



CITY COUNCIL REGULAR MEETING

TUESDAY, FEBRUARY 11, 2025 at 7:30 PM

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

AGENDA

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

MAYOR'S COMMENTS

APPROVAL OF MINUTES

1. [APPROVAL OF MINUTES OF THE JANUARY 14, 2025 CITY COUNCIL MEETING](#)

OLD BUSINESS

2. NONE

NEW BUSINESS

3. [CONSIDER APPROVAL OF PROPOSAL FROM CHOYESKI CONCRETE AND CONSTRUCTION FOR THE DESIGN AND ERECTION OF A PRE-ENGINEERED STEEL BUILDING AS SPECIFIED FOR THE CARDINAL CAGE PROJECT](#)
4. [CONSIDER APPROVAL TO SUBMIT APPLICATION FOR THE NEBRASKA CIVIC AND COMMUNITY CENTER FINANCING FUND GRANT AND AUTHORIZING THE MAYOR TO SIGN ALL GRANT CONTRACT DOCUMENTS](#)
5. [CONSIDER PROPOSAL OF THE FRIENDS OF THE TRAIL COMMITTEE TO PURSUE A "GENERATION" TRAIL LINK FROM THE EXISTING TRAIL TO THE GOOD SAMARITAN SOCIETY CAMPUSES AND BOONE BEGINNINGS](#)
6. [CONSIDER AEDC REQUEST TO RELEASE of \\$35,836.00 IN ECONOMIC DEVELOPMENT SALES TAX FUNDS FOR ECONOMIC DEVELOPMENT PROGRAM ACTIVITES:](#)
 - [\\$18,800 FOR WATER AND SEWER SERVICE LINE INSTALLATION AT SOUTH PARK SUBDIVISION,](#)
 - [\\$17,036 TO PAY LOUP POWER FOR ELECTRICAL SERVICE INSTALLATION AT SOUTH PARK SUBDIVISION.](#)
7. [CONSIDER APPROVAL OF LAND PURCHASE AGREEMENT WITH ALBION DEVELOPMENT COMPANY, INC. FOR PROPERTY LEGALLY DESCRIBED AS LOTS 13 AND 14, BLOCK 2, F.C. HAWK'S ADDITION TO ALBION, BOONE COUNTY, NEBRASKA](#)
8. [CONSIDER APPROVAL OF AGREEMENT BETWEEN THE CITY OF ALBION AND JEO CONSULTING GROUP FOR PROFESSIONAL SERVICES ASSOCIATED WITH THE RURAL COMMUNITY RECOVERY PROGRAM GRANT PROJECTS](#)

9. [CONSIDER MEMORANDUM OF UNDERSTANDING WITH THE BOONE COUNTY SHERIFF'S DEPARTMENT IN REGARD TO PART TIME CITY POLICE DEPARTMENT EMPLOYMENT OF SHERIFF DEPARTMENT EMPLOYEES](#)
10. [APPROVE AUTHORIZED SIGNORS FOR ALL CITY ACCOUNTS AT CORNERSTONE BANK](#)
11. [CONSIDER REQUEST OF CORANCO GREAT PLAINS, INC. TO OCCUPY CITY RIGHT OF WAY NEAR INTERSECTION OF 3RD AND CHURCH STREETS FOR THE PURPOSE OF SOIL VAPOR EXTRACTION OF PETROLEUM VAPORS FROM CONTAMINATED SOIL.](#)

RESOLUTIONS

12. [CONSIDER INTRODUCTION AND APPROVAL OF RESOLUTION 103\(25\) ADOPTING THE CITY OF ALBION, NEBRASKA PROCUREMENT POLICY AND CODE OF CONDUCT](#)

REPORTS

13. [City Administrator Report](#)
[City Administrator report to the City Council regarding the status of various city departments, city activities, and city financial reports](#)
14. [CONSIDER BILLS FOR APPROVAL](#)
[*REVIEW MONTHLY BILLS REPORT AND CONSIDER FOR APPROVAL AND PAYMENT](#)

ITEMS TO BE PUT ON NEXT MEETING AGENDA

15. **Next Regular Meeting: March 11, 2025 7:30pm**
16. **Public Comment for Future Consideration**

ADJOURN

[***THE COUNCIL RESERVES THE RIGHT TO ENTER INTO EXECUTIVE SESSION ONLY AS PROVIDED IN R.S.N. 84-1410***](#)



AGENDA MEMO

MEETING NAME: Albion City Council

DATE: February 11, 2025

ITEM NAME: **APPROVAL OF MINUTES OF THE JANUARY 14, 2025 CITY COUNCIL MEETING**

PRESENTER(S):

BACKGROUND INFORMATION:

Minutes are enclosed for Mayor and Council Review.

DISCUSSION:

MOTION: To approve the minutes of the January 14, 2025 City Council Meeting

BY:

2ND:

ROLL CALL: Porter _____ Dailey _____ Tisthammer _____ Johnson _____

SUMMARY OF DECISION:



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



AGENDA MEMO

MEETING NAME: Albion City Council

DATE: February 11, 2025

ITEM NAME: **CONSIDER APPROVAL OF PROPOSAL FROM CHOYESKI CONCRETE AND CONSTRUCTION FOR THE DESIGN AND ERECTION OF A PRE-ENGINEERED STEEL BUILDING AS SPECIFIED FOR THE CARDINAL CAGE PROJECT**

PRESENTER(S):

ANDREW DEVINE

BACKGROUND INFORMATION:

A request for proposals was formally advertised last month. One proposal was received. It met the requirements as specified and the amount submitted was \$135,949.93. The bid tabulation from the bid opening is enclosed.

The Cardinal Cage committee will be informally seeking proposals for concrete, electrical, and HVAC – as authorized by the Council last month.

DISCUSSION:

MOTION: To approve proposal from Choyeski Concrete and Construction for the design and erection of a pre-engineered steel building as specified for the Cardinal Cage Project.

BY:

2ND:

ROLL CALL: Dailey _____ Johnson _____ Tisthammer _____ Porter _____

SUMMARY OF DECISION:

1/31/2025 Cardinal Cage - Proposal/Bid Opening Tabulation

Contractor Name	Proposal Requirements			Proposed Bid Amount
	Received at or before 2:30pm on January 31, 2025	5% Bid Security	Explanation of Proposal Including Estimated Dates for Construction, Delivery, and Erection	
Choyeski Concrete & Construction	Yes	Yes	Yes	\$ 135,949.93

The work is generally described as follows: ***Design – including footing specifications, construction, and erection of an insulated 100’ x 60’ pre-engineered metal building with one (1) 8’h x 8’w insulated overhead door and two (2) 80” x 36” insulated entry doors with dead bolt locks. Sidewall height shall be 20’ and roof slope shall be 2.0:12. Roof color and 3’8” wainscot should be red color with steel color being white. Insulation package shall be R13 walls and R19 roof insulation.***



AGENDA MEMO

MEETING NAME: Albion City Council

DATE: February 11, 2025

ITEM NAME: CONSIDER APPROVAL TO SUBMIT APPLICATION FOR THE NEBRASKA CIVIC AND COMMUNITY CENTER FINANCING FUND GRANT AND AUTHORIZING THE MAYOR TO SIGN ALL GRANT CONTRACT DOCUMENTS

PRESENTER(S):

Michelle Olson

BACKGROUND INFORMATION:

Michelle Olson is writing a grant application on behalf of the Cardinal Cage Committee for the 2nd Phase of the project.

Draft of application **Will be available at the meeting**

DISCUSSION:

MOTION: To approve APPLICATION FOR THE NEBRASKA CIVIC AND COMMUNITY CENTER FINANCING FUND GRANT AND AUTHORIZING THE MAYOR TO SIGN ALL GRANT CONTRACT DOCUMENTS

BY:

2ND:

ROLL CALL: Porter _____ Johnson _____ Dailey _____ Tisthammer _____

SUMMARY OF DECISION:



AGENDA MEMO

MEETING NAME: Albion City Council

DATE: February 11, 2025

ITEM NAME: **CONSIDER PROPOSAL OF THE FRIENDS OF THE TRAIL COMMITTEE TO PURSUE A "GENERATION" TRAIL LINK FROM THE EXISTING TRAIL TO THE GOOD SAMARITAN SOCIETY CAMPUSES AND BOONE BEGINNINGS**

PRESENTER(S):

LARRY BIRD

BACKGROUND INFORMATION:

The Friends of the Trail Committee is seeking support of the council in relation to planning for a trail link to be constructed on City Right of Way. A proposed route map is enclosed.

DISCUSSION:

MOTION: To approve PROPOSAL OF THE FRIENDS OF THE TRAIL COMMITTEE TO PURSUE A "GENERATION" TRAIL LINK FROM THE EXISTING TRAIL TO THE GOOD SAMARITAN SOCIETY CAMPUSES AND BOONE BEGINNINGS

BY:

2ND:

ROLL CALL: Porter _____ Johnson _____ Dailey _____ Tisthammer _____

SUMMARY OF DECISION:

Legend

100 ft

Albion City Limits

Albion E.IT

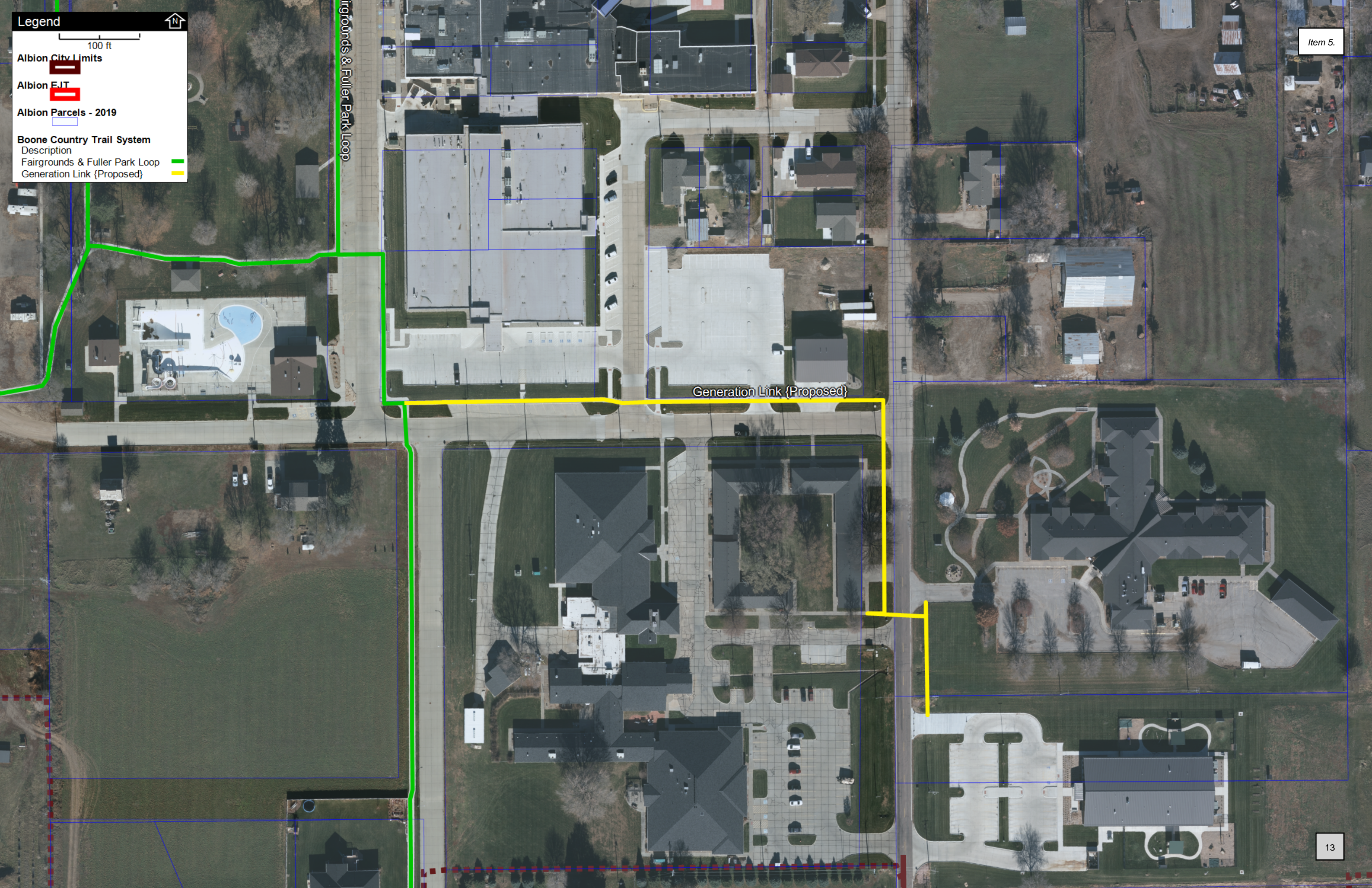
Albion Parcels - 2019

Boone Country Trail System

Description

Fairgrounds & Fuller Park Loop

Generation Link {Proposed}



Generation Link {Proposed}

Item 5.



AGENDA MEMO

MEETING NAME: Albion City Council

DATE: February 11, 2025

ITEM NAME: **CONSIDER AEDC REQUEST TO RELEASE of \$35,836.00 IN ECONOMIC DEVELOPMENT SALES TAX FUNDS FOR ECONOMIC DEVELOPMENT PROGRAM ACTIVITES:**

- **\$18,800 FOR WATER AND SEWER SERVICE LINE INSTALLATION AT SOUTH PARK SUBDIVISION,**
- **\$17,036 TO PAY LOUP POWER FOR ELECTRICAL SERVICE INSTALLATION AT SOUTH PARK SUBDIVISION.**

PRESENTER(S):

BACKGROUND INFORMATION:

AEDC REQUEST IS ATTACHED – CAC REVIEWED JANUARY 28, 2025 AND RECOMMENDED APPROVAL.

DISCUSSION:

MOTION: To approve economic development sales tax fund release to AEDC in the amount of \$35,836.00 IN ECONOMIC DEVELOPMENT SALES TAX FUNDS FOR ECONOMIC DEVELOPMENT PROGRAM ACTIVITES AS PRESENTED

BY:

2ND:

ROLL CALL: Porter _____ Johnson _____ Tisthammer _____ Dailey _____

SUMMARY OF DECISION:

FUNDS REQUEST MEMORANDUM

FROM: Albion Economic Development Corporation

DATE: January 28, 2025

TO: Citizens Advisory Committee and Albion City Council

AMOUNT: \$18,800 – Water/Sewer Line Services Installed by Obrist Plumbing at South Park Subdivision

\$17,036-Loup Power-Electric Lines for South Park Subdivision

PURPOSES:

- 1. AEDC requests \$18,800 to pay Obrist Plumbing for installation of the water and sewer service lines at South Park Subdivision.

- 4. AEDC requests the release of \$17,036 to pay Loup Power for the installation of the electric lines at South Park Subdivision.

ALBION ECONOMIC DEVELOPMENT CORPORATION

BY:  _____



TREASURER REPORT

"The Albion Economic Development Corporation "AEDC" Is an active agent for development activities in Albion. Local sales tax provides the funding for a number of business-related projects."

Prepared By: Steven Ruzek
Date: 1/15/2025

AEDC Assets/Commitments

\$ 49,142.45	Checking
\$ 36,136.52	Savings
\$ 50,000.00	Account Receivables: Due From Rural Workforce Fund
\$ 135,278.97	Total Current Assets

Current Revenue Sources

The Venue-2023 & 2024 Net Income of \$1,412.64

\$ -	YTD Income
\$ 70.27	YTD Expenses
\$ (70.27)	2025 Net Income

Membership Drive- (2023-41 Members, \$4,100 Revenue)

2024 \$ 100.00

City Sales Tax Funds Available-As of 1/15/2024

\$95,383.15 City Sales Tax Available for AEDC (\$142,515.49 Mo. Prior)

Housing Program Funds Available-As of 11/25/2024

\$161,921.11 Housing Program Fund. \$63,032 Designated for Payroll

Rural Work Force Housing Grant Fund-Albion Match-As of 1/15/2025

\$ 521,653.49	Matching Funds	\$704,518.53	Award Funds
\$ 34,681.98		\$ 23,759.15	

Albion Manor Cornerstone Accounts

\$ 10,315.22	Operating
\$ 58,124.37	Security Deposits/Savings
\$ 19,160.62	Loan-9/1/2027 Maturity, \$649.75/Mo. Payment

RESERVED CASH DETAIL			
Project	RESERVED	PAID OUT	TOTAL PROJECT
Housing/Land Loan Interest	\$ 14,000.00		\$ 14,251.00
October/November Bills Not Paid	\$ -	\$ 227.94	
FAIRGROUNDS PROJECT (JUNE 1)	\$ 10,000.00	\$ 60,000.00	\$ 100,000.00
Lot Improvement-The Venue	\$ 1,052.51	\$ 33,947.49	\$ 35,000.00
The Venue-CSB Contribution	\$ 988.43	\$ 49,811.57	\$ 50,800.00
Demolition Assistance	\$ 5,500.00	\$ 4,500.00	\$ 10,000.00
Housing Program Director	\$ 1,500.00		\$ 1,500.00
Façade Improvement Grant	\$ 878.00	\$ 9,122.00	\$ 10,000.00
Infrastructure Assistance	\$ 17,270.00	\$ 2,730.00	\$ 20,000.00
Operating/Misc. Bills	\$ 21,772.06	\$ 227.94	\$ 22,000.00
Trailer	\$ 3,000.00		\$ 3,000.00
Total Reserved Cash	<u>\$ 75,961.00</u>		
TOTAL UNRESERVED CASH	\$ 9,090.03		

Previous Project Allocation

The Nest, LLC-Façade/sign	2024	\$	3,300.00
Main Street Sports-Sign	2024	\$	5,000.00
Levander Infrastructure	2023	\$	39,050.00
AEDC Building Purchase	2023	\$	65,000.00
DTR-Classen/Curry/Primrose	2023	\$	7,822.00
Town & Country Vet Clinic	2022	\$	30,000.00
"Welcome to Albion" Signs	2021	\$	21,000.00
Carquest-Demo/Sign Program	2021	\$	50,000.00
Applied Connective	2019	\$	30,000.00
Firehall Purchase	2019	\$	22,500.00
Boilesen Property	2018	\$	115,000.00
Cardinal Inn	2017	\$	75,000.00
DTR-Grant-Various Years	2018-2021	\$	120,000.00

