Members. The General Fund Property Tax asking is estimated to be \$483,000; bringing the proposed General Operating Levy to 0.3173. The total tax levy including Debt Service and Airport Authority as proposed would be 0.3693. Hoback stated that our levy is lower than other towns our size. Mr. Hoback confirmed that an amendment of the current budget will be necessary due to refinancing of pool debt. Hoback commented that the City has good cash reserves in all funds.

Devine explained that of the \$798,000 showing as cash in the Enterprise Funds, approximately \$600,000 of it will be spent down in the next fiscal year with the Water Well Project. Devine stated that \$10,000 in the Sinking Fund is reserve for water tower maintenance expense; and that the Sewer Equipment Reserve is a tool to maintain or expand our treatment facilities by utilizing the annual debt service coverage that the State requires. Clerk Devine recommended putting into the budget a transfer of \$150,000 from Sales Tax to the Sewer Department Fund in the event that land is purchased for depositing sludge.

Council Members agreed to proceed with the 2018-2019 Budget as presented and discussed. The Budget Adoption Hearing will be September 11, 2018 at 7:30 p.m. **No action taken.**

4. CONSIDER AEDC REQUEST FOR SALES TAX FUNDS RELEASE FOR OPERATION OF ALBION ECONOMIC DEVELOPMENT PLAN

Clerk Devine reported that the Citizens Advisory Committee met just prior to the Council meeting. CAC recommended approval of Albion Economic Development's request for release of funds, and strongly encouraged discussion of annexation of Boone County Fairgrounds in the future, should the Boone County Ag and Expo Center Project take place. Discussion ensued. Councilman Riedmiller made a motion to approve sales tax request of AEDC, second by Johnson. **Vote: Yeas; Porter, Riedmiller, Hoefler, Johnson. Nays; None.**

5. CONSIDER PROPOSAL OF ALBION BASEBALL FOR NEW SCOREBOARD ON FIELD A AT SPORTS COMPLEX

Clerk Devine noted the City would order and purchase the new scoreboard, and the Albion Baseball League would fund it with donations. Councilman Porter made a motion to approve proposal of Albion Baseball to purchase and install new scoreboard on Field A at Sports Complex, second by Riedmiller. **Vote: Yeas; Porter, Johnson, Riedmiller, Hoefler. Nays; None.**

6. **CONSIDER LAND LEASE AGREEMENT WITH VERIZON WIRELESS TO INSTALL, MAINTAIN AND OPERATE COMMUNICATIONS EQUIPMENT UPON CITY PROPERTY LOCATED AT 199 W CLARK STREET, MORE COMMONLY KNOWN AS THE OLD COMPACTOR SHED PROPERTY**

Clerk Devine stated the City is still waiting for legal description on area of property Verizon desires to include in the lease. Councilman Johnson made a motion to postpone action until the next meeting, second by Hoefer. **Vote: Yeas; Johnson, Riedmiller, Porter, Hoefer. Nays; None.**

7. **CONSIDER QUOTES FOR RETAINING WALLS ALONG FAIRVIEW PHASE II PROJECT**

Clerk Devine contacted several contractors to see if they would be interested in the project, however, only 1 quote was received. The quote was from Porter's LLC. Jon Porter filed the necessary disclosure form due to his financial interest in Porter's LLC. Councilman Riedmiller made a motion to approve Porter's LLC quote to install retaining wall as requested, and sprinklers and seeding, at a cost of \$27,500 with liquidated damages clause of \$100 per day after two weeks; second by Hoefer. **Vote: Yeas; Hoefer, Johnson, Riedmiller. Nays; None. Abstain; Porter.**

8. **CONSIDER PAY APPLICATION #2 OF SARGENT IRRIGATION FOR WATER SUPPLY TEST WELL PROJECT**

Clerk Devine contacted Roger Protzman of JEO and confirmed the project is 100% complete and this is the final bill. Councilman Johnson made a motion to approve payment of Pay Application #2 of Sargent Irrigation in the amount of \$9,457.70; noting this is the final payment and the project is 100% complete, second by Porter. **Vote: Yeas; Hoefer, Porter, Johnson, Riedmiller. Nays; None.**

9. **CONSIDER PROPOSAL FROM CLEAN WELL TECHNOLOGIES TO DECOMMISSION COUNTY STOCK WELL**

Council Members reviewed the quote from Clean Well Technologies which clearly outlined the process to decommission the well. Clerk Devine noted it is the same process that was used to decommission Well #1 and Well #2. Councilman Riedmiller made a motion to approve quote to decommission County stock well as part of City Well Project in amount of \$10,500; second by Johnson. **Vote: Yeas; Johnson, Riedmiller, Hoefer, Porter. Nays; None.**

10. CONSIDER RESOLUTION 118(18) DECLARING NUISANCES

Council Members reviewed the inspection report presented by Officer Mapel. Councilman Johnson made a motion to introduce and approve Resolution 118(18) Declaring a Nuisance, second by Riedmiller. **Vote: Yeas; Riedmiller, Hoefer, Johnson, Porter. Nays; None.**

11. CONSIDER EMPLOYEE EVALUATIONS FOR APPROVAL

Councilman Johnson made a motion to approve employee evaluations of Andrew Devine, Amber Wynn, and Makensey Harris; second by Porter. **Vote: Yeas; Riedmiller, Johnson, Porter, Hoefer. Nays; None.**

12. ITEMS TO BE PUT ON NEXT MEETING AGENDA

Next Regular Meeting: September 11, 2018 at 7:30 p.m.

- Budget Adoption Hearing
 - Approve Resolution 119 (18), 2018-2019 Property Tax Request
 - Approve and Adopt 2018-2019 Budget including additional 1% increase of Restricted Funds Authority
 - Approve 2018-2019 Capital Improvements Plan
- Consider Resolution 120(18) 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
- Verizon Lease Agreement

Special Meeting: September 27, 2018 at 7:30 a.m.

- Consider Fiscal Year-end bills for approval

13. ADJOURN

At 8:39 p.m. Council Member Johnson made a motion to adjourn the meeting, second by Riedmiller. **Vote: Yeas; Hoefer, Riedmiller, Johnson, Porter. Nays; None.**

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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 news 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