



# CITY COUNCIL REGULAR MEETING

TUESDAY, JANUARY 14, 2025 at 7:30 PM

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

---

## MINUTES

---

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 January 14, 2025 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 Jon Porter, Marcus Johnson, Jack Dailey, and Jason Tisthammer.

City staff present were City Administrator Andrew Devine, Deputy Clerk Sharon Ketteler, City Attorney Darren Wright, Water Commissioner/Building Inspector Warren Myers, Economic Development and Housing Director Shelby Kelley, and Police Chief Brent Lipker.

### MAYOR'S COMMENTS

The Mayor reported that on January 3, 2025 he and Administrator Devine had their annual review of city property and assets. The Mayor gave a brief review of his semi-annual department head meeting held on January 7, 2025 and provided a written report for the council members. Jarecki stated that all facilities look great. Mayor Jarecki also apologized to the residents of the Andersen Subdivision for contractors blocking access to their property while putting in a manhole.

### APPROVAL OF MINUTES

#### 1. APPROVAL OF MINUTES OF THE DECEMBER 10, 2024 CITY COUNCIL MEETING

Councilman Porter made a motion to approve the minutes of the December 10, 2024 City Council meeting; seconded by Johnson. Voting Yea: Johnson, Porter, Dailey, Tisthammer. Voting Nay: None. Motion carried.

## OLD BUSINESS

### 2. NONE

## NEW BUSINESS

### 3. **CONSIDER APPROVAL OF MAYOR CREATION AND APPOINTMENTS TO THE CARDINAL CAGE PROJECT COMMITTEE**

The Mayoral appointments for the Cardinal Cage Project Committee include Ed Knott, Tiffany Curry, Kelly Benson, Delmer Pelster, and Andrew Devine as an Ex Officio non-voting member. The Mayor asked for one council member to volunteer to be on the committee also. Jack Dailey volunteered. Clerk Devine explained that this committee will help guide the building project through construction. Councilman Porter made a motion to approve the Mayoral appointments listed, plus Jack Dailey, to the Cardinal Cage Project Committee; seconded by Johnson. Voting Yea: Dailey, Johnson, Porter, Tisthammer. Voting Nay: None. Motion carried.

### 4. **AUTHORIZE CARDINAL CAGE COMMITTEE TO ISSUE REQUEST FOR PROPOSAL(S) FOR CARDINAL CAGE PROJECT BUILDING TO BE CONSIDERED AND APPROVAL BY CITY COUNCIL; AND, AUTHORIZE CARDINAL CAGE COMMITTEE TO NEGOTIATE CONTRACTS FOR SPECIFIC PROJECT ITEMS INCLUDING CONCRETE, ELECTRICAL, AND HVAC NOT TO EXCEED A TOTAL BUDGET OF \$85,000**

Clerk Devine provided a draft Request for Proposal for the Cardinal Cage Project Building for councilmembers to review. Bids are to be submitted by January 31, 2025 at 2:30 p.m. and will be opened at that time. Bids will be considered and approved by the City Council at the February 11, 2025 meeting. Ed Knott was present to update the council on the fundraising. They have almost \$200,000 of funds available, with other verbal commitments for donations. They also have several significant grant opportunities they are pursuing. Councilman Dailey made a motion to authorize Cardinal Cage Committee to issue request for proposal(s) for Cardinal Cage Project building to be considered and approval by City Council; and, authorize Cardinal Cage Committee to negotiate contracts for specific project items including concrete, electrical, and HVAC not to exceed a total budget of \$85,000; seconded by Johnson. Voting Yea: Porter, Tisthammer, Dailey, Johnson. Voting Nay: None. Motion carried.

### 5. **CONSIDER AEDC REQUEST TO RELEASE of \$47,500.00 IN ECONOMIC DEVELOPMENT SALES TAX FUNDS FOR ECONOMIC DEVELOPMENT PROGRAM ACTIVITIES:**

- **\$14,000 FOR SERVICING INTEREST ON ANDERSEN SUBDIVISION PROPERTY,**
- **\$22,000 FOR ANNUAL ADMINISTRATION EXPENSES,**
- **\$1,500 FOR LEADERSHIP TRAINING EXPENSES FOR AEDC Director,**
- **\$10,000 FOR ANNUAL COMMITMENT TO BOONE COUNTY AGRICULTURAL & EDUCATION CENTER/NIEWOHNER ARENA.**

Clerk Devine noted that the Citizens Advisory Committee reviewed the request on January 2, 2025 and recommended approval. Councilman Porter made a motion to approve Economic Development Sales Tax Fund release to AEDC in the amount of \$47,500.00 for Economic Development Program activities as presented; seconded by Johnson. Voting Yea: Johnson, Tisthammer, Dailey, Porter. Voting Nay: None. Motion carried.