CD Balance/Equity

11/25/2024

CD/Project Security	CD Balance	Loan Balance
CD-Grat Plains (Boot Rack) 2/6/2025	\$ 5,002.95	\$ 4,075.93
CD-Great Plains (3 C's Catering) 1/2/2026	\$ 3,334.58	\$ 2,652.50
CD-Great Plains (3 C's Catering) 7/9/2024		
CD-CRSB-(ALM) 8/31/2030	\$ 5,113.46	\$ 4,496.93
CD-Cornerstone-(Main Street Sports) 3/8/2031	\$ 5,098.20	\$ 4,487.44
CD-Cornerstone-(Lucky Me Tee) 10/19/2029	\$ 12,000.00	\$ 11,665.72
	\$ 30,549.19	\$ 27,378.52
	EQUITY	\$ 3,170.67

Check Register : DECEMBER 2024, A/C#: 936906, Cornerstone Bank

NUMBER	DATE	DESCRIPTION OF TRANSACTION	C	DEBIT (-)	CREDIT (+)	BALANCE
	11/29/2024	Previous Balance			\$1,031.88	\$1,031.88
	12/6/2024	Transfer From Savings-Boone Beginnings Pmnt 5 of 5			\$10,000.00	\$11,031.88
1137	12/6/2024	Boone Beginnings-Pledge Payment 5 of 5		\$10,000.00		\$1,031.88
1138	12/06/2024	Loup Public Power-127 S 4th		\$136.98		\$894.90
1139	12/06/2024	Loup Public Power-129 S 4th		\$43.51		\$851.39
1140	12/06/2024	Loup Public Power-OLD BIKE SHOP		\$27.83		\$823.56
1141	12/06/2024	Albion Water Dept.-127 S 4th		\$154.69		\$668.87
1142	12/06/2024	Albion Water Dept.-129 S 4th		\$32.06		\$636.81
1143	12/06/2024	U.S. Postal Service-PO Box annual rent		\$120.00		\$516.81
1144	12/10/2024	Easy Street Designs-AEDC For Sale Sign		\$77.50		\$439.31
1145	12/10/2024	Albion News-Supplies		\$29.31		\$410.00
EFT	12/16/2024	Clearly-127 S 4th-Phone		\$132.92		\$277.08
EFT	12/16/2024	Stealth-127 S 4th-Internet		\$65.00		\$212.08
	12/23/2024	Transfer From Savings-Op Exps			\$2,000.00	\$2,212.08
EFT	12/23/2024	Black Hills Energy-127 & 11th street houses		\$342.75		\$1,869.33
	12/31/2024	Interest			\$1.07	\$1,870.40
	12/31/2024	Service Charge		\$10.00		\$1,860.40
Cornerstone Bank Balance: END OF MONTH						\$1,860.40



AGENDA MEMO

MEETING NAME: Albion City Council

DATE: February 11, 2025

ITEM NAME: **CONSIDER APPROVAL OF LAND PURCHASE AGREEMENT WITH ALBION DEVELOPMENT COMPANY, INC. FOR PROPERTY LEGALLY DESCRIBED AS LOTS 13 AND 14, BLOCK 2, F.C. HAWK'S ADDITION TO ALBION, BOONE COUNTY, NEBRASKA**

PRESENTER(S):

Andrew Devine and Shelby Kelley

BACKGROUND INFORMATION:

Attached is a purchase agreement for the two lots adjacent to the Clark Street park. This property purchase needs to be executed by the end of March to comply with the Rural Community Recovery grant requirements.

The property was appraised and has appraised for higher than the asking/purchase price in the agreement.

A summary of the appraisal is enclosed as well.

DISCUSSION:

MOTION: To approve the land purchase agreement with Albion Development Company, Inc for property legally described as Lots 13 and 14, Block 2, F.C. Hawk's Addition to Albion, Boone County, Nebraska

BY:

2ND:

ROLL CALL: Tisthammer _____ Porter _____ Dailey _____ Johnson _____

SUMMARY OF DECISION:

RECONCILIATION OF THREE APPROACHES TO VALUE - FINAL VALUE DETERMINATION

VALUE INDICATED BY SALES COMPARISON APPROACH = \$38,300

VALUE INDICATED BY INCOME APPROACH = NOT UTILIZED

VALUE INDICATED BY COST APPROACH = \$43,200

SUBJECT PROPERTY PRESENT "AS IS" MARKET VALUE AS OF DECEMBER 30, 2024 = \$40,750.00

COMMENTS

A table with the three approaches to value and their respective weighted value factors is shown below:

<u>APPROACH TO VALUE</u>	<u>WEIGHTED VALUE FACTOR</u>
SALES COMPARISON APPROACH	50 %
INCOME APPROACH	N/A
COST APPROACH	50 %

January 23, 2025


 DOUGLAS L. STEJSKAL
 NEBRASKA CERTIFIED GENERAL REAL
 PROPERTY APPRAISER #CG920114
 EXPIRES - DECEMBER 31, 2025

AGREEMENT FOR THE SALE OF REAL ESTATE

THIS AGREEMENT FOR THE SALE OF REAL ESTATE made and entered into this _____ day of _____, 2025 by and between Albion Development Company, Inc., hereinafter referred to as Seller, and the City of Albion, Nebraska, hereinafter referred to as Purchaser.

RECITALS

WITNESSETH:

WHEREAS, the Seller is authorized to conduct business in the State of Nebraska, and is the fee simple owner of said real estate, hereinafter described, which they desires to sell, and

WHEREAS, the Purchaser is a Nebraska municipality authorized to conduct business in the State of Nebraska and desires to purchase the real estate owned by the Seller upon the terms and under the conditions contained in this Agreement for the Sale of Real Estate (the "Agreement"),

NOW, THEREFORE, for and in consideration of the mutual promises of the parties hereinafter contained and for other good and valuable consideration as hereinafter set forth, the Seller agrees to sell to the Purchaser, and the Purchaser agrees to purchase from the Seller, the real estate hereinafter described upon the terms and under the conditions as set forth in this Agreement:

1. REAL ESTATE: The real estate which is the subject of this Agreement has the legal description as follows:

Lots 13 and 14, Block 2, F.C. Hawk's Addition to Albion, Boone County, Nebraska,

together with all hereditaments and appurtenances thereunto belonging, free and clear of all encumbrances except easements and restrictions of record (the "Real Estate").

2. PURCHASE PRICE: The purchase price to be paid to the Seller by the Purchaser shall be and is the sum of Forty Thousand Seven Hundred Fifty Dollars and no/100 (\$40,750.00), which shall be paid to the Seller at closing.

3. CLOSING AND POSSESSION: The closing of this Agreement shall occur in the offices of Boone County Title & Escrow, LLC in Albion, Nebraska, and shall take place on or before _____, 2025. The Purchaser, concurrently with due performance on their part shall be entitled to immediate possession of the Real Estate.

4. TITLE INSURANCE: Seller agrees to furnish a commitment for title insurance to the Purchaser within a reasonable time from the execution of this Agreement. The title insurance policy will be issued to the Purchaser showing marketable title in Seller. The terms and conditions of the land title law of Nebraska and title standards approved by the Nebraska State

Bar Association to the date of examination of title shall be the standards for measuring whether title can be delivered free and clear of liens, encumbrances, and other title defects. Seller and Purchaser agree that title insurance shall be provided by Boone County Title & Escrow LLC.

5. WARRANTY DEED: The Seller shall, at the time of the closing of this Agreement, make and execute a good and sufficient Warranty Deed conveying subject Real Estate to the Purchaser, free and clear of all liens and encumbrances (except easements and restrictions of record). The Seller shall be responsible for the Nebraska Transfer Tax which is required to be paid upon the recording of the Deed.

6. REAL ESTATE TAXES AND SPECIAL ASSESSMENTS, IF ANY: All real estate taxes and assessments for the years prior to the year of closing shall be paid by Seller. The real estate taxes for the year of closing will be pro-rated as of the date of closing, based on the County Assessor's certified current valuation as of the date of the proration.

7. CONDITION OF PROPERTY: This Agreement is based upon Purchaser's personal inspection of the Real Estate. The Real Estate is being sold hereunder "as is", "where is" and "with all faults", without representation or warranty, express or implied, from Seller or Seller's agent.

8. REMEDIES OF SELLER: In the event the Purchaser fails to make any payment of the purchase price as hereinabove provided, or in the event the Purchaser fails or refuse to comply with the conditions assumed by Purchaser, or to perform all of their obligations hereunder, Seller may, at Seller's option: a) rescind and terminate this Agreement, whereupon all rights and obligations hereunder shall cease and terminate; or b) enforce this Agreement by any appropriate action allowed by the laws of the State of Nebraska, or in equity, including an action for specific performance, foreclosure, or for damages for breach. The failure of the Seller to exercise any optional remedy hereby specified at the time of any default shall not operate as a waiver of the right of the Seller to exercise such optional remedy for the same or any subsequent default at any time thereafter.

9. REMEDIES OF PURCHASER: If the Seller fails or refuses to perform their obligations hereunder, including the furnishing of good title as herein defined and transfer of possession, the Purchaser may either: a) rescind this Agreement and recover all deposits and other amounts paid by the Purchaser hereunder, and all expenses paid or incurred by Purchaser; or b) pursue any remedy available to the Purchaser under the laws of the State of Nebraska, or in equity, including an action to compel specific performance of this Agreement, or an action for damages for breach.

10. ASSIGNMENT: It is understood and agreed by and between the parties hereto that the Purchaser shall not assign this Agreement without the express written consent of the Seller.

11. BINDING ON PARTIES: This Agreement shall be binding upon the original parties hereto and upon the heirs, executors, administrators, personal representatives and assigns of each of said parties.

12. ALLOCATION OF EXPENSES: The parties agree that the expenses of the sale shall be allocated as follows:

Preparation of Deed -	Purchaser;
Preparation of Purchase Agreement	Purchaser;
Closing Fee -	Purchaser;
Filing Fee of Deed -	Purchaser;
Title Insurance -	Purchaser;
Lender's Title Insurance –	Purchaser; and
Documentary Stamp Tax –	Seller.

13. COUNTERPARTS: This Agreement may be executed in counterparts and when combined shall constitute one agreement.

14. REPORTING REQUIREMENTS: The parties acknowledge and agree that a Form 1099S may be filed with the Internal Revenue Service by reporting the identity of the Seller, a general description of the real estate involved, the date of the closing and the amount of the total consideration.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement for the Sale of Real Estate.

SELLER:

PURCHASER:

Albion Development Company, Inc.

City of Albion, Nebraska

Dated: _____

Dated: _____



AGENDA MEMO

MEETING NAME: Albion City Council

DATE: February 11, 2025

ITEM NAME: **CONSIDER APPROVAL OF AGREEMENT BETWEEN THE CITY OF ALBION AND JEO CONSULTING GROUP FOR PROFESSIONAL SERVICES ASSOCIATED WITH THE RURAL COMMUNITY RECOVERY PROGRAM GRANT PROJECTS**

PRESENTER(S):

BACKGROUND INFORMATION:

The City of Albion solicited qualifications for design of trail, Park on Clark site layout, and a pavilion/restroom building.

JEO was the only respondent and has submitted a proposed agreement for services of \$197,900; HOWEVER, we discussed the scope further and they were able to reduce the agreement to \$184,900. {Enclosed}

DISCUSSION:

MOTION: To _____ **AGREEMENT BETWEEN THE CITY OF ALBION AND JEO CONSULTING GROUP FOR PROFESSIONAL SERVICES ASSOCIATED WITH THE RURAL COMMUNITY RECOVERY PROGRAM GRANT PROJECTS**

BY:

2ND:

ROLL CALL: Porter _____ Johnson _____ Dailey _____ Tisthammer _____

SUMMARY OF DECISION:



February 6, 2025

Mayor and City Council
City of Albion
420 W Market Street
Albion, NE 68620

RE: Albion City Trail
Albion, NE
JEO Project No. 242074.00

Dear Mayor and City Council:

Below is a summary of the services JEO Consulting Group, Inc. (JEO) will provide for the Albion City Trail project.

- JEO to provide survey, conceptual design, final design, bidding, and construction services for the proposed trail and park improvements. This work generally includes the following:
 - Conceptual design and evaluation of two trail routes and review with City Staff
 - Conceptual layout of Park on Clark
 - Topographic survey of selected trail route
 - Final design of Trail and Restroom/Picnic Shelter which includes two design teams (Transportation and Architecture/Structures).
 - One bid package/contract for both the trail improvements and Restroom/Picnic Shelter.
 - Include NDOT Coordination and permitting for trail crossing State Highway 91
 - Construction Administration, Construction Staking, and Construction Inspection for both the restroom/picnic shelter and trail improvements
- Schedule: Complete Topographic Survey, Design, and Bidding by Fall of 2025. Construction would begin in the spring of 2026.
- Fee: The total fee for JEO Professional Services is \$184,900. This fee was determined after adjustments to the scope/personal from the original \$197,900 fee.

We sincerely appreciate the opportunity to offer our engineering services for this work. Should you have any questions or concerns regarding the details outlined above, or an aspect of this agreement requires clarification, please feel free to contact me at awilshusen@jeo.com or 402.768.1120.

Sincerely,

Andrew Wilshusen, PE
Project Manager

Enclosures

cc: Andrew Devine



**AGREEMENT
BETWEEN CLIENT AND JEO CONSULTING GROUP, INC.
FOR
PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT effective as of **February 11, 2025** (“Effective Date”) between **City of Albion** (“Client”) and **JEO Consulting Group, Inc.** (“JEO”).

Client’s project, of which JEO’s services under this Agreement are a part, is generally identified as follows:

Albion City Trail (“Project”).

JEO Project Number: **240074.00**

Client and JEO further agree as follows:

ARTICLE 1 - SERVICES OF JEO

1.01 Scope

- A. JEO shall provide, or cause to be provided, the services set forth in Exhibit A.

ARTICLE 2 - CLIENT’S RESPONSIBILITIES

2.01 Client Responsibilities

- A. Client responsibilities are outlined in Section 3 of Exhibit B.

ARTICLE 3 - COMPENSATION

3.01 Compensation

- A. Client shall pay JEO as set forth in Exhibit A and per the terms in Exhibit B.
- B. The fee for the Project is: **\$184,900**
- C. The Standard Hourly Rates Schedule shall be adjusted annually (as of approximately January 1st) to reflect equitable changes in the compensation payable to JEO. The current hourly rate schedule can be provided upon request.

ARTICLE 4 - EXHIBITS AND SPECIAL PROVISIONS

4.01 Exhibits

Exhibit A – Scope of Services
Exhibit B – General Conditions

4.02 Total Agreement

A. This Agreement (consisting of pages 1 to 2 inclusive, together with the Exhibits identified as included above) constitutes the entire agreement between Client and JEO and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

Client: **City of Albion, NE**

JEO Consulting Group, Inc.



By: 

By: Andrew Wilshusen

Title: 

Title: Project Manager

Date Signed: 

Date Signed: 2/7/2025

Address for giving notices:

Address for giving notices:



JEO Consulting Group, Inc.



319 North Locust Street



Grand Island, NE







**SCOPE OF SERVICES:
Exhibit A**

PROJECT DESCRIPTION:

Albion, Ne: The project will consist of the site layout of the Park on Clark at the southeast corner of the intersection of Clark Street and 9th Street, and including the design of a combination Pavilion/Shelter and Restroom Facility and Phase 2 of the Trail System to link key recreation facilities of Fuller Park, Albion Sports Complex, and the Park at Clark Street and 9th Street..

The combination Pavilion/Shelter and Restroom Facility will be an ADA accessible facility. The shelter structure will be approximately 50' x 30' and includes two unisex restrooms with a toilet and sink in each. It is anticipated that the restrooms will be designed as a slab-on-grade structure with a perimeter footing with 8' concrete block walls. The picnic shelter will be designed as a steel post and beam structure. The building will be vented, but it will not be conditioned for heating and cooling thus the building will need to be winterized

1 DESIGN PHASE

- 1.1 Provide Project Management throughout all Phase of this project, to include:
 - 1.1.1 Coordination of all design disciplines including facilitating communication and transfer of documents between disciplines to minimize errors in the technical memos, plans and specifications, as well as ensure a timely project design.
 - 1.1.2 Provide timely and coordinated communication to and from the Owner for requests for information, providing progress updates, scheduling meetings, and receiving and providing feedback.
 - 1.1.3 Provide oversight to ensure scope of services and schedule is met.
 - 1.1.4 Work with disciplines to identify potential risks and how to mitigate those risks.
 - 1.1.5 Review billed hours by design team and prepare invoice statements for Owner.
- 1.2 Coordinate Geotechnical Investigation. Engineer will solicit geotechnical investigation firms for services to be secured by the Owner. Owner to pay for geotechnical services.
- 1.3 Engineer will schedule and obtain a topographic survey of the part of the park site where the improvements will be located and along the selected trail route containing the following:
 - 1.3.1 Survey the locations of all visible physical features (i.e.: concrete, asphalt, gravel, rock, driveways, sidewalks, trees, utility poles, valves, manholes, signs, drainage structures, curb stops, water meter pits, terrain profiles, etc.) within the proposed site location.
 - 1.3.2 Collect available utility location information and incorporate on preliminary plans (gas, telephone, electric, water, sanitary sewer, communications, etc.).
 - 1.3.3 Create an electronic drawing using AutoCAD illustrating elevations, site features, property boundaries, and existing utilities resulting from the surveys performed.
 - 1.3.4 Collect available property pins and/or sections corners to develop the necessary legal descriptions required for the project.

- 1.3.5 Survey limits are from centerline of roadway to city ROW line on the side of the selected trail route/location.
- 1.4 Engineer will make a "One Call" for utility locates to be marked in the project corridor and together with other survey data, will map existing site conditions within the electronic drawing.

