



## 8/13/2024 - CITY COUNCIL REGULAR MEETING

TUESDAY, AUGUST 13, 2024 at 7:30 PM

COUNCIL CHAMBERS, ALBION CITY HALL, 420 W MARKET ST. ALBION, NE 68620

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# MINUTES

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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 13, 2024 at Albion City Hall, 420 West Market St., Albion, NE. 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. The meeting was recorded using an audio recording device and such recording is available for inspection at the office of the City Clerk.

### CALL TO ORDER

A copy of the open meetings act is posted and is provided for the public on the billboard of the Council Chambers.

### ROLL CALL

Present were Mayor Jarecki and Council Members Jack Dailey, Jason Tisthammer, and Jon Porter. Absent was Marcus Johnson.

City staff present were City Administrator Andrew Devine, City Attorney Darren Wright, Deputy Clerk Sharon Ketteler, Utility Clerk Amber Wynn, Nuisance Abatement Officer Warren Myers, Economic Development and Housing Director Shelby Wetovick, and Police Chief Brent Lipker.

Councilman Porter made a motion to excuse the absence of Councilman Marcus Johnson, seconded by Tisthammer. Voting Yea: Tisthammer, Porter, Dailey. Voting Nay: None. Motion carried.

### MAYOR'S COMMENTS

Mayor Jarecki reminded those present that school begins this coming Thursday so be careful of children walking and riding bikes. The Mayor also gave a humorous narrative of the life of a small town Mayor.

### APPROVAL OF MINUTES

#### 1. APPROVAL OF MINUTES OF THE JULY 16, 2024 CITY COUNCIL MEETING

Councilman Porter made a motion to approve the minutes of the July 16, 2024 City Council meeting, seconded by Dailey. Voting Yea: Tisthammer, Dailey, Porter. Voting Nay: None. Absent: Johnson. Motion carried.

## **OLD BUSINESS**

### **2. PUBLIC HEARING ON RESOLUTION 113(24) A RESOLUTION OF NECESSITY FOR SEWER IMPROVEMENTS IN SEWER IMPROVEMENT DISTRICT**

Mayor Jarecki opened the public hearing at 7:34 p.m. and sought public comment. None given. Again, the Mayor asked for public comment. Hearing none, Mayor Jarecki closed the public hearing at 7:35 p.m.

## **NEW BUSINESS**

### **3. BUDGET WORKSHOP – REVIEW OF 2023-24 BUDGET PERFORMANCE AND DRAFT OF 2024-25 BUDGET**

Treasurer Devine had previously 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 Key Provision Report with the council, pointing out a few minor changes from the preliminary estimates given at last month's meeting. Devine also reviewed the 2024-2025 Property Tax Worksheet with the council. The preliminary estimated 2024 Valuation from the County Assessor is \$213,146,940. The official Certified Valuation should be available next week. The estimated Tax Levy for 2024-2025 is 0.4108/\$100, which is 10 ½ cents higher than last year. The projected Property Tax Request is \$875,577.00, which is \$259,763.00 more than last year. Devine sought comment from the council and answered questions they had regarding the budget. Mr. Hoback provided worksheets summarizing the current fiscal year's budget performance, as well as the 2024-2025 budget, and reviewed them with the council. Hoback stated that even though the city has spent down cash reserves, we still have good cash reserves across the board; however, it is necessary to increase our taxes to maintain the cash reserves. Mr. Hoback stated that we still have a low levy compared to other cities our size, which typically have around a \$.53 cent levy. Hoback commented that the city does a good job of using Sales Tax dollars each year; and that Mr. Devine does a good job of preparing the budget and explaining it to the council.