## PUBLIC HEARINGS

### 6. PUBLIC HEARING

**CONSIDER APPLICATION NUMBER CU-2025-01 FOR CONDITIONAL USE PERMIT OF TONY LEVANDER FOR PROPERTY LOCATED IN THE C-1 (GENERAL COMMERCIAL) ZONING DISTRICT AND LEGALLY DESCRIBED AS LOTS 1, 2, 3, 4, BLOCK 2, MANSFIELD ADDITION TO THE CITY OF ALBION, BOONE COUNTY, NEBRASKA, MORE COMMONLY KNOWN AS 308 WEST MARENGO STREET, ALBION, NEBRASKA.**

Mayor Jarecki opened the public hearing at 7:46 p.m. and sought public comment to consider Conditional Use Permit of Tony Levander for the former mortuary building. No comment received. The Mayor again sought public input. Hearing none, he closed the public hearing at 7:47 p.m. Councilman Dailey asked how many housing units Levander planned to put in. Clerk Devine stated that Levander plans to hire a consultant to help with the best option for the building. He could either use the main floor for a business and make the second story into housing space. Or, if the conditional use permit is granted, he could turn the whole building into housing space. Devine noted that the Planning Commission met on January 6, 2025 and recommended approval.

Councilman Dailey made a motion to approve Conditional Use Permit Application #CU-2025-01, seconded by Johnson. Voting Yea: Tisthammer, Dailey, Porter, Johnson. Voting Nay: None. Motion carried.

## RESOLUTIONS

### 7. **CONSIDER INTRODUCTION AND APPROVAL OF RESOLUTION 101(25) ADOPTING THE CITY OF ALBION, NEBRASKA PROCUREMENT POLICY AND CODE OF CONDUCT**

Clerk Devine noted this resolution is necessary to comply with requirements for the Rural Community Recovery Program \$1,000,000 Grant that the city has received for updating Clark Street Park and extension of the recreational trail.

Councilman Johnson made a motion to introduce and approve Resolution 101(25) Adopting the City of Albion, Nebraska Procurement Policy and Code of Conduct; seconded by Dailey. Voting Yea: Dailey, Johnson, Porter, Tisthammer. Voting Nay: None. Motion carried.

### 8. **CONSIDER INTRODUCTION AND APPROVAL OF RESOLUTION 102(25) REGARDING PLACEMENT OF TRAFFIC CONTROL SIGNS AT THE INTERSECTION OF FIRST AND PARK STREETS IN ORDER TO REGULATE TRAFFIC**

Clerk Devine stated that a Yield sign needs to be replaced at First and Park Streets. He was unable to find documentation that authorized the original placement of the sign. This resolution will authorize replacing the Yield sign at this location.

Councilman Johnson made a motion to introduce and approve Resolution 102(25) Regarding placement of traffic control signs at the intersection of First and Park Streets in order to regulate traffic; seconded by Porter. Voting Yea: Porter, Dailey, Johnson, Tisthammer. Voting Nay: None. Motion carried.

## ORDINANCES

### 9. **CONSIDER SECOND AND THIRD READINGS AND FINAL PASSAGE OF ORDINANCE 339(24) AN ORDINANCE RELATING TO A LEVY OF SPECIAL ASSESSMENT FOR THE UNPAID NUISANCE ABATEMENT COSTS AND FEES OF SUSAN NELSON BOSCHEN, 426 WEST MAIN STREET, ALBION, NEBRASKA**

The first reading of Ordinance 339(24) was read and approved at the December 10, 2024 city council meeting. Mayor Jarecki instructed Clerk Devine to read the second reading of the ordinance. Councilman Porter made a motion to approve the second reading and that statutory rules requiring the ordinance be read at three separate meetings be suspended, seconded by Johnson. Voting Yea: Dailey, Tisthammer, Johnson, Porter. Voting Nay: None. Motion carried. Mayor Jarecki instructed Clerk Devine to read the third reading of the ordinance. Councilman Porter made a motion to approve the third reading of Ordinance 339(24) and for final passage and adoption, seconded by Johnson. Councilman Johnson called the question. Mayor Jarecki sought further comment. With no further comment Mayor Jarecki declared Ordinance 339(24) having been read by title three different times, the rules have been suspended, the question is, "Shall Ordinance 339(24) finally pass?" Voting Yea: Tisthammer, Johnson, Porter, Dailey. Voting Nay: None. 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 the city financial reports for council review. The various city department and activities reports were included in the Mayor's report. No action taken.

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

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

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

## ITEMS TO BE PUT ON NEXT MEETING AGENDA

### 12. **Next Regular Meeting: February 11, 2025**

### 13. **Public Comment for Future Consideration**

None.

## ADJOURN

At 7:59 p.m. Councilman Dailey made a motion to adjourn, seconded by Johnson. Voting Yea: Tisthammer, Dailey, Porter, Johnson. Voting Nay: None. 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.

---

James Jarecki, Mayor

ATTEST:

---

Sharon Ketteler, Deputy Clerk