Pavilion/Shelter and Restroom Combination Facility:

- 1.5 Develop design/construction documents indicating the scope of the work for the Combination Facility. Services include architectural, structural, mechanical (vented) and electrical design.
- 1.6 Drawings will include a floor plan, roof plan, exterior elevations, a building section, a door schedule, toilet accessory schedule, interior restroom elevations, water and sanitary sewer service, and other plans and details as deemed necessary by the design team.
- 1.7 Deliver schematic design documents to the city for review
- 1.8 Meeting with owner to review detailed building plans. (Virtual)

Trail Design:

- 1.9 Review of existing data and design requirements.
- 1.10 Complete an onsite visit to review 11th Street proposed trail route.
- 1.11 Complete a conceptual layout of the 11th Street trail route
- 1.12 Prepare a conceptual cost opinion of 11th Street trail route.
- 1.13 Meet with the city (1 Virtual Meeting), to review the proposed conceptual trail route.
- 1.14 JEO will review and concept Trail Route 2-B only if directed by the City. This would be an additional cost.
- 1.15 Prepare 60% complete preliminary plans of selected trail route, to include:
 - 1.15.1 Cover sheet and general location maps
 - 1.15.2 Survey control sheets
 - 1.15.3 Removal plan
 - 1.15.4 Trail plan and preliminary profile (with construction notes)
 - 1.15.5 Drainage sheets
 - 1.15.6 Utility Sheets
 - 1.15.7 Typical cross section of trail
 - 1.15.8 Cross section sheets
- 1.16 Prepare a 60% complete opinion of probable construction cost.
- 1.17 Perform an internal quality assurance/quality control (QA/QC) review of the preliminary plans and specifications.
- 1.18 Conduct a plan-in-hand review in the field with the Owner to confirm the proposed layout, survey information and opinion of probable construction cost. (One meeting)
- 1.19 Revise plans and specifications based on the QA/QC comments and the 60% complete design meeting with the Owner.
- 1.20 Prepare 90% complete plans and specifications. Plans and specifications to include:
 - 1.20.1 All sheets previously listed for the 60% complete plans.
 - 1.20.2 Design detail sheets.
 - 1.20.3 Temporary Traffic Control Sheets

- 1.20.4 SWPPP Plan Sheets
- 1.20.5 Completion of the special provisions section of the specifications.
- 1.20.6 Complete all forms for Contract Documents including proposals, advertisements for bids, construction contracts, and payment and performance bonds as required.
- 1.21 Perform an internal QA/QC review of the 90% complete plans and specifications.
- 1.22 Finalize construction drawings and specifications subject to Owner's approval.
- 1.23 Prepare a list of final construction quantities and furnish a final opinion of probable construction cost.
- 1.24 Provide completed final documents (Plans, Specifications, and Contract Documents) signed and sealed by a professional engineer registered in the State of Nebraska to Owner.
- 1.25 Prepare necessary permit applications to construct the Trail improvements crossing Highway 91 with the Nebraska Department of Transportation (NDOT) Owner to sign and send actual submittal to NDOT and pay all fees associated with the permit application.
- 1.26 Prepare a Storm Water Pollution Prevention Plan (SWPPP) complying with state regulations.
- 1.27 Coordinate the Owner's signature and submit a Notice of Intent (NOI) to the NDEQ to obtain an NPDES Storm Water permit. Owner to pay all permit fees.
- 1.28 Attend up to one (1) meeting to review final design documents and opinions of probable construction cost, obtain approval of the final plans, specifications and bid documents and receive authorization to submit final plans, specifications and bid documents to the appropriate agencies for review and approval. Authorize advertising for bids.

2 BIDDING AND NEGOTIATION PHASE

- 2.1 Provide assistance with authorizing the advertisement for bids and setting the bid date and time.
- 2.2 Send Notice to Bidders to Contractors, Builder Bureaus and Plan Rooms.
- 2.3 Furnish electronic or paper copies of plans, specifications, and contract documents of the project to prospective bidders, material suppliers, and other interested parties upon their request.
- 2.4 Respond to inquiries from prospective bidders and prepare any addenda required.
- 2.5 Assist the Owner in securing construction bids for the project.
- 2.6 Assist the Owner at the bid opening, consisting of one (1) meeting.
- 2.7 Tabulate and analyze construction bids and report on them to the Owner, together with advice and assistance to the Owner in award of construction contract.
- 2.8 Attend one (1) meeting with the Owner to present and review all bids received and assist the Owner in award of the construction contract.
- 2.9 Prepare and submit necessary information to the Owner for project award approval.
- 2.10 Prepare Contract Documents (Construction Contract and Notice to Proceed) for execution by the Prime Contractor(s) and the Owner; provide cursory reviews of all insurance and bonds submittals; then advise the Owner to proceed with execution of all documents.
- 2.11 Provide copies of all executed Contract Documents to the Owner and Prime Contractor(s).

3 CONSTRUCTION PHASE

- 3.1 Schedule and conduct a Pre-construction Conference, consisting of one (1) meeting prior to construction beginning. This conference (Pre-Con) will review the required timelines set forth in the specifications, lines of communication, key contacts of those involved, review any conflicts with utilities or schedules, review the schedule proposed by the Contractor, review any requirements of the Contractor for locates and staking needs, etc. Minutes of the Pre-Construction Conference will be provided to all participants by the Engineer.
- 3.2 Provide baseline survey for horizontal and vertical controls for the proposed improvements, to be referenced by both the Engineer and Contractor during the construction of the project.
- 3.3 Provide construction staking of the proposed improvements, including marking removals, location and grade of the proposed storm sewer and paving improvements.
- 3.4 Review shop drawings and related data supplied by the Contractor.
- 3.5 Provide interpretation of the plans and specifications, when necessary.
- 3.6 Review and process Contractor's monthly payment applications and change orders (if necessary) and provide to Owner for review and approval.
- 3.7 Attend up to two (2) City Council meetings during construction to provide project updates and assistance with pay applications, change orders, etc.
- 3.8 Consult with and advise Owner during construction regarding all aspects of the project.
- 3.9 Coordinate and review geotechnical soil and concrete testing results. Construction material testing (compaction and concrete compressive strength) cost to be paid for by the Owner. Any retesting is the responsibility of the Contractor.
- 3.10 Perform measurement of all final as-built quantities.
- 3.11 Conduct a final inspection of project with the Contractor and Owner.
- 3.12 Prepare a final punch list of outstanding items needing completion prior to finalization of the project based on field observations and reviews by the Resident Project Representative, Contractor, and Owner.
- 3.13 Recommend to the Owner the acceptance of the project and complete the necessary certificate(s). This recommendation will be based on the Engineer's observation of construction utilizing professional judgment and accepted tests to determine that the Contractor has completed their contracts in substantial compliance with the plans, specifications and contract documents.
- 3.14 Prepare Record Drawings.
- 3.15 Assist the Owner during the 12-month warranty period with questions and coordination with the contractor for warranty period correction items.
- 3.16 Issue 6- and 11-month warranty letters to the Owner and Contractor. Conduct field reviews of project should a field inspection be necessary.
- 3.17 Issue a warranty period correction letter to the contractor for warranty repair items if necessary.

4 RESIDENT PROJECT REPRESENTATION

- 4.1 JEO will furnish a part-time Resident Project Representative (RPR) to observe construction progress and quality of the work. Estimated at 180 hours. Estimated 12 weeks of construction.
- 4.2 The duties and responsibilities of the RPR are described as follows:
 - 4.2.1 Review of contractors work for general compliance with the plans and specifications.

- 4.2.2 Complete Construction Observation Reports when on site
- 4.2.3 Coordinate pay quantities with contractor and engineer.
- 4.2.4 Review of materials delivered to the site for specification compliance.
- 4.2.5 Assist the engineer in interpretation of the plans and specifications to the contractor.
- 4.2.6 Review and coordinate materials testing by assigned testing firm.
- 4.2.7 Compile records for use in preparing record drawings.

5 OWNER RESPONSIBILITIES

- 5.1 Provide timely review of documents or requests for information.
- 5.2 Provide access to property to conduct proposed services.
- 5.3 Provide contact information for utility companies within the right-of-way along the project route.
- 5.4 Enter into an agreement for a geotechnical investigation and materials testing.
- 5.5 City administrator to review project progress and pay applications at City Council meetings when JEO is not present.

6 FEE

6.1 JEO proposes to provide the services defined above for the fees defined below:

<u>Task</u>	<u>Fee</u>
Design Phase (Lump Sum)	\$ 126,700.00
Bidding and Negotiation Phase (Lump Sum)	\$ 7,500.00
Construction Phase (Lump Sum)	\$ 19,800.00
Resident Project Representation (Hourly not to exceed)	\$ <u>30,900.00</u>
Total (Lump Sum and Hourly)	\$ 184,900.00

7 PROGRESS PAYMENTS

- 7.1 JEO will bill for services completed near the end of each month. All invoices are due payable upon receipt and are considered delinquent after 30 days.
- 7.2 Invoices not paid within 30 days may be charged interest at the annual rate of 12% (1.0%/month).
- 7.3 Payments will be applied first to the interest then principal.
- 7.4 Work by JEO will cease if invoices have not been paid in full within 60 days and will not begin again until full payment with interest has been received.

8 CONTRACT TIME

- 8.1 JEO will work as expeditiously as possible, pending authorization from Owner to complete the tasks in this project.
- 8.2 Design Phase – Complete by October 2024
- 8.3 Bidding and Negotiation Phase – 45-60 days from authorization to advertise.
- 8.4 Construction Phase – Spring 2026

- 8.5 If the Basic Services covered by this Agreement have not been completed by March 15, 2025, through no fault of JEO, extension or adjustment of JEO's services beyond that time shall be compensated as additional services.
- 8.6 The information in this proposal and fee estimate is valid until December 31, 2026. After that time, the scope of services and estimated are subject to adjustment.

9 EXCLUSIONS

- 9.1 Design of storm sewer, water main, sanitary sewer main, electrical distribution, etc.
- 9.2 Geotechnical investigation of subsurface soils conditions (separate contract)
- 9.3 Materials Testing during construction (separate contract)
- 9.4 Land rights and ownership information.
- 9.5 Design past preliminary park amenities lay out.
- 9.6 Floodplain, US Army Corps of Engineers Section 404, or other environmental permitting
- 9.7 Wetlands determination and mitigation
- 9.8 Environmental and endangered species surveys
- 9.9 Traffic study
- 9.10 SWPPP administration and inspections
- 9.11 Any permit fees associated with permit applications
- 9.12 Special meetings and meetings not outlined in the Scope of Services
- 9.13 Street lighting
- 9.14 Grant administration
- 9.15 Payroll record review and labor interviews
- 9.16 Easement description preparation
- 9.17 Utility map updates

10 REIMBURSABLE EXPENSES

- 10.1 Typical reimbursable expenses are included in the lump-sum and cover: mileage for trips required to complete the work defined above, long-distance phone calls, meals, other travel expenses, software, copies/prints, and faxes.
- 10.2 Other reimbursable expenses shall be billed at 110% of their cost.

11 ADDITIONAL TERMS

- 11.1 The General Conditions are specified in Exhibit B.

JEO CONSULTING GROUP INC ■ JEO ARCHITECTURE INC

GENERAL CONDITIONS

1. SCOPE OF SERVICES: JEO Consulting Group, Inc. ("JEO") shall perform the services described in Exhibit A. JEO shall invoice the client for these services at the fee stated in Exhibit A.

2. ADDITIONAL SERVICES: JEO can perform work beyond the scope of services, as additional services, for a negotiated fee or at fee schedule rates.

3. CLIENT RESPONSIBILITIES: The client shall provide all criteria and full information as to the client's requirements for the project; designate and identify in writing a person to act with authority on the client's behalf in respect to all aspects of the project; examine and respond promptly to JEO's submissions; and give prompt written notice to JEO whenever the client observes or otherwise becomes aware of any defect in work.

Unless otherwise agreed, the client shall furnish JEO with right-of-access to the site in order to conduct the scope of services. Unless otherwise agreed, the client shall also secure all necessary permits, approvals, licenses, consents, and property descriptions necessary to the performance of the services hereunder. While JEO shall take reasonable precautions to minimize damage to the property, it is understood by the client that in the normal course of work some damage may occur, the restoration of which is not a part of this agreement.

Client is responsible for paying the sales tax/fees on services provided, if sales tax/fees are required by the jurisdiction of the project. This amount may not be included in the fee for the project.

4. TIMES FOR RENDERING SERVICES: JEO's services and compensation under this agreement have been agreed to in anticipation of the orderly and continuous progress of the project through completion. Unless specific periods of time or specific dates for providing services are specified in the scope of services, JEO's obligation to render services hereunder shall be for a period which may reasonably be required for the completion of said services.

If specific periods of time for rendering services are set forth or specific dates by which services are to be completed are provided, and if such periods of time or date are changed through no fault of JEO, the rates and amounts of compensation provided for herein shall be subject to equitable adjustment. If the client has

requested changes in the scope, extent, or character of the project, the time of performance of JEO's services shall be adjusted equitably.

5. INVOICES: JEO shall submit invoices to the client monthly for services provided to date and a final bill upon completion of services. Invoices are due and payable within 30 days of receipt. Invoices are considered past due after 30 days. Client agrees to pay a finance charge on past due invoices at the rate of 1.0% per month, or the maximum rate of interest permitted by law.

If the client fails to make any payment due to JEO for services and expenses within 30 days after receipt of JEO's statement, JEO may, after giving 7 days' written notice to the client, suspend services to the client under this agreement until JEO has been paid in full all amounts due for services, expenses, and charges.

6. STANDARD OF CARE: The standard of care for all services performed or furnished by JEO under the agreement shall be the care and skill ordinarily used by members of JEO's profession practicing under similar circumstances at the same time and in the same locality. JEO makes no warranties, express or implied, under this agreement or otherwise, in connection with JEO's services.

JEO shall be responsible for the technical accuracy of its services and documents resulting therefrom, and the client shall not be responsible for discovering deficiencies therein. JEO shall correct such deficiencies without additional compensation except to the extent such action is directly attributable to deficiencies in client furnished information.

7. REUSE OF DOCUMENTS: Reuse of any materials (including in part plans, specifications, drawings, reports, designs, computations, computer programs, data, estimates, surveys, other work items, etc.) by the client on a future extension of this project, or any other project without JEO's written authorization shall be at the client's risk and the client agrees to indemnify and hold harmless JEO from all claims, damages, and expenses including attorney's fees arising out of such unauthorized use.

8. ELECTRONIC FILES: Copies of Documents that may be relied upon by the client are limited to the printed copies (also known as hard copies) that are signed or sealed by JEO. Files in electronic media format of text,

JEO CONSULTING GROUP INC ■ JEO ARCHITECTURE INC**GENERAL CONDITIONS**

data, graphics, or of other types that are furnished by JEO to the client are only for convenience of the client. Any conclusion or information obtained or derived from such electronic files shall be at the user's sole risk.

a. Because data stored in electronic media format can deteriorate or be modified inadvertently or otherwise without authorization of the data's creator, the party receiving electronic files agrees that it shall perform acceptance tests or procedures within 30 days, after which the receiving party shall be deemed to have accepted the data thus transferred. Any errors detected within the 30 day acceptance period shall be corrected by the party delivering the electronic files. JEO shall not be responsible to maintain documents stored in electronic media format after acceptance by the client.

b. When transferring documents in electronic media format, JEO makes no representations as to long term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by JEO at the beginning of the project.

c. The client may make and retain copies of documents for information and reference in connection with use on the project by the client.

d. If there is a discrepancy between the electronic files and the hard copies, the hard copies govern.

e. Any verification or adaptation of the documents by JEO for extensions of the project or for any other project shall entitle JEO to further compensation at rates to be agreed upon by the client and JEO.

9. SUBCONSULTANTS: JEO may employ consultants as JEO deems necessary to assist in the performance of the services. JEO shall not be required to employ any consultant unacceptable to JEO.

10. INDEMNIFICATION: To the fullest extent permitted by law, JEO and the client shall indemnify and hold each other harmless and their respective officers, directors, partners, employees, and consultants from and against any and all claims, losses, damages, and expenses (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) to the extent such claims, losses, damages, or expenses are caused by the indemnifying parties' negligent acts, errors, or omissions. In the event claims, losses, damages, or expenses are caused by the joint or concurrent

negligence of JEO and the client, they shall be borne by each party in proportion to its negligence.

11. INSURANCE: JEO shall procure and maintain the following insurance with limits not less than shown during the performance of services under this agreement:

a. Workers' Compensation: Statutory

b. Employer's Liability

i. Each Accident: \$500,000

ii. Disease, Policy Limit: \$500,000

iii. Disease, Each Employee: \$500,000

c. General Liability

i. Each Occurrence (Bodily Injury and Property Damage): \$1,000,000

ii. General Aggregate: \$2,000,000

d. Auto Liability

i. Combined Single: \$1,000,000

e. Excess or Umbrella Liability

i. Each Occurrence: \$1,000,000

ii. General Aggregate: \$1,000,000

f. Professional Liability:

i. Each Occurrence: \$1,000,000

ii. General Aggregate: \$2,000,000

g. All policies of property insurance shall contain provisions to the effect that JEO and JEO's consultants' interests are covered and that in the event of payment of any loss or damage the insurers shall have no rights of recovery against any of the insureds or additional insureds thereunder.

h. For projects with construction services, the client shall require the contractor to purchase and maintain general liability and other insurance as specified in the Contract Documents and to cause JEO and JEO's consultants to be listed as additional insured with respect to such liability and other insurance purchased and maintained by the contractor for the project.

i. The client shall reimburse JEO for any additional limits or coverages that the client requires for the project.

12. TERMINATION: This agreement may be terminated by either party upon 7 days prior written notice. In the event of termination, JEO shall be compensated by client for all services performed up to and including the termination date. The effective date of termination may be set up to thirty (30) days later than otherwise provided to allow JEO to demobilize personnel and equipment from the site, to complete tasks whose value would otherwise be lost, to prepare

JEO CONSULTING GROUP INC ■ JEO ARCHITECTURE INC

GENERAL CONDITIONS

notes as to the status of completed and uncompleted tasks, and to assemble project materials in orderly files.

13. GOVERNING LAW: This agreement is to be governed by the law of the state in which the project is located.

14. SUCCESSORS, ASSIGNS, AND BENEFICIARIES: The client and JEO each is hereby bound and the partners, successors, executors, administrators and legal representatives of the client and JEO are hereby bound to the other party to this agreement and to the partners, successors, executors, administrators and legal representatives (and said assigns) of such other party, with respect to all covenants, agreements and obligations of this agreement.

a. Neither the client nor JEO may assign, sublet, or transfer any rights under or interest (including, but without limitation, monies that are due or may become due) in this agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment shall release or discharge the assignor from any duty or responsibility under this agreement.

b. Unless expressly provided otherwise in this agreement: Nothing in this agreement shall be construed to create, impose, or give rise to any duty owed by the client or JEO to any contractor, contractor's subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them.

c. All duties and responsibilities undertaken pursuant to this agreement shall be for the sole and exclusive benefit of the client and JEO and not for the benefit of any other party.