Mayor Jarecki asked the council if they agreed to move forward with the Budget as presented. Council members agreed. Treasurer Devine explained that Mr. Hoback will put the budget in State form and create the notices to be published in the newspaper for the hearing, which will be held September 3, 2024 at 7:30 a.m. Sometime between September 10<sup>th</sup> and September 24<sup>th</sup> the County will hold their Joint Budget Hearing where the City will go through the Budget again and clarify the Property Tax Request. The City will then have the Budget Adoption and Property Tax Request at a special meeting on September 26, 2024 at 7:30 a.m. No action taken.

### **4. CONSIDER ALBION AIRPORT AUTHORITY REQUEST FOR CITY TAX ALLOCATION FOR FISCAL YEAR 2024-2025**

The Albion Airport Authority is requesting \$31,645 for City Tax Allocation for the fiscal year 2024-2025. This is 3.5% higher than last year.

Councilman Porter made a motion to approve the Albion Airport Authority request for City Tax Allocation of \$31,645 for fiscal year 2024-2025; seconded by Dailey. Voting Yea: Porter, Tisthammer, Dailey. Voting Nay: None. Absent: Johnson. Motion carried.

**5. CONSIDER 2024-2026 BOONE COUNTY DEVELOPMENT AGENCY, INC. MEMBERSHIP AGREEMENT AND DISBURSEMENT AGREEMENT FOR APPROVAL**

Danielle O'Brien, Board Member for BCDA, presented information on what their organization is providing for Boone County, Nebraska; including new programs they have recently implemented. Ms. O'Brien also highlighted how businesses in Albion have utilized the BCDA's programs over the past two years. Albion's portion of the Membership and Disbursement for 2024-2026 is \$20,805.00 per year. This is an increase of \$2,771.38 per year from the 2022-2024 agreement.

Councilman Porter made a motion to approve combined BCDA Membership and Disbursement Agreement and authorize the mayor to sign the same, seconded by Dailey. Voting Yea: Porter, Tisthammer, Dailey. Voting Nay: None. Absent: Johnson. Motion carried.

**RESOLUTIONS**

**6. CONSIDER APPROVAL OF RESOLUTION 113(24), A RESOLUTION OF NECESSITY FOR SEWER IMPROVEMENTS IN SEWER IMPROVEMENT DISTRICT NUMBERS 2024-1, 2024-2, 2024-3, AND 2024-4 OF THE CITY OF ALBION, NEBRASKA**

Clerk Devine noted this resolution was introduced at the July 16, 2024 City Council meeting. This proposed resolution notice was published in the local newspaper on July 31, 2024. The public hearing was held earlier tonight in Item 2 of the agenda. This resolution enables the City to issue the debt to pay for a portion of the sewer projects.

Councilman Porter made a motion to re-introduce and adopt Resolution 113(24), a Resolution of Necessity for Sewer Improvements in Sewer Improvement District Numbers 2024-1, 2024-2, 2024-3, and 2024-4 of the City of Albion, Nebraska; seconded by Tisthammer. Voting Yea: Tisthammer, Dailey, Porter. Voting Nay: None. Absent: Johnson. Motion carried.

**7. CONSIDER INTRODUCTION AND APPROVAL OF RESOLUTION 114(24), APPROVING THE 2024-2025 COST OF LIVING ADJUSTMENT FOR ALL NON-TEMPORARY CITY EMPLOYEES EFFECTIVE OCTOBER 1, 2024.**

Mayor Jarecki stated the current CPI factor, which is a baseline for what the city uses to consider a cost-of-living adjustment, is 3%. A chart illustrating an equalized Cost of Living Adjustment was provided by Treasurer Devine for council review. Dailey suggested a flat \$1,000/year per employee, which would be approximately 1.75%. Porter indicated he was considering about \$.75 per hour. Mayor Jarecki recommended \$.88, which would delegate out to 3%. Tisthammer concurred with that amount, stating that would provide the true cost of living adjustment.

Following lengthy discussion, Councilman Tisthammer made a motion to introduce and approve Resolution 114(24) Approving the 2024-2025 Cost of Living Adjustment in the amount of \$.88/hr. or \$1,823.08/salary for all non-temporary city employees effective October 1, 2024; seconded by Porter. Voting Yea: Dailey, Porter, Tisthammer. Voting Nay: None. Absent: Johnson. Motion carried.

