

MINUTES
ALBION CITY COUNCIL
SPECIAL MEETING – BUDGET WORKSHOP
TUESDAY, AUGUST 27, 2019

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 27, 2019 at Albion City Hall, 420 West Market St., Albion, NE. Present were: Mayor James C. Jarecki, Council Members Jon Porter, Chris Kohtz, Walt Hoefer, and Marcus Johnson. City staff present were: City Administrator Andrew Devine and Sharon Ketteler. 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 13, 2019 CITY COUNCIL MEETING FOR APPROVAL

Councilman Porter made a motion to approve the minutes of the August 13, 2019 City Council meeting; second by Johnson. **Vote: Yeas; Hoefer, Johnson, Porter, Kohtz. 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. Clerk Devine reviewed the Property Tax Summary with Council Members. He noted the levy is estimated to be \$0.3998 per \$100 of valuation, which is about \$0.03 higher than last year. The proposed tax asking is \$56,247 more than last year; with the majority of that being debt outlay for the swimming pool. The operating portion of tax asking is only up by \$5,447 from the previous year. Clerk Devine stated the Certified

Valuation reported by the County Assessor was \$154,760,624; which was about 1.7% higher than last year.

Michael Hoback was present to review the budget with Council Members. Mr. Hoback stated although the City is beginning to spend down cash reserves, we still have a good amount. Clerk Devine noted the majority of this cash expenditure was reserve we had held back for the well project. Mr. Hoback stated the City's tax levy increase of 9 % includes Debt Service and Airport Authority. Hoback added that Albion still has a low levy compared to other towns our size. Mr. Hoback confirmed that an amendment of the current budget will be necessary due to refinancing of sewer debt.

Council Members agreed to proceed with the 2019-2020 Budget as presented and discussed. The Budget Adoption Hearing will be September 10, 2019 at 7:30 p.m.
No action taken.

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

Michelle Olson, director of BCDA, gave a recap of their past year's activities. Ms. Olson stated that the City of Albion's renewal membership fee of \$13,700 is the same as last year. BCDA Board Member, Tim Kayton, added that Ms. Olson has helped to build the economic development program significantly since becoming director. Councilman Johnson made a motion to approve Membership and Disbursement Agreements with Boone County Development Agency, second by Hoefler. **Vote: Yeas; Porter, Kohtz, Hoefler, Johnson. Nays; None.**

5. **CONSIDER RESOLUTION 112(19) AUTHORIZING THE MAYOR TO SIGN THE 2019 MUNICIPAL ANNUAL CERTIFICATION OF PROGRAM COMPLIANCE TO NEBRASKA BOARD OF PUBLIC ROADS AND CLASSIFICATIONS AND STANDARDS FORM**

Clerk Devine explained that legislature has changed reporting procedure to the Nebraska Board of Public Roads. This certification of program compliance will replace the annual filing of the One & Six Year Plan that was due each February; and the Standardized System of Annual Reporting (SSAR) that was due at the end of each year. This resolution will certify that we are in compliance with their classifications and standards; and we will no longer be required to send in the entire adopted One & Six Year Plan. Councilman Porter made a motion to introduce and approve Resolution 112(19) Authorizing the Mayor to sign the 2019 Municipal Annual Certification of Program Compliance to Nebraska Board of Public Roads and Classifications and Standards Form, second by Johnson. **Vote: Yeas; Porter, Kohtz, Hoefler, Johnson. Nays; None.**

6. **CONSIDER TELECOMMUNICATION RIGHT OF WAY PERMIT OF FRONTIER COMMUNICATIONS FOR APPROVAL**

Council members reviewed a copy of the ROW application, along with a map showing the route for proposed fiber optic expansion. Discussion ensued. Mr. Devine stated that the City has not yet received either a surety bond or a security deposit from Frontier for this project. Councilman Kohtz made a motion to approve ROW permit of Frontier Communications, contingent upon receiving the necessary bond; second by Johnson. **Vote: Yeas; Porter, Hoefler, Johnson, Kohtz. Nays; None.**

7. **CONSIDER ORDINANCE 280(19) AUTHORIZING THE ISSUANCE OF A GENERAL OBLIGATION WATER BOND FOR THE 2018-2019 WATER WELL PROJECT IN THE PRINCIPAL AMOUNT NOT TO EXCEED SIX HUNDRED FIVE THOUSAND FIVE HUNDRED TWENTY DOLLARS (\$605,520) IN THE FORM OF A PROMISSORY NOTE TO THE NEBRASKA DEPARTMENT OF ENVIRONMENT AND ENERGY**

Councilman Johnson made a motion to introduce Ordinance 280(19). Mayor Jarecki instructed Clerk Devine to read the Ordinance for the first time. Councilman Porter made a motion to suspend the statutory rule requiring reading of the ordinance on three different days, second by Johnson. **Vote: Yeas; Hoefler, Porter, Kohtz, Johnson. Nays; None.** Mayor Jarecki instructed Clerk Devine to read Ordinance 280(19) by title for the second and third time. Councilman Johnson made a motion to approve all readings and for final passage and adoption of Ordinance 280(19), second by Kohtz. **Vote: Yeas; Porter, Kohtz, Hoefler, Johnson. Nays; None.**

8. **CONSIDER BILLS REPORT FOR PAYMENT**

Councilman Johnson made a motion to approve bills for payment as presented, excluding the bill from Porters, LLC; second by Porter. **Vote: Yeas; Johnson, Porter, Kohtz, Hoefler. Nays; None.** Councilman Johnson made a motion to approve bill from Porters, LLC for payment; second by Kohtz. **Vote: Yeas; Hoefler, Kohtz, Johnson. Nays; None. Abstain; Porter.**

9. **CONSIDER EMPLOYEE EVALUATION FOR APPROVAL**

Councilman Hoefler made a motion to approve employee evaluation and step

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raise of Amber Wynn, second by Kohtz. **Vote: Yeas; Kohtz, Johnson, Porter, Hoefer. Nays; None.**

10. ITEMS TO BE PUT ON NEXT MEETING AGENDA

Next Regular Meeting: September 10, 2019 at 7:30 p.m.

- Budget Adoption Hearing
 - Consider Resolution Setting the 2019-2020 Property Tax Request
 - Consider for Adoption 2019-2020 Budget including additional 1% increase of Restricted Funds Authority
 - Consider 2019-2020 Capital Improvements Plan for Approval
- Consider Resolution / Interlocal Agreement with the County of Boone allowing existing Boone County employee to contract with the City to provide Street Superintendent Services

11. ADJOURN

At 8:35 p.m. Council Member Hoefer made a motion to adjourn the meeting, second by Kohtz. **Vote: Yeas; Hoefer, Kohtz, Johnson, Porter. 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 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

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ATTEST:

Sharon Ketteler, Deputy Clerk