15. PRECEDENCE: These standards, terms, and conditions shall take precedence over any inconsistent or contradictory language contained in any proposal, contract, purchase order, requisition, notice to proceed, or like document regarding JEO's services.

16. SEVERABILITY: Any provision or part of the agreement held to be void or unenforceable shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the client and JEO, who agree that the agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as

possible to expressing the intention of the stricken provision.

17. NON-DISCRIMINATION CLAUSE: JEO declares, promises, and warrants that it has and will continue to comply fully with Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C.A § 1985, et seq.) in that there shall be no discrimination against any employee who is employed in the performance of this agreement, or against any applicant for such employment, because of age, color, national origin, race, religion, creed, disability or sex. JEO shall require the same of their subconsultants.

18. E-VERIFY: JEO shall register with and use the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee pursuant to the Immigration Reform and Control Act of 1986, to determine the work eligibility status of new employees physically performing services within the state where the work shall be performed. Engineer shall require the same of each consultant.

19. WAIVER OF CONSEQUENTIAL DAMAGES: Client and JEO expressly waive any and all claims for consequential damages for the Project including, but not limited to, loss of use, profits, business, reputation, financing, rental expenses, loss of income, and overhead.

20. DISPUTE RESOLUTION: In the event of any dispute between the Parties related to the Project, the Parties agree to first negotiate in good faith toward a resolution with participation by representatives of each Party holding sufficient authority to resolve the dispute. If such dispute cannot be resolved within fifteen (15) business days, before any action or litigation is initiated other than as required to secure lien rights, the dispute shall be submitted to mediation using a mediator mutually selected by the Parties. Such mediation shall be completed within forty-five (45) days of either the Party's written demand, with each Party to bear its share of the mediation fees and its own respective costs.



AGENDA MEMO

MEETING NAME: Albion City Council

DATE: February 11, 2025

ITEM NAME: **CONSIDER MEMORANDUM OF UNDERSTANDING WITH THE BOONE COUNTY SHERIFF'S DEPARTMENT IN REGARD TO PART TIME CITY POLICE DEPARTMENT EMPLOYMENT OF SHERIFF DEPARTMENT EMPLOYEES**

PRESENTER(S):

Brent Lipker, Darren Wright

BACKGROUND INFORMATION:

Proposed MOU enclosed.

DISCUSSION:

MOTION: To approve Memorandum of Understanding with the Boone County Sheriff's Department in regard to part time City Police Department employment of Sheriff's Department Employees

BY:

2ND:

ROLL CALL: Tisthammer _____ Porter _____ Dailey _____ Johnson _____

SUMMARY OF DECISION:

Memorandum of Understanding (MOU)

Between **Boone County Sheriff's Department** and
City of Albion, Nebraska

This Memorandum of Understanding (hereinafter MOU) is made and entered into by and between the Boone County Sheriff's Office (hereinafter BCSO) and the City of Albion (hereinafter City).

The purpose of this MOU is to establish the terms and conditions under which certified deputies in the employment of BCSO may be employed part-time as law enforcement officers for City and further will address the use of certain equipment provided by BCSO in their employment by City.

This MOU is effective upon the day and date executed by the duly authorized representatives of the parties and shall remain in full force and effect perpetually unless terminated by either party, with or without cause, upon 90 days' written notice.

No payment shall be made to either party by the other party because of this MOU, unless damage to equipment owned by BCSO while any deputy is performing their duties in their employment of City. In such a situation, the City will reimburse the BCSO for the actual cost of repair or replacement.

While performing their duties in the employment of City, BCSO deputies will be provided and required to wear the uniform of the City Police Department which will be provided by City and shall include uniform shirt, uniform pants, City police badge and police insignia. Deputies shall be allowed to use the following BCSO equipment while serving in their employment with City: service weapon (pistol), ammunition, magazines, duty belt, holster, handcuffs, ballistic vest and carrier, Taser ECW, body camera, portable radio, and laptop computer.

No deputy shall use any BCSO vehicle as personal conveyance to Albion to work for City.

City will take reasonable measures to ensure that deputies are not deployed in such a way as to prevent them from satisfactorily performing their duties to BCSO. It is understood that BCSO shall have priority over City in any scheduling conflict.

Dated this _____ day of February, 2025.

Entity: Boone County Sheriff's Department

Entity: City of Albion, Nebraska

By: _____

By: _____

Title: _____

Title: _____

*This memorandum is subject to ratification by the Albion City Council.

*This memorandum is subject to ratification by the Boone County Commissioners.



AGENDA MEMO

MEETING NAME: Albion City Council

DATE: February 11, 2025

ITEM NAME: APPROVE AUTHORIZED SIGNORS FOR ALL CITY ACCOUNTS AT CORNERSTONE BANK

PRESENTER(S):

ANDREW DEVINE

BACKGROUND INFORMATION:

The Mayor and I were informed that our authorized signors at Cornerstone Bank need to be updated.

DISCUSSION:

MOTION: To approve Mayor James Jarecki, Administrator/Clerk/Treasurer Andrew Devine, and Council President Marcus Johnson as authorized signors; and, to terminate any and all other previous named persons with signing authority at Cornerstone Bank.

BY:

2ND:

ROLL CALL: Dailey _____ Tisthammer _____ Porter _____ Johnson _____

SUMMARY OF DECISION:



AGENDA MEMO

MEETING NAME: Albion City Council

DATE: February 11, 2025

ITEM NAME: **CONSIDER REQUEST OF CORANCO GREAT PLAINS, INC. TO OCCUPY CITY RIGHT OF WAY NEAR INTERSECTION OF 3RD AND CHURCH STREETS FOR THE PURPOSE OF SOIL VAPOR EXTRACTION OF PETROLEUM VAPORS FROM CONTAMINATED SOIL.**

PRESENTER(S):

BACKGROUND INFORMATION:

Coranco Great Plains has been hired by the State to remediate contaminated soil in the area of 3rd and Church Streets. They are requesting to occupy a portion of the Right of Way (see enclosed sketch) with a 5'x8' enclosed trailer equipped with Soil Vapor Extraction equipment.

They estimate remediation could be completed in 1 to 2 years.

DISCUSSION:

MOTION: To approve request of CORANCO GREAT PLAINS, INC. TO OCCUPY CITY RIGHT OF WAY NEAR INTERSECTION OF 3RD AND CHURCH STREETS FOR THE PURPOSE OF SOIL VAPOR EXTRACTION OF PETROLEUM VAPORS FROM CONTAMINATED SOIL for a period of up to 2 years.

BY:

2ND:

ROLL CALL: Porter _____ Johnson _____ Dailey _____ Tisthammer _____

SUMMARY OF DECISION:

- Coranco Great Plains, Inc. (CGP) will be liable for all work necessary to complete this project under direction of the Nebraska Department of Environment and Energy (NDEE).
- This NDEE site is titled – **FM Filling Station** - Which first encountered petroleum contamination on Wednesday October 4th, 2023, when NDEE was notified of petroleum vapors present in the subject property basement during sub-slab construction activities.
- Subsequent investigations have identified petroleum contamination that exceeds levels for “**Intrusion of Vapors from Contaminated Soils**” to commercial buildings.
- The “brief summary” included with the aerial photo figure(Proposed System Location):
 - The system enclosure will be a H&H Brand 5x8' Cargo Trailer owned by the NDEE which will be utilized to house the remediation system equipment for Soil Vapor Extraction (SVE). Proposed trailer placement is in single parking stall located next to the light pole on southwest corner of 3rd and Church Streets.

The SVE remediation system will utilize vacuum applied to two remediation wells to extract petroleum vapors from the contaminated soil around the former filling station (currently Albion Dental Clinic). Wells will be connected to the trailer and system with PVC piping underground.

SVE physically removes petroleum contamination through volatilization by creating airflow in the soil. A typical SVE system can operate for 12-36 months prior to reaching cleanup goals established by NDEE.

- “Pilot Testing” for the SVE technology was performed January 29th and 30th, 2025, and successfully induced vacuum across the site while extraction petroleum from the remediation wells.
- Placing the remediation system at this location will minimize the amount of underground trenching we would need to connect the remediation wells to the system. This would also minimize the concrete restoration.
- Fencing is commonly placed around remedial enclosures (trailers) such as this proposed system, however CGP can furnish other “aesthetically pleasing” alternatives if necessary to comply with City of Albion code requirements.
- At minimum The system will be visited by once a month during operation, and for maintenance as needed.
- Air Quality (system vapor emissions) will be monitored as part of normal system operation. System monitoring will indicate how effective cleanup goals are being reached.
- Once the site cleanup goals have been achieved (stable reduction in petroleum vapors in the soil), the site will be closed and restored to the original condition.

If you have any questions, please feel free to contact me.

Larry Dostal
 Operations Manager
 Coranco Great Plains, Inc.
 141 W. 10th Street
 Wahoo, NE 68066
 p: (402) 443-4340
 f: (402) 443-4417



Legend



- Proposed System Location - *Actual Size*

The system enclosure will be a H&H Brand 5x8' Cargo Trailer owned by the NDEE which will be utilized to house the remediation system equipment for Soil Vapor Extraction (SVE). Proposed trailer placement is in single parking stall located next to the light pole on southwest corner of 3rd and Church Streets.

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SVE physically removes petroleum contamination through volatilization by creating airflow in the soil. A typical SVE system can operate for 12-36 months prior to reaching cleanup goals established by NDEE.

Proposed System Location

FM Filling Station Albion, NE
Remedial Action Plan CGP Project #22966
Prepared By: LD Date: 02-05-2025
Reviewed By: LD Date: 02-05-2025
Figure 1
CGP, Inc. PO Box 23, Wahoo, NE 68086







AGENDA MEMO

MEETING NAME: Albion City Council

DATE: February 11, 2025

ITEM NAME: **CONSIDER INTRODUCTION AND APPROVAL OF RESOLUTION 103(25) ADOPTING THE CITY OF ALBION, NEBRASKA PROCUREMENT POLICY AND CODE OF CONDUCT**

PRESENTER(S):

BACKGROUND INFORMATION:

A similar resolution was approved last month; however, that was specifically worded for CDBG grants. This version contains almost the exact same language but is not defined as specifically applied to CDBG grants.

DISCUSSION:

MOTION: To introduce and approve Resolution 103(25)

BY:

2ND:

ROLL CALL: Porter _____ Tisthammer _____ Dailey _____ Johnson _____

SUMMARY OF DECISION:

RESOLUTION 103 (25)

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF ALBION, NEBRASKA, ADOPTING THE CITY OF ALBION, NEBRASKA PROCUREMENT PROCEDURES AND CODE OF CONDUCT

NOW THEREFORE BE IT RESOLVED by the Mayor and City Council of the City of Albion, Nebraska, that THE City hereby approves the City of Albion, Nebraska Procurement Procedures and Code of Conduct as attached as Exhibit A.

This resolution shall be effective immediately upon passage, and repeals all resolutions or portions thereof in conflict.

Upon passage and reaching of effective date, all resolutions, actions, and policies in conflict therewith become null and void.

INTRODUCED BY COUNCIL MEMBER _____.

SECONDED BY COUNCIL MEMBER _____.

Passed and approved on this the 11th day of FEBRUARY, 2025.

CITY OF ALBION, NEBRASKA

Mayor

ATTEST:

City Clerk

City of Albion, Nebraska

PROCUREMENT PROCEDURES AND CODE OF CONDUCT

The City of Albion Nebraska will in all cases of procurement for professional services, construction services and materials needed for the Rural Community Recovery Program adhere to Code of Federal Regulation 2 C.F.R. Part 200, subpart D and current state statutes; in all cases the stricter shall apply. City/Village/County is responsible for understanding and complying with federal or state requirements located within the original source. The following procedures summarize said laws and regulations.

- A. Procurement shall be made by one of the following methods:
- 1) **Micro Purchase Procedures [2 C.F.R. Section 200.320 (a)(1)]** – This method will generally be used to obtain very small quantities of supplies. Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (see 2 C.F.R. Section 200.1), currently set at \$10,000 except as otherwise discussed in the regulation set at 48 C.F.R. part 2, subpart 2.1. To the maximum extent practicable, the non-Federal entity should distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents it files accordingly. Purchase cards can be used for micro-purchases if procedures are documented and approved by the non-Federal entity.
 - 2) **Small Purchase Procedures [2 C.F.R. Section 200.320 (a)(2)]** – This method will generally be used to obtain small quantities of supplies. Procurement by small purchase is the acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold (see 2 C.F.R. Section 200.1) currently set at \$250,000, except as otherwise discussed in the regulation set at 48 C.F.R. part 2, subpart 2.1. If small purchase procedures are used, price or rate quotations shall be obtained from an adequate number of qualified sources as determined appropriate by the non-Federal entity.
 - 3) **Sealed Bids [2 C.F.R. Section 200.320 (b)(1)]** - This method will generally be used to obtain contractors for construction projects and for large quantities of goods or materials. Procurement by sealed bids is a procurement method in which bids are publicly solicited and a firm fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price.
 - 4) **Proposals [2 C.F.R. Section 200.320 (b)(2)]** - **This method will generally be used to obtain professional services.** Procurement by proposal is a procurement method in which either a fixed price or cost-reimbursement type contract is awarded. Proposals are generally used when conditions are not appropriate for the use of sealed bids. This method has two sub-parts—the Request for Proposal and the Request for Qualifications.

Request for Proposals – Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Proposals must be solicited from an adequate number of qualified offerors. Any response to publicized requests for proposals must be considered to the maximum extent practical. The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and making selections. Contracts must be awarded to the responsible offeror whose proposal is most advantageous to the non-Federal entity, with price and other factors considered.

Request for Qualifications - The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering professional services whereby offeror's qualifications are evaluated and the most qualified offeror is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of architectural/engineering professional services. It cannot be used to purchase other types of services though architectural/engineering firms that are a potential source to perform the proposed effort.

- 5) Non-Competitive Procurement [2 C.F.R. Section 200.320 (c)] – This method will only be used after approval from the Department of Economic Development. When requesting permission to use this method, the non-Federal entity will have to show that another method of procurement was not feasible because: it is the acquisition of property or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold, the item or service is only available from a single source; a public exigency or emergency for the requirement will not permit a delay from publicizing a competitive solicitation; or after a solicitation of a number of sources, competition is determined to be inadequate.
- B. The non-Federal entity must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the non-Federal entity must make independent estimates before receiving bids or proposals [2 C.F.R. Section 200.324(a)]. The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used [2 C.F.R. Section 200.324(d)]. All procurement transactions under the Federal award must be conducted in a manner that provides full and open competition and is consistent with the standards of 2 C.F.R § 200.319 and § 200.320.
- C. The non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: rationale for the method of procurement; selection of contract type; contractor selection or rejection; and the basis for the cost or price [2 C.F.R. Section 200.318(i)].
- D. The following contract provisions or conditions shall be included in all procurement contracts and subcontracts:
- General Administrative Provisions
- Effective date of the contract.
 - Names and addresses of the firm and the non-Federal entity.
 - Citation of the authority of the non-Federal entity under which the contract is entered into and the source of the funds.
 - Conditions and terms under which the contract may be terminated by either party for cause and for convenience and remedies for violation/breach of contract.

- Procedures for amending or revising the contract.
- Names of representatives of the non-Federal entity and contractor who will act as a liaison for administration of the contract.
- A clause prohibiting a transfer of any interest in the contract by the contractor.
- Provisions requiring the contractor to maintain records and furnish reports.

Scope of Services

- Detailed description of the extent and character of the work to be performed.
- Time for performance and completion of contract services, including project milestones, if any.
- Specification of materials or other services to be provided (i.e. maps, reports, etc.)

Method of Compensation

- Provisions for compensation for services including fee and or payment schedules and specification of maximum amount payable under the contract.

Federal Standard Provisions

- Compliance with Executive Order 11246, as amended (Required for service contractors only if the contractor has 50 or more employees and the contract is for more than \$50,000)
- Title VI of the Civil Rights Act of 1964 clause
- Access to Records/Maintenance of Records clause
- Age Discrimination Act of 1975, as amended
- Section 504 of the Rehabilitation Act of 1973, as amended
- Conflict of Interest 2 CFR §200.318
- When required, all construction contracts exceeding \$2,000 shall include provisions for compliance with the Contract Work Hours and Safety Standards Act (CWHSSA), The Copeland Act (Anti-Kickback Act) clause, and the Fair Labor Standards Act (FLSA) clause.

This Code of Conduct shall govern the performance of the elected or appointed officials or member of any board or commission employees or agents of the **City of Albion** engaged in the award and administration of contracts supported by Federal funds under the Community Development Block Grant.

- I. The provisions and requirements of the *Conflicts of Interest, at subpart (d)* of the Nebraska Political Accountability and Disclosure Act [such subpart (d) encompassing Sections 49-1493 through 49-14,104 of the Nebraska Revised Statutes], are incorporated in this Code of Conduct by this reference. The provisions and requirements of 2 C.F.R. Section 200.112 are also incorporated in this Code of Conduct by this reference. The requirements of these Nebraska state statutes and federal regulations will be adhered to, and in the event of a conflict in the requirements of any of such state and federal requirements, the stricter of any conflicting provisions will be adhered to.
- II. No employee, officer, or agent of the municipality may participate in the selection, or in the award or administration of a contract supported by Federal funds if he or she has a real or apparent conflict of interest. Such a conflict would arise when the employee, officer, or agent; any member of his or her immediate family; his or her partner; or an organization which employs or is about to employ any of the above, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract [**2 C.F.R Section 200.318(c)(1)**].
- III. The officers, employees, and agents may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to subcontracts [**2 C.F.R Section 200.318(c)(1)**].
- IV. Violations of this Code of Conduct will invoke penalties and sanctions consistent with applicable Federal and State laws.

Passed and Approved this 11th Day of February, 2025

City of Albion, Nebraska

{SEAL}

James Jarecki, Mayor

ATTEST:

Andrew Devine, City Clerk

Water & Sewer

Obrist Construction has substantially completed water and sewer work for the South Park Subdivision and has moved to the 6" water main extension from 4th and Walnut to State Highway 14. We continue to have issues with contractor not notifying property owners of work in area, inconveniences, and access issues. We are documenting.

Streets

Work on alley paving improvements will resume in the Spring – reminder that these are funded by capital improvement sales tax funds. Next on the this is the east-west alley by Pizza Hut, Schalks, Gragert's.