## **8. CONSIDER RESOLUTION SERIES 115(24) DECLARING NUISANCES**

Council members reviewed 4 nuisance inspection reports provided by Nuisance Officer, Warren Myers. Mr. Myers reported there are only 2 past declared nuisances that are not yet in compliance.

Councilman Porter made a motion to introduce and approve Resolution Series 115(24) 1-4 Declaring nuisances, seconded by Tisthammer. Voting Yea: Tisthammer, Dailey, Porter. Voting Nay: None. Absent: Johnson. Motion carried.

## **9. CONSIDER RESOLUTION 116(24) REGARDING PLACEMENT OF TRAFFIC CONTROL SIGNS IN ORDER TO REGULATE TRAFFIC AND PARKING**

Council members reviewed the map of the 4 proposed prohibited areas. The concerns were of trucks obstructing visibility and causing challenges for businesses. There was discussion of potential areas to create more available space for truck parking. Dailey stated that the truck parking area east of White Star is available for anyone to use. Following discussion of each of the proposed areas, council members agreed it would not be beneficial to restrict truck parking along the south side of Market Street from Highway 14 east to the alley; but agreed the other 3 areas should be restricted from truck parking.

Councilman Porter made a motion to introduce and approve Resolution 116(24) as amended, regarding placement of traffic control signs in order to regulate traffic and parking, seconded by Tisthammer. Voting Yea: Dailey, Porter, Tisthammer. Voting Nay: None. Absent: Johnson. Motion carried.

## **REPORTS**

### **10. City Administrator Report**

City Administrator report to the City Council regarding the status of various city departments, city activities, and city financial reports.

Administrator Devine had previously provided a written report for council review. No action taken.

### **11. CONSIDER BILLS FOR APPROVAL**

#### **\*REVIEW MONTHLY BILLS REPORT AND CONSIDER FOR APPROVAL AND PAYMENT**

Councilman Tisthammer made a motion to approve bills report for payment and affirm all paid claims as presented, except for bills submitted by Speed Services; seconded by Dailey. Voting Yea: Tisthammer, Dailey, Porter. Voting Nay: None. Absent: Johnson. Motion carried.

Councilman Tisthammer made a motion to approve bills submitted by Speed Services for payment, seconded by Dailey. Voting Yea: Dailey, Tisthammer. Voting Nay: None. Abstaining: Porter. Absent: Johnson. Motion carried.

### **12. CONSIDER ANNUAL EMPLOYEE EVALUATIONS FOR APPROVAL**

Councilman Porter made a motion to approve the annual evaluation for Amber Wynn, seconded by Dailey. Voting Yea: Tisthammer, Porter, Dailey. Voting Nay: None. Absent: Johnson. Motion carried.

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

**13. Special Meeting: September 3, 2024, 7:30 a.m.**

**Public Hearing - 2024-2025 Budget**

**Public Hearing - 2024-2025 One- and Six-Year Street Improvement Plan**

**14. Next Regular Meeting: September 10, 2024, 7:30 pm**

**Adopt One- and Six-Year Street Improvement Plan**

**15. Special Meeting: \*\*\*September 24, 2024, 7:30 am**

**Budget Adoption**

**Capital Improvement Plan Approval**

\*\*\*It was decided to move the September 24, 2024 meeting to Thursday, September 26, 2024 at 7:30 a.m.

**16. Public Comment for Future Consideration**

None.

**17. ADJOURNMENT**

Councilman Dailey made a motion to adjourn the meeting at 9:29 p.m.; seconded by Porter. Voting Yea: Porter, Tisthammer, Dailey. Voting Nay: None. Absent: Johnson. Motion carried.

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.

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James Jarecki, Mayor

ATTEST:

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Sharon Ketteler, Deputy Clerk