Park

Eli Porter Project is underway – the major structure is up. The rubberized surfacing to be installed this Spring.

Action to be considered on Clark Street Park Project elsewhere on today's agenda.

General Administration / Other:

Tire-Amnesty Collection Grant – was approved and will likely be held in fall of 2025.

Warren Myers has been reviewing nuisance ordinance of other communities and has asked me and City Attorney Wright to review our ordinance in order to simplify and clarify some provisions. This may be presented to council for consideration in the near future following our review. Warren, Darren, and I met – Darren to work on drafting changes to present to City Council this Winter.

Warren anticipates that the State of Nebraska will be updating the Building Code standard to ICC 2024 this year so we will be reviewing our building codes and may present a draft ordinance this winter to update to the ICC 2024 series of codes.

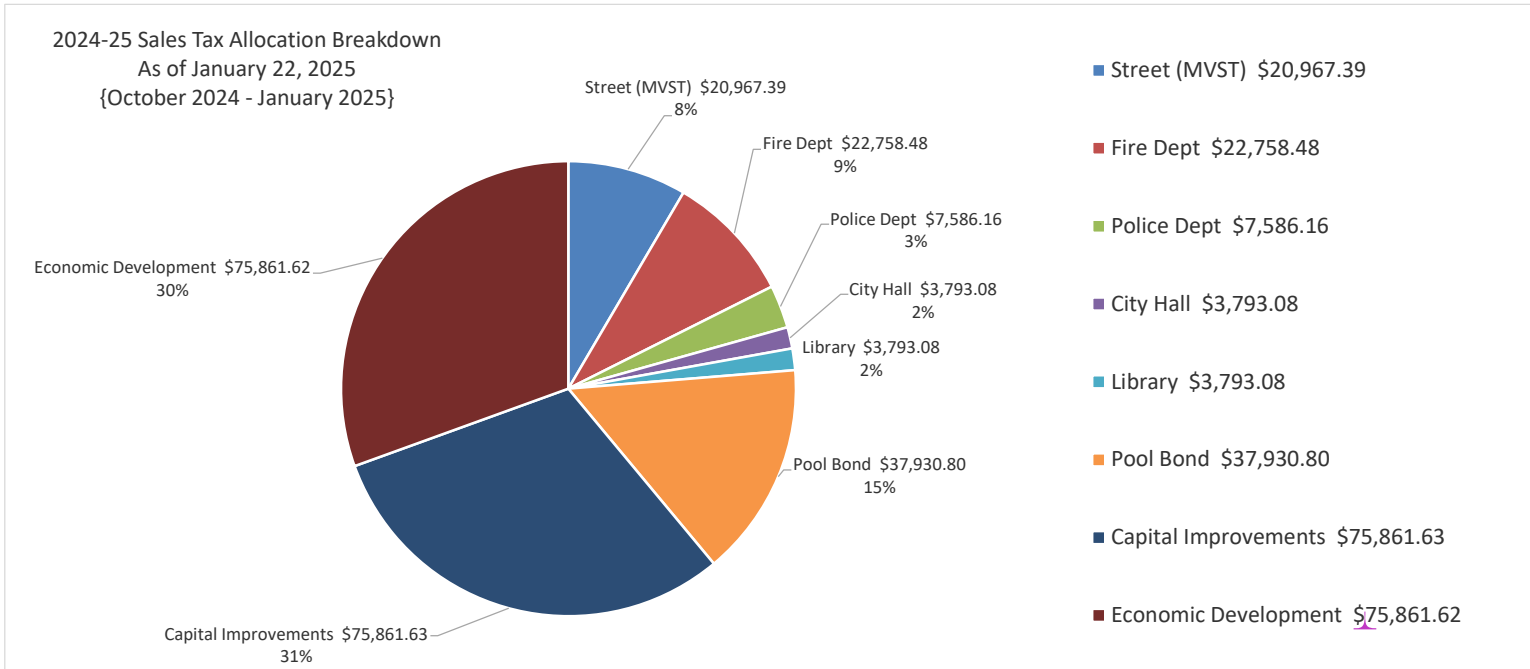
Planning Commission Vacancy

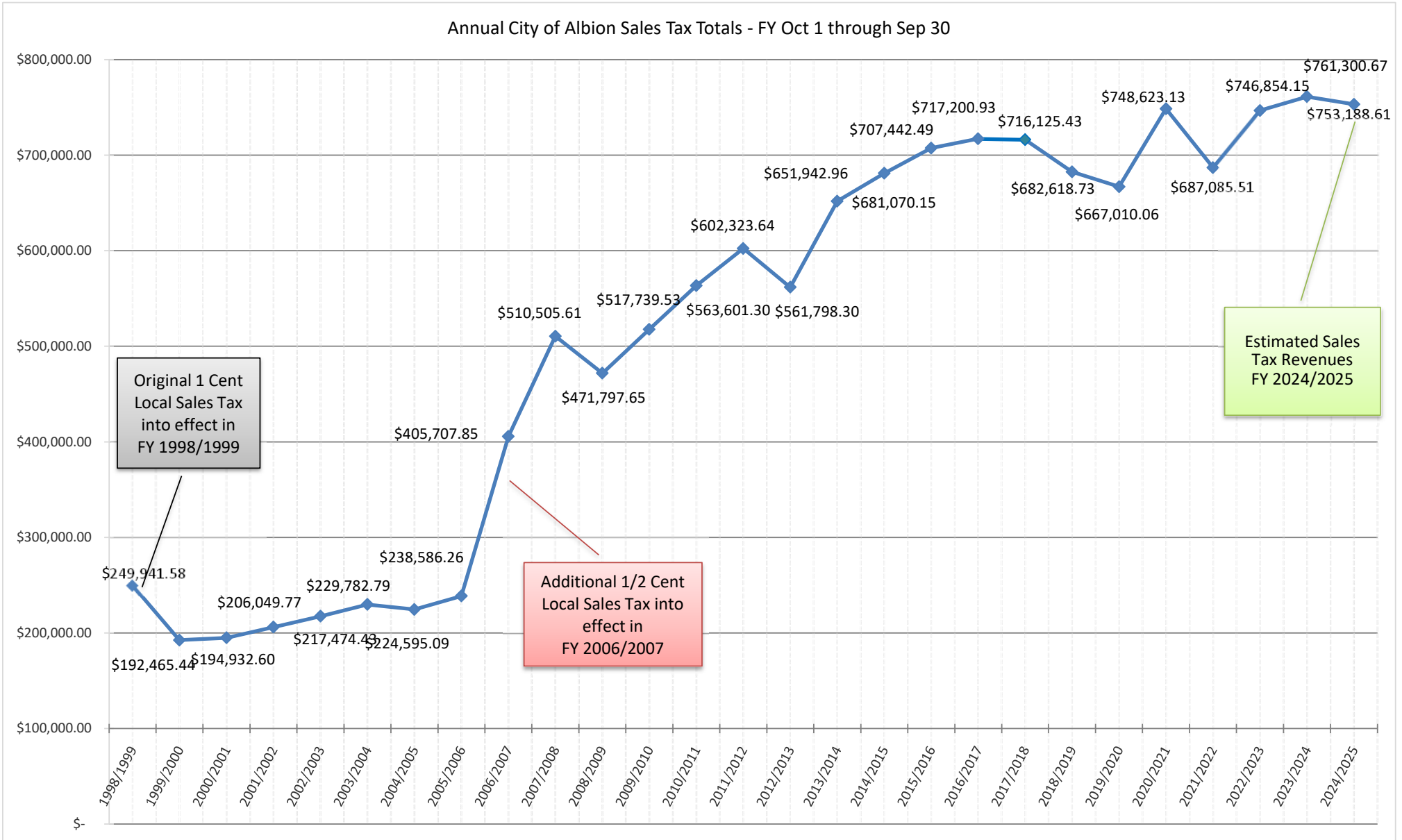
There is still one (1) vacancy.

***Please direct any interested parties to City Hall or to the Mayor.**

Attached is the current month Sales Tax Report – showing the monthly trend of sales tax receipts.
Also attached is an unaudited Treasurer's Report/Budget Performance Report and an unaudited Balance Sheet Comparison Report.

	Total Sales Tax	Motor Vehicle Sales Tax to Streets (LB904)	Refunds to Taxpayers (State Incentives)	MVST	1/2 Cent Allocation Breakdown - per 2016 Election					1 Cent Allocation Breakdown - per 2024 Election		Total Settlement	Month Received
				Street	Fire Dept	Police Dept	City Hall	Library	Pool Bond	Capital Improvements	Economic Development		
2024/2025				ALL MVST	\$0.0015	\$0.0005	\$0.00025	\$0.00025	\$0.0025	\$0.0050	\$0.0050	\$0.015	
AUG	\$ 63,443.40	\$ 4,734.88	\$ -	\$ 4,734.88	\$ 5,870.85	\$ 1,956.95	\$ 978.48	\$ 978.48	\$ 9,784.75	\$ 19,569.51	\$ 19,569.50	\$ 63,443.40	OCT
SEPT	\$ 61,225.85	\$ 4,893.42	\$ -	\$ 4,893.42	\$ 5,633.24	\$ 1,877.75	\$ 938.87	\$ 938.87	\$ 9,388.74	\$ 18,777.48	\$ 18,777.48	\$ 61,225.85	NOV
OCT	\$ 59,050.13	\$ 4,940.49	\$ -	\$ 4,940.49	\$ 5,410.96	\$ 1,803.65	\$ 901.83	\$ 901.83	\$ 9,018.27	\$ 18,036.55	\$ 18,036.55	\$ 59,050.13	DEC
NOV	\$ 64,832.86	\$ 6,398.60	\$ -	\$ 6,398.60	\$ 5,843.43	\$ 1,947.81	\$ 973.90	\$ 973.90	\$ 9,739.04	\$ 19,478.09	\$ 19,478.09	\$ 64,832.86	JAN
DEC			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	FEB
JAN			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	MAR
FEB			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	APR
MAR			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	MAY
APR			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	JUNE
MAY			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	JULY
JUNE			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	AUG
JULY			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	SEPT
				Street (MVST)	Fire Dept	Police Dept	City Hall	Library	Pool Bond	Capital Improvements	Economic Development	Total	
YTD Total	\$ 248,552.24	\$ 20,967.39	\$ -	\$ 20,967.39	\$ 22,758.48	\$ 7,586.16	\$ 3,793.08	\$ 3,793.08	\$ 37,930.80	\$ 75,861.63	\$ 75,861.62	\$ 248,552.24	





CITY SALES TAX

Month / Fiscal Year	1998/1999	1999/2000	2000/2001	2001/2002	2002/2003
JULY	\$ 13,108.97				
AUG	\$ 16,670.53	\$ 16,442.42	\$ 16,609.36	\$ 15,652.73	\$ 17,650.31
SEPT	\$ 16,443.31	\$ 16,834.21	\$ 14,298.52	\$ 16,000.31	\$ 18,958.94
OCT	\$ 14,882.92	\$ 16,600.55	\$ 14,724.90	\$ 18,658.03	\$ 18,326.56
NOV	\$ 13,771.34	\$ 15,874.77	\$ 15,183.73	\$ 16,302.42	\$ 17,218.99
DEC	\$ 18,637.46	\$ 20,634.90	\$ 19,310.35	\$ 21,610.02	\$ 21,823.14
JAN	\$ 14,155.37	\$ 12,431.14	\$ 13,629.59	\$ 16,031.65	\$ 18,426.71
FEB	\$ 12,606.99	\$ 13,882.39	\$ 14,030.50	\$ 13,905.88	\$ 15,269.48
MAR	\$ 15,818.90	\$ 17,321.41	\$ 16,377.39	\$ 18,719.84	\$ 19,366.36
APR	\$ 16,903.24	\$ 13,323.82	\$ 18,397.35	\$ 14,464.42	\$ 17,309.45
MAY	\$ 15,082.24	\$ 15,614.24	\$ 16,976.13	\$ 16,467.08	\$ 18,588.49
JUNE	\$ 20,098.72	\$ 17,904.96	\$ 18,010.97	\$ 18,080.81	\$ 20,524.62
JULY	\$ 61,761.59	\$ 15,600.63	\$ 17,383.81	\$ 20,156.58	\$ 14,011.38
Annual Totals	\$249,941.58	\$192,465.44	\$194,932.60	\$206,049.77	\$217,474.43

CITY SALES TAX

Month / Fiscal Year	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012
JULY									
AUG	\$ 18,850.20	\$ 18,354.70	\$ 19,978.29	\$ 25,206.38	\$ 34,465.12	\$ 49,999.70	\$ 33,416.25	\$ 42,871.34	\$ 48,917.92
SEPT	\$ 19,227.50	\$ 18,997.69	\$ 18,320.53	\$ 23,064.50	\$ 40,780.22	\$ 46,904.47	\$ 51,258.08	\$ 62,178.91	\$ 43,182.62
OCT	\$ 18,479.41	\$ 18,204.20	\$ 16,830.86	\$ 27,910.78	\$ 35,850.96	\$ 43,671.87	\$ 35,635.70	\$ 46,699.35	\$ 44,407.78
NOV	\$ 16,910.65	\$ 17,852.74	\$ 18,481.57	\$ 32,714.36	\$ 33,706.06	\$ 30,120.69	\$ 37,124.81	\$ 47,833.81	\$ 60,904.38
DEC	\$ 24,558.71	\$ 26,711.90	\$ 25,447.88	\$ 45,656.08	\$ 42,740.16	\$ 53,127.13	\$ 59,946.87	\$ 55,815.37	\$ 61,724.40
JAN	\$ 17,934.15	\$ 16,071.55	\$ 18,369.62	\$ 37,444.10	\$ 43,537.98	\$ 31,689.28	\$ 38,762.95	\$ 45,717.44	\$ 51,590.07
FEB	\$ 15,919.31	\$ 15,387.59	\$ 16,676.43	\$ 33,497.11	\$ 35,651.78	\$ 29,206.87	\$ 34,922.99	\$ 35,535.76	\$ 48,039.95
MAR	\$ 19,012.73	\$ 17,866.57	\$ 19,089.20	\$ 37,078.50	\$ 53,262.99	\$ 35,996.74	\$ 44,394.96	\$ 44,602.56	\$ 55,334.08
APR	\$ 20,311.76	\$ 18,564.76	\$ 19,950.18	\$ 31,337.57	\$ 49,830.19	\$ 35,651.11	\$ 45,065.11	\$ 44,183.75	\$ 46,992.21
MAY	\$ 18,053.98	\$ 18,852.81	\$ 23,093.27	\$ 41,256.20	\$ 36,371.67	\$ 31,987.49	\$ 41,823.95	\$ 45,787.62	\$ 50,154.46
JUNE	\$ 21,338.66	\$ 18,845.44	\$ 23,137.59	\$ 35,360.86	\$ 44,305.14	\$ 43,421.38	\$ 47,745.37	\$ 47,914.63	\$ 51,354.31
JULY	\$ 19,185.73	\$ 18,885.14	\$ 19,210.84	\$ 35,181.41	\$ 60,003.34	\$ 40,020.92	\$ 47,642.49	\$ 44,460.76	\$ 39,721.46
Annual Totals	\$229,782.79	\$224,595.09	\$238,586.26	\$405,707.85	\$510,505.61	\$471,797.65	\$517,739.53	\$563,601.30	\$602,323.64

CITY SALES TAX

Month / Fiscal Year	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021
JULY									
AUG	\$ 42,466.87	\$ 46,864.18	\$ 60,463.17	\$ 56,241.45	\$ 65,760.21	\$ 61,293.39	\$ 60,373.59	\$ 59,591.99	\$ 54,509.48
SEPT	\$ 47,583.25	\$ 53,964.91	\$ 54,052.75	\$ 64,983.21	\$ 58,829.71	\$ 59,484.22	\$ 55,027.57	\$ 53,009.40	\$ 59,304.68
OCT	\$ 40,416.46	\$ 49,875.52	\$ 57,543.64	\$ 55,658.43	\$ 56,993.16	\$ 59,818.82	\$ 55,217.47	\$ 57,187.61	\$ 65,327.80
NOV	\$ 37,958.57	\$ 54,442.80	\$ 55,510.02	\$ 55,813.91	\$ 53,103.45	\$ 61,092.99	\$ 59,300.13	\$ 53,575.54	\$ 50,353.10
DEC	\$ 49,002.96	\$ 66,289.24	\$ 68,139.10	\$ 69,719.04	\$ 67,127.66	\$ 69,916.58	\$ 57,809.78	\$ 73,290.60	\$ 61,861.46
JAN	\$ 42,876.94	\$ 46,007.27	\$ 54,950.70	\$ 57,975.74	\$ 54,429.72	\$ 52,455.18	\$ 53,255.88	\$ 47,695.44	\$ 71,577.64
FEB	\$ 42,322.57	\$ 50,579.15	\$ 42,876.37	\$ 48,361.67	\$ 56,369.21	\$ 50,601.83	\$ 47,821.03	\$ 53,323.80	\$ 39,087.45
MAR	\$ 50,172.58	\$ 50,345.04	\$ 63,504.01	\$ 62,135.89	\$ 49,997.58	\$ 55,072.94	\$ 54,812.16	\$ 52,103.29	\$ 75,201.52
APR	\$ 46,604.30	\$ 57,135.28	\$ 54,526.18	\$ 56,556.84	\$ 69,303.54	\$ 58,107.12	\$ 53,143.56	\$ 45,694.24	\$ 68,904.35
MAY	\$ 52,631.74	\$ 55,345.23	\$ 52,693.92	\$ 60,737.07	\$ 63,185.20	\$ 58,413.87	\$ 70,876.04	\$ 43,510.01	\$ 64,020.41
JUNE	\$ 56,515.13	\$ 61,889.14	\$ 58,399.96	\$ 60,652.92	\$ 62,079.12	\$ 70,459.67	\$ 56,297.29	\$ 66,266.55	\$ 73,269.83
JULY	\$ 53,246.93	\$ 59,205.20	\$ 58,410.33	\$ 58,606.32	\$ 60,022.37	\$ 59,408.82	\$ 58,684.23	\$ 61,761.59	\$ 65,205.41
Annual Totals	\$561,798.30	\$651,942.96	\$681,070.15	\$707,442.49	\$717,200.93	\$716,125.43	\$682,618.73	\$667,010.06	\$ 748,623.13

CITY SALES TAX

Month / Fiscal Year	2021/2022	2022/2023	2023/2024	2024/2025	%
JULY					
AUG	\$ 64,702.83	\$ 68,870.76	\$ 67,269.10	\$ 63,443.40	-5.6%
SEPT	\$ 70,310.80	\$ 68,023.77	\$ 63,931.62	\$ 61,225.85	-4.0%
OCT	\$ 53,435.62	\$ 58,669.07	\$ 65,171.73	\$ 59,050.13	-10%
NOV	\$ 48,497.47	\$ 62,512.20	\$ 67,355.30	\$ 64,832.86	-4%
DEC	\$ 66,767.87	\$ 64,307.39	\$ 70,337.54		
JAN	\$ 46,098.54	\$ 63,080.82	\$ 57,387.59		
FEB	\$ 49,087.97	\$ 52,279.12	\$ 47,575.64		
MAR	\$ 49,633.73	\$ 60,331.14	\$ 67,941.95		
APR	\$ 59,807.16	\$ 54,930.88	\$ 58,927.10		
MAY	\$ 55,474.16	\$ 64,210.18	\$ 69,961.90		
JUNE	\$ 57,061.36	\$ 65,252.11	\$ 59,750.01		
JULY	\$ 66,208.00	\$ 64,386.71	\$ 65,691.19		
Annual Totals	\$687,085.51	\$746,854.15	\$ 761,300.67	\$ 248,552.24	
				2024/2025 YTD	-5.8%

City of Albion
Profit & Loss Budget Performance
October 2024 through September 2025

Item 13.

	Oct 24	Nov 24	Dec 24	Jan 25	Oct '24 - Jan 25
Enterprise Funds					
Sewer	59,739.84	-87,847.74	-260,306.46	180,882.15	-107,532.21
Solid Waste	28,869.69	-17,231.02	26,299.68	-17,294.60	20,643.75
Water	47,063.04	-21,361.37	-41,558.19	-17,499.36	-33,355.88
Total Enterprise Funds	135,672.57	-126,440.13	-275,564.97	146,088.19	-120,244.34
Governmental Funds					
Municipal Lottery	-1,527.81	1,047.40	1,067.31	934.51	1,521.41
Economic Development	-5,795.24	-6,645.66	-5,577.01	-11,619.67	-29,637.58
General	-24,540.72	12,253.11	-16,931.58	-20,395.12	-49,614.31
Park	6,287.69	1,715.56	53,605.26	-205,111.48	-143,502.97
Pool	-144.98	554.62	-3,556.73	2,507.06	-640.03
Police	-12,498.51	-15,792.60	-21,135.06	918.12	-48,508.05
Fire	4,312.80	-2,463.73	-627.29	-18,058.77	-16,836.99
Library	-7,388.32	-9,421.79	-2,786.98	-3,351.47	-22,948.56
Debt Service	-190,714.31	9,545.90	9,058.70	20,785.51	-151,324.20
Street	-83,871.44	-36,097.89	16,207.68	-20,660.23	-124,421.88
Sales Tax	4,994.25	19,816.56	19,074.21	-27,007.80	16,877.22
Total Governmental Funds	-310,886.59	-25,488.52	48,398.51	-281,059.34	-569,035.94
TOTAL	-175,214.02	-151,928.65	-227,166.46	-134,971.15	-689,280.28

City of Albion
Profit & Loss Budget Performance
October 2024 through September 2025

Item 13.

	Annual Budget	Difference to Annual Budget	Notes
Enterprise Funds			
Sewer	-41,940.00	-65,592.21	*Debt Payment on WWTF made in December *Capital projects under way in 2024-25
Solid Waste	-32,230.00	52,873.75	
Water	-519,640.00	486,284.12	*Capital projects under way in 2024-25
Total Enterprise Funds	-593,810.00	473,565.66	
Governmental Funds			
Municipal Lottery	-680.00	2,201.41	
Economic Development	-700.00	-28,937.58	
General	-10,196.00	-39,418.31	
Park	-393,292.00	249,789.03	*Capital projects for Park Department under way in 2024-25
Pool	8,660.00	-9,300.03	
Police	-6,380.00	-42,128.05	
Fire	-51,493.00	34,656.01	
Library	139.00	-23,087.56	
Debt Service	5,850.00	-157,174.20	*Pool and Street Debt Payments in October *Property Tax and Sales Tax Revenues throughout year will bring this back into balance
Street	-72,638.00	-51,783.88	*Large transfer to Debt Service for Street Bond Payment in October
Sales Tax	-50,000.00	66,877.22	
Total Governmental Funds	-570,730.00	1,694.06	
TOTAL	-1,164,540.00	475,259.72	

City of Albion Balance Sheet Prev Month / Year Comparison As of January 31, 2025

	Current		Previous Month		Previous Year		
	Jan 31, 25	Dec 31, 24	\$ Change	% Change	Jan 31, 24	\$ Change	% Change
ASSETS							
Current Assets							
Checking/Savings							
Cash Transaction Accounts							
10000 · NOW Acct - Boone Co	418,733.45	187,959.59	230,773.86	122.78%	229,954.00	188,779.45	82.09%
10005 · NOW Acct - Cornerstone	166,174.56	173,549.32	-7,374.76	-4.25%	182,861.78	-16,687.22	-9.13%
Cash/CD Reserve Accounts							
10007 · T-Bill General Fund Reserve	381,515.52	192,960.79	188,554.73	97.72%	373,905.51	7,610.01	2.04%
10018 · CD - General - BCB - 4/18/21	120,832.88	120,832.88	0.00	0.0%	117,883.14	2,949.74	2.5%
10025 · CD - General - CSB - 4/18/21	112,002.54	112,002.54	0.00	0.0%	110,866.79	1,135.75	1.02%
10026 · CD - General - CSB - 6/18/20	112,586.55	112,586.55	0.00	0.0%	111,494.44	1,092.11	0.98%
10040 · CD - General - BCB - 7/26/20 f	0.00	111,070.68	-111,070.68	-100.0%	109,444.43	-109,444.43	-100.0%
10041 · CD - General - BCB - 7/26/20 g	0.00	111,070.68	-111,070.68	-100.0%	109,444.43	-109,444.43	-100.0%
10042 · CD - General - BCB - 7/26/20 h	0.00	111,070.68	-111,070.68	-100.0%	109,444.43	-109,444.43	-100.0%
10043 · CD - General - BCB - 7/26/21 a	112,711.13	111,319.42	1,391.71	1.25%	109,959.66	2,751.47	2.5%
10044 · CD - General - BCB - 7/26/21 b	112,711.13	111,319.42	1,391.71	1.25%	109,959.66	2,751.47	2.5%
10045 · CD - General - BCB - 7/26/20 a	112,646.98	111,145.39	1,501.59	1.35%	109,679.71	2,967.27	2.71%
10046 · CD - General - BCB - 7/26/20 b	112,646.98	111,145.39	1,501.59	1.35%	109,679.71	2,967.27	2.71%
10047 · CD - General - BCB - 7/26/20 c	112,646.98	111,145.39	1,501.59	1.35%	109,679.71	2,967.27	2.71%
10048 · CD - General - BCB - 7/26/20 d	112,646.98	111,145.39	1,501.59	1.35%	109,679.71	2,967.27	2.71%
10049 · CD - General - BCB - 7/26/20 e	112,646.98	111,145.39	1,501.59	1.35%	109,679.71	2,967.27	2.71%
10050 · CD - CURRB DSR - BCB - 4/10/24	234,198.75	234,198.75	0.00	0.0%	226,482.70	7,716.05	3.41%
Restricted Use Accounts							
10008 · Pool Project Fund - CSB	0.00	125,598.06	-125,598.06	-100.0%	123,064.60	-123,064.60	-100.0%
10030 · T-Bill Mmkt - Econ. Dev.	55,031.81	54,866.85	164.96	0.3%	41,977.52	13,054.29	31.1%
10035 · Premier Cornerstone - Ec Dev	60,169.69	88,016.30	-27,846.61	-31.64%	38,736.08	21,433.61	55.33%
10036 · Housing Program Fund	162,410.80	176,664.11	-14,253.31	-8.07%	111,898.01	50,512.79	45.14%
10105 · Fire Department Sales Tax Fund	224,799.12	224,125.27	673.85	0.3%	216,319.39	8,479.73	3.92%
10130 · SuperNOW - Library Mem Fund	5,444.80	3,655.85	1,788.95	48.93%	2,838.49	2,606.31	91.82%
10132 · Library - TBill Memorial Account	167,065.77	166,564.98	500.79	0.3%	160,763.79	6,301.98	3.92%
Cash on Hand							
10200 · Cash on Hand - General	100.00	100.00	0.00	0.0%	100.00	0.00	0.0%
10210 · Cash on Hand - Pool	0.00	0.00	0.00	0.0%	0.00	0.00	0.0%
10250 · Cash on Hand - Water	135.00	135.00	0.00	0.0%	135.00	0.00	0.0%
Custodial Cash Accounts							
10300 · County Treas Cash - Street	12,060.96	12,060.96	0.00	0.0%	12,060.96	0.00	0.0%
10400 · County Treas Cash - Debt Svc	1,370.32	1,370.32	0.00	0.0%	1,370.32	0.00	0.0%
Total Checking/Savings	3,023,289.68	3,098,825.95	-75,536.27	-2.44%	3,159,363.68	-136,074.00	-4.31%

*Balances Unaudited

City of Albion
Balance Sheet Prev Month / Year Comparison
As of January 31, 2025

	Current		Previous Month		Previous Year		
	Jan 31, 25	Dec 31, 24	\$ Change	% Change	Jan 31, 24	\$ Change	% Change
Accounts Receivable							
1110 · Accounts receivable	15,097.42	17,169.93	-2,072.51	-12.07%	21,725.52	-6,628.10	-30.51%
Total Accounts Receivable	15,097.42	17,169.93	-2,072.51	-12.07%	21,725.52	-6,628.10	-30.51%
Other Current Assets							
12000 · Accounts Receivable - Water	63,153.92	63,153.92	0.00	0.0%	63,153.92	0.00	0.0%
12010 · Accounts Receivable - Sewer	76,958.34	76,958.34	0.00	0.0%	76,958.34	0.00	0.0%
12020 · Accounts Receivable - Solid Was	207.06	207.06	0.00	0.0%	207.06	0.00	0.0%
12040 · A/R Offset - General	-11,106.62	-11,106.62	0.00	0.0%	-11,106.62	0.00	0.0%
12042 · A/R Offset - Street	-60.00	-60.00	0.00	0.0%	-60.00	0.00	0.0%
12100 · Unbilled Revenue - Water	15,898.00	15,898.00	0.00	0.0%	15,898.00	0.00	0.0%
12110 · Unbilled Revenue - Sewer	19,208.00	19,208.00	0.00	0.0%	19,208.00	0.00	0.0%
12150 · Accrued Interest Recv. - Water	1,407.68	1,407.68	0.00	0.0%	1,407.68	0.00	0.0%
12160 · Accrued Interest Recv. - Sewer	3,482.25	3,482.25	0.00	0.0%	3,482.25	0.00	0.0%
12170 · Accrued Interest Recv. - Solid	200.85	200.85	0.00	0.0%	200.85	0.00	0.0%
12200 · Inventory - Water	81,437.29	81,437.29	0.00	0.0%	81,437.29	0.00	0.0%
12300 · Prepaid Insurance - Water	2,189.19	2,189.19	0.00	0.0%	2,189.19	0.00	0.0%
12310 · PREPAID INSURANCE - SEWER	3,431.26	3,431.26	0.00	0.0%	3,431.26	0.00	0.0%
12320 · PREPAID INSURANCE - SOLID WASTE	652.16	652.16	0.00	0.0%	652.16	0.00	0.0%
1299 · Undeprited Funds	7,372.00	45,803.62	-38,431.62	-83.91%	2,575.00	4,797.00	186.29%
Total Other Current Assets	264,431.38	302,863.00	-38,431.62	-12.69%	259,634.38	4,797.00	1.85%
Total Current Assets	3,302,818.48	3,418,858.88	-116,040.40	-3.39%	3,440,723.58	-137,905.10	-4.01%
Fixed Assets							
15000 · Land - Water	34,020.00	34,020.00	0.00	0.0%	34,020.00	0.00	0.0%
15020 · Distribution System - Water	2,025,726.16	2,025,726.16	0.00	0.0%	2,025,726.16	0.00	0.0%
15030 · Buildings - Water	24,966.61	24,966.61	0.00	0.0%	24,966.61	0.00	0.0%
15040 · Equipment - Water	430,366.21	430,366.21	0.00	0.0%	430,366.21	0.00	0.0%
15050 · Accum Depr - Water	-1,142,131.50	-1,142,131.50	0.00	0.0%	-1,142,131.50	0.00	0.0%
15100 · Land - Sewer	369,439.25	369,439.25	0.00	0.0%	369,439.25	0.00	0.0%
15120 · Distribution System - Sewer	258,253.10	258,253.10	0.00	0.0%	258,253.10	0.00	0.0%
15130 · Buildings - Sewer	4,150,169.53	4,150,169.53	0.00	0.0%	4,150,169.53	0.00	0.0%
15140 · Equipment - Sewer	126,071.40	126,071.40	0.00	0.0%	126,071.40	0.00	0.0%
15150 · Accum Depr - Sewer	-2,073,698.68	-2,073,698.68	0.00	0.0%	-2,073,698.68	0.00	0.0%
15230 · Buildings - Solid Waste	1,011.06	1,011.06	0.00	0.0%	1,011.06	0.00	0.0%
15240 · Equipment - Solid Waste	3,950.67	3,950.67	0.00	0.0%	3,950.67	0.00	0.0%
15250 · Accum Depr - Solid Waste	-2,657.16	-2,657.16	0.00	0.0%	-2,657.16	0.00	0.0%
15300 · Fixed Assets - General	137,256.66	137,256.66	0.00	0.0%	137,256.66	0.00	0.0%
15310 · Fixed Assets - Park	638,023.86	638,023.86	0.00	0.0%	638,023.86	0.00	0.0%
15320 · Fixed Assets - Police	72,450.28	72,450.28	0.00	0.0%	37,025.28	35,425.00	95.68%
15330 · Fixed Assets - Fire	1,099,467.03	1,099,467.03	0.00	0.0%	1,099,467.03	0.00	0.0%
15340 · Fixed Assets - Library	121,303.74	121,303.74	0.00	0.0%	121,303.74	0.00	0.0%
15350 · Fixed Assets - Pool	2,582,842.10	2,582,842.10	0.00	0.0%	2,582,842.10	0.00	0.0%
15360 · Fixed Assets - Streets	3,442,913.35	3,442,913.35	0.00	0.0%	3,124,241.37	318,671.98	10.2%
Total Fixed Assets	12,299,743.67	12,299,743.67	0.00	0.0%	11,945,646.69	354,096.98	2.96%
TOTAL ASSETS	15,602,562.15	15,718,602.55	-116,040.40	-0.74%	15,386,370.27	216,191.88	1.41%

*Balances Unaudited

City of Albion Balance Sheet Prev Month / Year Comparison As of January 31, 2025

Item 13.

	Current		Previous Month		Previous Year		
	Jan 31, 25	Dec 31, 24	\$ Change	% Change	Jan 31, 24	\$ Change	% Change
LIABILITIES & EQUITY							
Liabilities							
Current Liabilities							
Accounts Payable							
2010 · Accounts payable	-166.73	-166.73	0.00	0.0%	-210.43	43.70	20.77%
Total Accounts Payable	-166.73	-166.73	0.00	0.0%	-210.43	43.70	20.77%
Other Current Liabilities							
A/P OFFSET							
19999 · A/P Offset - Street	21.17	21.17	0.00	0.0%	21.17	0.00	0.0%
20000 · Accounts Payable - Water	15,650.59	15,650.59	0.00	0.0%	15,650.59	0.00	0.0%
20010 · Accounts Payable - Sewer	3,374.09	3,374.09	0.00	0.0%	3,374.09	0.00	0.0%
20020 · Accounts Payable - Solid Waste	15,702.50	15,702.50	0.00	0.0%	15,702.50	0.00	0.0%
20100 · Accrued Payroll - Water	1,455.10	1,455.10	0.00	0.0%	1,455.10	0.00	0.0%
20110 · Accrued Payroll - Sewer	1,314.65	1,314.65	0.00	0.0%	1,314.65	0.00	0.0%
20120 · Accrued Payroll - Solid Waste	307.43	307.43	0.00	0.0%	307.43	0.00	0.0%
20200 · Accrued Vacation - Water	5,821.04	5,821.04	0.00	0.0%	5,821.04	0.00	0.0%
20210 · Accrued Vacation - Sewer	5,243.16	5,243.16	0.00	0.0%	5,243.16	0.00	0.0%
20220 · Accrued Vacation - Solid Waste	1,937.91	1,937.91	0.00	0.0%	1,937.91	0.00	0.0%
20400 · Payroll Tax W/H - Water	167.61	167.61	0.00	0.0%	167.61	0.00	0.0%
20410 · Payroll Tax W/H - Sewer	154.20	154.20	0.00	0.0%	154.20	0.00	0.0%
20420 · Payroll Tax W/H - Solid Waste	26.18	26.18	0.00	0.0%	26.18	0.00	0.0%
20600 · Customer Deposits - Water	37,242.00	37,617.00	-375.00	-1.0%	41,668.00	-4,426.00	-10.62%
20700 · Accrued Interest Payable	2,675.99	2,675.99	0.00	0.0%	2,675.99	0.00	0.0%
20710 · Accrued Interest Payable - Sewer	11,596.67	11,596.67	0.00	0.0%	11,596.67	0.00	0.0%
20800 · HEALTH INSURANCE LIABILITY	2,440.02	-4,914.63	7,354.65	149.65%	3,102.56	-662.54	-21.36%
20801 · HSA Liabilities	-4,115.50	-5,153.98	1,038.48	20.15%	76.80	-4,192.30	-5,458.72%
2100 · Payroll Liabilities	1,940.64	-1,508.39	3,449.03	228.66%	411.34	1,529.30	371.79%
2140 · Accrued sales taxes							
20500 · Sales Tax Payable - Water	366.07	907.55	-541.48	-59.66%	291.12	74.95	25.75%
20510 · Sales Tax Payable - Sewer	1,415.46	5,575.21	-4,159.75	-74.61%	704.49	710.97	100.92%
54007 · Sales Tax Collected	-1,125.50	-1,106.90	-18.60	-1.68%	-673.56	-451.94	-67.1%
2140 · Accrued sales taxes - Other	638.67	603.32	35.35	5.86%	141.69	496.98	350.75%
Total 2140 · Accrued sales taxes	1,294.70	5,979.18	-4,684.48	-78.35%	463.74	830.96	179.19%
2141 · Lodging Tax	3.00	660.46	-657.46	-99.55%	371.19	-368.19	-99.19%
53005-1 · Dog License - State Fee	7.32	3.66	3.66	100.0%	10.98	-3.66	-33.33%
53005-2 · Dog License - City Fee	8.13	8.04	0.09	1.12%	0.30	7.83	2,610.0%
53050 · KENO PROCEEDS - STATE SHARE	-0.37	760.63	-761.00	-100.05%	0.78	-1.15	-147.44%
55555 · RETURNED CHECKS	-134.18	-270.81	136.63	50.45%	-134.18	0.00	0.0%
Total Other Current Liabilities	104,300.78	98,796.18	5,504.60	5.57%	111,586.53	-7,285.75	-6.53%
Total Current Liabilities	104,134.05	98,629.45	5,504.60	5.58%	111,376.10	-7,242.05	-6.5%
Long Term Liabilities							
25030 · N/P - DEQ - Well 4 Project	147,393.53	147,393.53	0.00	0.0%	159,170.90	-11,777.37	-7.4%
25033 · Bonds - Water Well 2019	360,721.62	360,721.62	0.00	0.0%	381,444.89	-20,723.27	-5.43%
25042 · BONDS - Swimming Pool	1,445,000.00	1,445,000.00	0.00	0.0%	1,630,000.00	-185,000.00	-11.35%
25044 · Bonds - 2018 GO VP - Fairview Street	900,000.00	900,000.00	0.00	0.0%	985,000.00	-85,000.00	-8.63%
25045 · Bonds - 2019 CURRB, WWTF Project	1,245,000.00	1,245,000.00	-185,000.00	0.0%	1,430,000.00	-185,000.00	-10.9%
25046 · Bonds - 2024 GO Water	300,000.00	300,000.00	0.00	0.0%	0.00	300,000.00	100.0%
25047 · Bonds - 2025 Sewer BANS	200,000.00	0.00	200,000.00	100.0%	0.00	200,000.00	100.0%
Total Long Term Liabilities	4,598,115.15	4,398,115.15	200,000.00	4.55%	4,585,615.79	12,499.36	0.27%
Total Liabilities	4,702,249.20	4,496,744.60	205,504.60	4.57%	4,696,991.89	5,257.31	0.11%

*Balances Unaudited

City of Albion
Balance Sheet Prev Month / Year Comparison
As of January 31, 2025

	Current		Previous Month		Previous Year		
	Jan 31, 25	Dec 31, 24	\$ Change	% Change	Jan 31, 24	\$ Change	% Change
Equity							
Fund Balance	4,870,160.04	4,870,160.04	0.00	0.0%	4,870,160.04	0.00	0.0%
Fund Balance - Airport	5,565.58	5,565.58	0.00	0.0%	5,565.58	0.00	0.0%
Fund Balance - CDBG	-1,231.53	-1,231.53	0.00	0.0%	-1,231.53	0.00	0.0%
Fund Balance - Debt Service	209,606.92	209,606.92	0.00	0.0%	209,606.92	0.00	0.0%
Fund Balance - Economic Development	126,221.57	126,221.57	0.00	0.0%	126,221.57	0.00	0.0%
Fund Balance - Fire	144,739.01	144,739.01	0.00	0.0%	144,739.01	0.00	0.0%
Fund Balance - General	460,697.73	460,697.73	0.00	0.0%	460,697.73	0.00	0.0%
Fund Balance - Housing Rehab	-1,128.60	-1,128.60	0.00	0.0%	-1,128.60	0.00	0.0%
Fund Balance - Keno	2,876.40	2,876.40	0.00	0.0%	2,876.40	0.00	0.0%
Fund Balance - Library	-20,290.12	-20,290.12	0.00	0.0%	-20,290.12	0.00	0.0%
Fund Balance - Park	246,978.78	246,978.78	0.00	0.0%	246,978.78	0.00	0.0%
Fund Balance - Police	-49,714.67	-49,714.67	0.00	0.0%	-85,139.67	35,425.00	41.61%
Fund Balance - Pool	496,538.93	496,538.93	0.00	0.0%	311,538.93	185,000.00	59.38%
Fund Balance - Sales Tax	141,541.34	141,541.34	0.00	0.0%	141,541.34	0.00	0.0%
Fund Balance - Sewer	1,713,291.87	1,913,291.87	-200,000.00	-10.45%	1,728,291.87	-15,000.00	-0.87%
Fund Balance - Solid Waste	68,782.66	68,782.66	0.00	0.0%	68,782.66	0.00	0.0%
Fund Balance - Street	1,264,163.85	1,264,163.85	0.00	0.0%	860,491.87	403,671.98	46.91%
Fund Balance - Water	1,194,966.08	1,194,966.08	0.00	0.0%	1,462,465.44	-267,499.36	-18.29%
Department and General Fund Equity Balances	10,873,765.84	11,073,765.84	-200,000.00	-1.81%	10,532,168.22	341,597.62	3.24%
Sinking Fund Balances							
13005 · Fire Dept Sinking Fund	10,136.98	10,136.98	0.00	0.0%	10,136.98	0.00	0.0%
13010 · Street Equipment Sinking Fund	26,236.62	26,236.62	0.00	0.0%	26,236.62	0.00	0.0%
13017 · Sewer Dept Equip Sinking	10,000.00	10,000.00	0.00	0.0%	10,000.00	0.00	0.0%
13018 · Sewer and Waste Water Improvmt	183,030.97	183,030.97	0.00	0.0%	183,030.97	0.00	0.0%
13019 · Water Tower Maintenance Sinking	53,057.00	53,057.00	0.00	0.0%	53,057.00	0.00	0.0%
13020 · New Pool Sinking Fund	2,974.16	2,974.16	0.00	0.0%	72,217.16	-69,243.00	-95.88%
13021 · Police Dept - Equipment Sinking	20,591.00	20,591.00	0.00	0.0%	20,591.00	0.00	0.0%
13022 · Library Equipment Sinking	117,227.45	117,227.45	0.00	0.0%	117,227.45	0.00	0.0%
13023 · City Hall Sinking Fund	11,583.65	11,583.65	0.00	0.0%	11,583.65	0.00	0.0%
3010 · Unrestrict (retained earnings)	282,989.56	282,989.56	0.00	0.0%	113.76	282,875.80	248,660.16%
Net Income	-691,280.28	-569,735.28	-121,545.00	-21.33%	-346,984.43	-344,295.85	-99.23%
Total Equity	10,900,312.95	11,221,857.95	-321,545.00	-2.87%	10,689,378.38	210,934.57	1.97%
TOTAL LIABILITIES & EQUITY	15,602,562.15	15,718,602.55	-116,040.40	-0.74%	15,386,370.27	216,191.88	1.41%

*Balances Unaudited



AGENDA MEMO

MEETING NAME: Albion City Council Meeting

DATE: February 11, 2025

ITEM NAME: **CONSIDER BILLS FOR APPROVAL**

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

PRESENTER(S):

Administrator Devine/Deputy Clerk Ketteler

BACKGROUND INFORMATION:

Enclosed for affirmation and approval

DISCUSSION:

MOTION: To approve bills report for payment and affirm all paid claims as presented, except for bills submitted by Speed Services (if any).

BY:

2ND:

ROLL CALL: Dailey _____ Porter _____ Johnson _____ Tisthammer _____

MOTION: To approve bills submitted by Speed Services for payment (if any).

BY:

2ND:

ROLL CALL: Porter _____ Dailey _____ Tisthammer _____ Johnson _____

MOTION:

BY:

2ND:

ROLL CALL: Johnson _____ Tisthammer _____ Dailey _____ Porter _____

City of Albion
Bills Report
February 11, 2025

Type	Date	Num	Name	Memo	Account	Amount
Enterprise Funds						
Sewer						
Bill	02/11/2025	113-9073503-4381852	Amazon Capital Services	Kitchen Bakers Rack, Microwave Stand w/ Storage for Break Room	60001 · Office supplies	-10.80
Bill	02/11/2025	114-1348411-5636205	Amazon Capital Services	Nacho Food Trays, Tableclothes, & Paper Plates for Recognition Dinner	65000 · Miscellaneous	-1.50
Bill	02/11/2025	Inv.# 219521	Applied Connective Technologies	SECURITY MANAGED SERVICES	62001 · Telephone/Internet	-35.70
Bill	02/11/2025	Inv.# 219259	Applied Connective Technologies	MANAGED IT SERVICES	62001 · Telephone/Internet	-155.36
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.# 29968955 - Triple Tap, Floating Tank De-Icer	61003 · Equipment Maintenance	-37.98
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.# 29970697 - (2) Floating Tank De-Icers	61003 · Equipment Maintenance	-59.98
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.#29972741 - (3) Heat Lamp Bulbs	61000 · Building Maintenance	-19.47
Bill	02/11/2025	Inv.# 15526-51082	Carquest of Albion-City	Ring Pliers	60002 · Shop Supplies	-12.79
Bill	02/11/2025		Frontier	private data line - Acc't 402-196-0497-040804-2	62001 · Telephone/Internet	-10.64
Bill	02/11/2025		Frontier	ACCT#402-395-9910-022513-2	62001 · Telephone/Internet	-103.95
Bill	02/11/2025	Inv.# 106331	Holiday Inn Kearney	Morearty Snowball Conference 1/21 & 1/22/25	64001 · Travel/Training	-124.95
Bill	02/11/2025	Inv.# 5480374	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 · Uniforms	-2.65
Bill	02/11/2025	Inv.# 5480374	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 · Uniforms	-1.70
Bill	02/11/2025	Inv.# 5480374	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 · Uniforms	-5.29
Bill	02/11/2025	Inv.# 5484765	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 · Uniforms	-2.65
Bill	02/11/2025	Inv.# 5484765	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 · Uniforms	-1.70
Bill	02/11/2025	Inv.# 5484765	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 · Uniforms	-5.29
Bill	02/11/2025	Inv.# 5489083	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 · Uniforms	-2.65
Bill	02/11/2025	Inv.# 5489083	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 · Uniforms	-1.70
Bill	02/11/2025	Inv.# 5489083	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 · Uniforms	-5.29
Bill	02/11/2025	Inv.# 5489083	Jackson Services	Shop Towels	60002 · Shop Supplies	-4.70
Bill	02/11/2025	Inv.# 5494293	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 · Uniforms	-2.65
Bill	02/11/2025	Inv.# 5494293	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 · Uniforms	-1.70
Bill	02/11/2025	Inv.# 5494293	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 · Uniforms	-5.29
Bill	02/11/2025	Inv.#158136	JEO Consulting Group, Inc.	Albion Water Main & Sanitary Sewer Improvements (Services through 1/17/25)	70503 · Engineering Fees	-2,682.50
Bill	02/11/2025	Inv.# AR05855	Kayton International Inc.	Lease Case IH Max 125 Tractor 1/1-1/31/25	60015 · Equipment Rent	-375.00
Bill	02/11/2025	Inv.# 75025	Loup Power District		62000 · Utilities	-2,527.77
Bill	02/11/2025	Inv.# 1221911	Midwest Laboratories	wastewater analysis	66016 · Lab Costs	-561.92
Bill	02/11/2025	Inv.# 215480	Stealth Broadband	High Speed Business Internet - 2/1/25-2/28/25	62001 · Telephone/Internet	-20.89
Bill	02/11/2025	Inv.# 013125	The Nest LLC	Venue Rental for Recognition Dinner	65000 · Miscellaneous	-17.39
Bill	02/11/2025		White Star Oil Co. LLC	# 324	60011 · Fuel	-34.01
Bill	02/11/2025		White Star Oil Co. LLC	# 6004	60011 · Fuel	-56.99
Total Sewer						-6,892.85
Solid Waste						

City of Albion
Bills Report
February 11, 2025

Type	Date	Num	Name	Memo	Account	Amount
Bill	02/11/2025	Inv.# 219521	Applied Connective Technologies	SECURITY MANAGED SERVICES	62001 · Telephone/Internet	-9.52
Bill	02/11/2025	Inv.# 219259	Applied Connective Technologies	MANAGED IT SERVICES	62001 · Telephone/Internet	-31.07
Bill	02/11/2025		Bud's Sanitary Service	Jan. 2025	66009 · Landfill	-16,741.25
Bill	02/11/2025	Inv.# 215480	Stealth Broadband	High Speed Business Internet - 2/1/25-2/28/25	62001 · Telephone/Internet	-4.63
Total Solid Waste						-16,786.47
Water						
Bill	02/11/2025	113-4339219-9936231	Amazon Capital Services	Wireless Keyboard & Mouse for Shop Computer	60001 · Office supplies	-29.99
Bill	02/11/2025	113-9073503-4381852	Amazon Capital Services	Kitchen Bakers Rack, Microwave Stand w/ Storage for Break Room	60001 · Office supplies	-10.80
Bill	02/11/2025	114-1348411-5636205	Amazon Capital Services	Nacho Food Trays, Tableclothes, & Paper Plates for Recognition Dinner	65000 · Miscellaneous	-3.00
Bill	02/11/2025	Inv.# 219521	Applied Connective Technologies	SECURITY MANAGED SERVICES	62001 · Telephone/Internet	-35.70
Bill	02/11/2025	Inv.# 219259	Applied Connective Technologies	MANAGED IT SERVICES	62001 · Telephone/Internet	-155.36
Bill	02/11/2025		AWWA	Warren Myers membership dues 4/1/25-3/31/26	64000 · Dues	-375.00
Bill	02/11/2025	Inv.# 26353	Central District Health Dept.	Coliform Tests	66016 · Lab Costs	-156.00
Bill	02/11/2025	E01750	Ditch Witch UnderCon	Ditch Witch	80000 · Capital Outlay	-77,581.17
Bill	02/11/2025	Inv.# 907561-1	Dutton-Lainson Co.	LED Light for Water Dept. Bay	61000 · Building Maintenance	-130.50
Bill	02/11/2025		Frontier	395.1215	62001 · Telephone/Internet	-9.33
Bill	02/11/2025		Frontier	Acc't # 4023952446 022712 2	62001 · Telephone/Internet	-114.72
Bill	02/11/2025		Frontier	private data line - Acc't 402-196-0496-040804-2	62001 · Telephone/Internet	-10.64
Bill	02/11/2025	Inv.# 106331	Holiday Inn Kearney	Morearty Snowball Conference 1/21 & 1/22/25	64001 · Travel/Training	-124.95
Bill	02/11/2025	Inv.# 5480374	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 · Uniforms	-2.65
Bill	02/11/2025	Inv.# 5480374	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 · Uniforms	-5.68
Bill	02/11/2025	Inv.# 5480374	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 · Uniforms	-2.65
Bill	02/11/2025	Inv.# 5484765	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 · Uniforms	-2.65
Bill	02/11/2025	Inv.# 5484765	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 · Uniforms	-5.68
Bill	02/11/2025	Inv.# 5484765	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 · Uniforms	-2.65
Bill	02/11/2025	Inv.# 5489083	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 · Uniforms	-2.65
Bill	02/11/2025	Inv.# 5489083	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 · Uniforms	-5.68
Bill	02/11/2025	Inv.# 5489083	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 · Uniforms	-2.65
Bill	02/11/2025	Inv.# 5489083	Jackson Services	Shop Towels	60002 · Shop Supplies	-4.70
Bill	02/11/2025	Inv.# 5494293	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 · Uniforms	-2.65
Bill	02/11/2025	Inv.# 5494293	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 · Uniforms	-5.68
Bill	02/11/2025	Inv.# 5494293	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 · Uniforms	-2.65
Bill	02/11/2025	Inv.#158136	JEO Consulting Group, Inc.	Albion Water Main & Sanitary Sewer Improvements (Services through 1/17/25)	70503 · Engineering Fees	-2,682.50
Bill	02/11/2025	Inv.# 75025	Loup Power District		62000 · Utilities	-1,478.93
Bill	02/11/2025	Inv.# 586500	NE Public Health Environmental Lab	Fluoride	66016 · Lab Costs	-18.00
Bill	02/11/2025	Inv.# 586500	NE Public Health Environmental Lab	EPA 549.2 (Paraquat/Diquat)	66016 · Lab Costs	-241.00

City of Albion
Bills Report
February 11, 2025

Type	Date	Num	Name	Memo	Account	Amount
Bill	02/11/2025	Inv.# 5010102	One Call Concepts, Inc.	Locate Fee - Jan. 2025	66014 · Locates	-5.74
Bill	02/11/2025	Inv.# 215480	Stealth Broadband	High Speed Business Internet - 2/1/25-2/28/25	62001 · Telephone/Internet	-20.89
Bill	02/11/2025	Inv.# 013125	The Nest LLC	Venue Rental for Recognition Dinner	65000 · Miscellaneous	-34.79
Bill	02/11/2025		U. S. Bank	Lincoln Hilton Hotel - Wynn Annual Utilities Conference 1/8-1/10/25	64001 · Travel/Training	-278.00
Bill	02/11/2025		U. S. Bank	ICC - 2012 International Plumbing Codes	60001 · Office supplies	-50.70
Bill	02/11/2025		U.S. Cellular - Myers	Acc't # 852820801 - Myers	62001 · Telephone/Internet	-40.00
Bill	02/11/2025		Utilities Section of the LONM	Wynn - 2025 Annual Conference, 1/8-1/10/25	64001 · Travel/Training	-426.00
Bill	02/11/2025	Inv# 6104629894	Verizon-Fire	ACC'T#983740330-00002 - Phone	62001 · Telephone/Internet	-95.33
Bill	02/11/2025		Verizon-Wynn	Acc't # 283742819-00001 - Wynn	62001 · Telephone/Internet	-40.00
Bill	02/11/2025		White Star Oil Co. LLC	# 4791	60011 · Fuel	-95.16
Bill	02/11/2025		White Star Oil Co. LLC	# 7204 - Ice	65000 · Miscellaneous	-7.49
Total Water						-84,300.31
Total Enterprise Funds						-107,979.63
Governmental Funds						
Economic Development						
Bill	02/11/2025	114-1348411-5636205	Amazon Capital Services	Nacho Food Trays, Tableclothes, & Paper Plates for Recognition Dinner	65000 · Miscellaneous	-1.50
Bill	02/11/2025	Inv.# 013125	The Nest LLC	Venue Rental for Recognition Dinner	65000 · Miscellaneous	-17.39
Bill	02/11/2025		Verizon-Wetovick	acc't # 989945521-00001-Wetovick	62001 · Telephone/Internet	-40.00
Total Economic Development						-58.89
General						
Bill	02/11/2025	Inv.# 2562	Albion Chamber of Commerce	Chamber Bucks for Recognition Dinner Prizes	65000 · Miscellaneous	-120.00
Bill	02/11/2025	Inv.# 77584	Albion News/Boone County Tribune	Legal- 12/10/24 Proceedings	66002 · Printing/Legal	-65.56
Bill	02/11/2025	Inv.# 77584	Albion News/Boone County Tribune	Legal- Notice of PC Meeting	66002 · Printing/Legal	-7.42
Bill	02/11/2025	Inv.# 77584	Albion News/Boone County Tribune	Legal - PC Public Hearing - Tony Levander Conditional Use Permit	66002 · Printing/Legal	-12.22
Bill	02/11/2025	Inv.# 77584	Albion News/Boone County Tribune	Legal - CC Public Hearing - Tony Levander Conditional Use Permit	66002 · Printing/Legal	-11.78
Bill	02/11/2025	114-1348411-5636205	Amazon Capital Services	AAA Batteries	60001 · Office supplies	-6.88
Bill	02/11/2025	114-1348411-5636205	Amazon Capital Services	Nacho Food Trays, Tableclothes, & Paper Plates for Recognition Dinner	65000 · Miscellaneous	-13.41
Bill	02/11/2025	113-6373780-5458611	Amazon Capital Services	Mini Axes for Recognition Dinner Prizes	65000 · Miscellaneous	-19.78
Bill	02/11/2025	113-6373780-5458611	Amazon Capital Services	Tin Boxes for Mini Axes for Recognition Dinner Prizes	65000 · Miscellaneous	-8.49
Bill	02/11/2025	113-6108537-9577845	Amazon Capital Services	Lumbar Support Pillow for Office Chair	60001 · Office supplies	-28.79
Bill	02/11/2025	113-6451392-7959404	Amazon Capital Services	(2) Ink Cartridges for DesignJet Printer	60001 · Office supplies	-143.98
Bill	02/11/2025	D01-4429997-2038657	Amazon Capital Services	Business Prime Membership Fee	64000 · Dues	-499.00
Bill	02/11/2025	Inv.# 218913	Applied Connective Technologies	Pulled new data circuit from rack to printer	61001 · Computer Maint	-204.62
Bill	02/11/2025	Inv.# 219521	Applied Connective Technologies	SECURITY MANAGED SERVICES	62001 · Telephone/Internet	-26.18
Bill	02/11/2025	Inv.# 219259	Applied Connective Technologies	MANAGED IT SERVICES	62001 · Telephone/Internet	-113.93

City of Albion
Bills Report
February 11, 2025

Type	Date	Num	Name	Memo	Account	Amount
Bill	02/11/2025		Bird & Wright, P.C.		70507 · Attorney Fees	-1,300.00
Bill	02/11/2025		Bo. Co. Register of Deeds	Nelson/Boschen Lien	66002 · Printing/Legal	-10.00
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.# 29970770 - 4Pk Corner Brace	61000 · Building Maintenance	-4.59
Bill	02/11/2025		Cedar Valley Lumber	Inv.# 2501-177977 - Supplies for Shelving	61000 · Building Maintenance	-70.34
Bill	02/11/2025		Cedar Valley Lumber	Inv.# 2501-177978 - Supplies for Shelving	61000 · Building Maintenance	-113.97
Bill	02/11/2025		Cedar Valley Lumber	Inv.# 2501-177999 - Supplies for Shelving	61000 · Building Maintenance	-28.77
Bill	02/11/2025	Inv.# IN318776	Charge Point, Inc.	Renewal of Service Agreement	60018 · Service Agreement	-2,724.00
Bill	02/11/2025		dr Electric, LLC	Downtown rooftop outline lighting maintenance/expansion/repairs	65000 · Miscellaneous	-3,100.00
Bill	02/11/2025	Inv.# 9075536-0	Eakes	Legal Pads	60001 · Office supplies	-16.19
Bill	02/11/2025	Inv.# 9075536-0	Eakes	Steno Books	60001 · Office supplies	-19.66
Bill	02/11/2025	Inv.# 9075536-0	Eakes	Binder Clips	60001 · Office supplies	-8.07
Bill	02/11/2025		IIMC	Devine- Annual Membership Dues through 3/31/2026	64000 · Dues	-195.00
Bill	02/11/2025	Inv.# 5480374	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 · Uniforms	-2.28
Bill	02/11/2025	Inv.# 5480374	Jackson Services	Service Charge & Market Based Fuel Charge	65000 · Miscellaneous	-13.19
Bill	02/11/2025	Inv.# 5480374	Jackson Services	Mats	60010 · Janitor Supply	-26.40
Bill	02/11/2025	Inv.# 5484765	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 · Uniforms	-2.28
Bill	02/11/2025	Inv.# 5484765	Jackson Services	Service Charge, Market Based Fuel Charge	65000 · Miscellaneous	-13.24
Bill	02/11/2025	Inv.# 5489083	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 · Uniforms	-2.28
Bill	02/11/2025	Inv.# 5489083	Jackson Services	Inventory Maintenance, Service Charge & Market Based Fuel Charge	65000 · Miscellaneous	-16.38
Bill	02/11/2025	Inv.# 5489083	Jackson Services	Mats	60010 · Janitor Supply	-26.40
Bill	02/11/2025	Inv.# 5494293	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 · Uniforms	-2.28
Bill	02/11/2025	Inv.# 5494293	Jackson Services	Service Charge, Market Based Fuel Charge	65000 · Miscellaneous	-13.38
Bill	02/11/2025	Inv.# 75025	Loup Power District		62000 · Utilities	-331.44
Bill	02/11/2025	Inv.# 215480	Stealth Broadband	High Speed Business Internet - 2/1/25-2/28/25	62001 · Telephone/Internet	-14.24
Bill	02/11/2025	Inv.# 013125	The Nest LLC	Venue Rental for Recognition Dinner	65000 · Miscellaneous	-156.52
Bill	02/11/2025		U. S. Bank	Tax1099.com (E-file 1099's & mail to recipients)	65000 · Miscellaneous	-174.51
Bill	02/11/2025		U. S. Bank	ICC - 2012 Designer Collection for International Building Codes	60001 · Office supplies	-271.00
Bill	02/11/2025		U.S. Cellular - Devine	Account # 854681732 - Devine	62001 · Telephone/Internet	-40.00
Bill	02/11/2025		Verizon-Ketteler	Acc't # 883728637-00001 - Ketteler	62001 · Telephone/Internet	-40.00
Total General						-10,018.45

City of Albion
Bills Report
February 11, 2025

Type	Date	Num	Name	Memo	Account	Amount
Park						
Bill	02/11/2025	113-9073503-4381852	Amazon Capital Services	Kitchen Bakers Rack, Microwave Stand w/ Storage for Break Room	60002 · Shop Supplies	-10.80
Bill	02/11/2025	114-1348411-5636205	Amazon Capital Services	Nacho Food Trays, Tableclothes, & Paper Plates for Recognition Dinner	65000 · Miscellaneous	-3.00
Bill	02/11/2025	Inv.# 219521	Applied Connective Technologies	SECURITY MANAGED SERVICES	62001 · Telephone/Internet	-40.46
Bill	02/11/2025	Inv.# 219259	Applied Connective Technologies	MANAGED IT SERVICES	62001 · Telephone/Internet	-186.45
Bill	02/11/2025	Inv.# S40041-1	Dutton-Lainson Co.	(4) Flush Sensors	61005 · Maintenance Fuller Park	-1,024.61
Bill	02/11/2025		Edgehill Motors Inc	Inv.# 135034 - (2) Switches - Dump from Seat. (Park Mower)	61003 · Equipment Maintenance	-61.68
Bill	02/11/2025		Edgehill Motors Inc	Inv.# 135082 - (1) Clutch, (2) Pigtails (Park Mower)	61003 · Equipment Maintenance	-473.47
Bill	02/11/2025		Edgehill Motors Inc	Inv.# 135207 - (1) Throttle Cable (Park Mower)	61003 · Equipment Maintenance	-61.99
Bill	02/11/2025		Edgehill Motors Inc	Inv.# 140304 - (1) Front Tire (Park Mower)	61003 · Equipment Maintenance	-38.00
Bill	02/11/2025	Inv.# 5480374	Jackson Services	Uniforms + Good Life Garment Plan-Landauer	70506 · Uniforms	-10.60
Bill	02/11/2025	Inv.# 5489083	Jackson Services	Uniforms + Good Life Garment Plan-Landauer	70506 · Uniforms	-10.60
Bill	02/11/2025	Inv.# 5489083	Jackson Services	Shop Towels	60002 · Shop Supplies	-4.70
Bill	02/11/2025	Inv.# 75025	Loup Power District		62000 · Utilities	-1,010.31
Bill	02/11/2025	Inv.# 215480	Stealth Broadband	High Speed Business Internet - 2/1/25-2/28/25	62001 · Telephone/Internet	-23.84
Bill	02/11/2025	Inv.# 013125	The Nest LLC	Venue Rental for Recognition Dinner	65000 · Miscellaneous	-34.79
Total Park						-2,995.30
Pool						
Bill	02/11/2025	Inv.# 219521	Applied Connective Technologies	SECURITY MANAGED SERVICES	62001 · Telephone/Internet	-11.90
Bill	02/11/2025	Inv.# 219259	Applied Connective Technologies	MANAGED IT SERVICES	62001 · Telephone/Internet	-51.79
Bill	02/11/2025	Inv.# 215480	Stealth Broadband	High Speed Business Internet - 2/1/25-2/28/25	62001 · Telephone/Internet	-7.03
Bill	02/11/2025	Inv.# 101139-101142	Waterloo Tent & Tarp Company, Inc.	Shipping of (4) Hex Umbrella Tops custom ordered and paid Sept. 2024	60007 · Freight	-188.44
Total Pool						-259.16

City of Albion
Bills Report
February 11, 2025

Type	Date	Num	Name	Memo	Account	Amount
Police						
Bill	02/11/2025	113-9073503-4381852	Amazon Capital Services	Kitchen Bakers Rack, Microwave Stand w/ Storage for Break Room	60001 · Office supplies	-10.79
Bill	02/11/2025	114-1348411-5636205	Amazon Capital Services	Nacho Food Trays, Tableclothes, & Paper Plates for Recognition Dinner	65000 · Miscellaneous	-1.50
Bill	02/11/2025	Inv.# 219521	Applied Connective Technologies	SECURITY MANAGED SERVICES	62001 · Telephone/Internet	-26.18
Bill	02/11/2025	Inv.# 219259	Applied Connective Technologies	MANAGED IT SERVICES	62001 · Telephone/Internet	-113.93
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.# 29968671 - Antifreeze, Battery Charger	61003 · Equipment Maintenance	-49.97
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.# 29972958 - Triple Tap, Extension Cord	61003 · Equipment Maintenance	-38.98
Bill	02/11/2025	Inv.#	DAS State ACCTG	Jan. 2025 User Fee- Radios on the State Radio System	61003 · Equipment Maintenance	-69.00
Bill	02/11/2025	Inv.# 030155961	Galls	Zip Pullover Fleece	70506 · Uniforms	-21.41
Bill	02/11/2025	Inv. # 70787	Kav Tire & Lube. Inc.	Oil Change - Ram	61003 · Equipment Maintenance	-65.00
Bill	02/11/2025	Inv. # 145825	Kav Tire & Lube. Inc.	Labor to install Trickle Charger, Oil Change on Police Charger	61003 · Equipment Maintenance	-100.00
Bill	02/11/2025	Inv.# 75025	Loup Power District		62000 · Utilities	-103.58
Bill	02/11/2025	Inv# 6023916	MPH Industries	(2) Radar Units	80000 · Capital Outlay	-1,384.00
Bill	02/11/2025	Inv.# 215480	Stealth Broadband	High Speed Business Internet - 2/1/25-2/28/25	62001 · Telephone/Internet	-14.24
Bill	02/11/2025	Inv.# 013125	The Nest LLC	Venue Rental for Recognition Dinner	65000 · Miscellaneous	-17.39
Bill	02/11/2025		Verizon-Lipker	ACCT#523868262-00001- LIPKER	62001 · Telephone/Internet	-40.00
Bill	02/11/2025		White Star Oil Co. LLC	Inv.# 9948	60011 · Fuel	-22.37
Bill	02/11/2025		White Star Oil Co. LLC	Inv.# 6146	60011 · Fuel	-39.02
Bill	02/11/2025		White Star Oil Co. LLC	Inv.# 6954	60011 · Fuel	-18.31
Bill	02/11/2025		White Star Oil Co. LLC	Inv.# 8449	60011 · Fuel	-28.94
Bill	02/11/2025		White Star Oil Co. LLC	Inv.# 787	60011 · Fuel	-25.41
Bill	02/11/2025		White Star Oil Co. LLC	Inv.# 1727	60011 · Fuel	-25.64
Bill	02/11/2025		White Star Oil Co. LLC	Inv.# 5203	60011 · Fuel	-28.78
Bill	02/11/2025		White Star Oil Co. LLC	Inv.# 5561	60012 · Car Wash	-12.00
Bill	02/11/2025		White Star Oil Co. LLC	Inv.# 6442	60011 · Fuel	-23.72
Total Police						-2,280.16

City of Albion
Bills Report
February 11, 2025

Type	Date	Num	Name	Memo	Account	Amount
Fire						
Bill	02/11/2025	114-1348411-5636205	Amazon Capital Services	Nacho Food Trays, Tableclothes, & Paper Plates for Recognition Dinner	65000 · Miscellaneous	-1.50
Bill	02/11/2025	Inv.# 219521	Applied Connective Technologies	SECURITY MANAGED SERVICES	62001 · Telephone/Internet	-26.18
Bill	02/11/2025	Inv.# 219259	Applied Connective Technologies	MANAGED IT SERVICES	62001 · Telephone/Internet	-113.93
Bill	02/11/2025		Frontier	Acc't 402-196-0503-040804-2	62001 · Telephone/Internet	-12.71
Bill	02/11/2025		Frontier	Acc't 402-196-0501-040804-2	62001 · Telephone/Internet	-27.48
Bill	02/11/2025		Great Plains Communications	High Speed Business Internet - 2/16/25-3/15/25	62001 · Telephone/Internet	-105.00
Bill	02/11/2025	Repair Order #43490	Jerry's Transmission Service	Filter, HVAC Metal 8-7, Unit 99A	61003 · Equipment Maintenance	-151.54
Bill	02/11/2025	Inv.# 75025	Loup Power District		62000 · Utilities	-278.69
Bill	02/11/2025		NE State Volunteer Firefighters Assoc.	NEMSA Annual Dues	64000 · Dues	-650.00
Bill	02/11/2025		NE State Volunteer Firefighters Assoc.	NEMSA Conf. Registrations-Benne, J.Molt, P.Rasmussen, S.Grape, J.O'Brien	64001 · Travel/Training	-1,125.00
Bill	02/11/2025		NE State Volunteer Firefighters Assoc.	NEMSA Conf.Registration- S. Rasmussen	64001 · Travel/Training	-225.00
Bill	02/11/2025		NE State Volunteer Firefighters Assoc.	Desert Diamond Industries - Saw Blade	60021 · Tools and Equipment	-402.55
Bill	02/11/2025	Inv.# 013125	The Nest LLC	Venue Rental for Recognition Dinner	65000 · Miscellaneous	-17.39
Bill	02/11/2025	Inv# 6104629894	Verizon-Fire	ACC'T#983740330-00002 - Phone	62001 · Telephone/Internet	-95.33
Bill	02/11/2025		White Star Oil Co. LLC	Trans # 1260, Unit 11	60011 · Fuel	-30.80
Bill	02/11/2025		Young, Cathie	Cleaning Firehall 1/22/25	61000 · Building Maintenance	-100.00
Bill	02/11/2025		Young, Cathie	Cleaning Firehall 2/5/25	61000 · Building Maintenance	-100.00
Total Fire						-3,463.10
Library						
Bill	02/11/2025	Inv.# 77594	Albion News/Boone County Tribune	Notice of Jan. Meeting	66002 · Printing/Legal	-2.18
Bill	02/11/2025	111-0038984-2321009	Amazon Capital Services	Books	66017-1 · Books & Magazines	-755.28
Bill	02/11/2025	111-3458710-2432224	Amazon Capital Services	Books	66017-1 · Books & Magazines	-34.19
Bill	02/11/2025	111-6463220-1933848	Amazon Capital Services	Highlighters, Sticky Notes, Stamp Pad, Legal Pads	60001 · Office supplies	-78.51
Bill	02/11/2025	114-1348411-5636205	Amazon Capital Services	Nacho Food Trays, Tableclothes, & Paper Plates for Recognition Dinner	65000 · Miscellaneous	-7.45
Bill	02/11/2025	Inv.# 219500	Applied Connective Technologies	Security Managed Services - Base Level	61001 · Computer Maint	-40.00
Bill	02/11/2025	Inv.# 219500	Applied Connective Technologies	SentinelOne Complete Protection Platform	61001 · Computer Maint	-14.00
Bill	02/11/2025	Inv.# 219500	Applied Connective Technologies	Ninja RMM Workstation w/ Remote Access, Patch Management & Reporting Module	61001 · Computer Maint	-8.00
Bill	02/11/2025	Inv.# 219521	Applied Connective Technologies	SECURITY MANAGED SERVICES	62001 · Telephone/Internet	-26.18
Bill	02/11/2025	Inv.# 219259	Applied Connective Technologies	MANAGED IT SERVICES	62001 · Telephone/Internet	-113.93
Bill	02/11/2025	Inv.# 371032	H.W. Wilson	Abridged Readers' Guide to Periodical Lit.2024	66017-1 · Books & Magazines	-292.75
Bill	02/11/2025		Ingram Book Company	Inv.# 86013929 - Books	66017-1 · Books & Magazines	-15.14
Bill	02/11/2025		Ingram Book Company	Inv.# 86451655 - Books	66017-1 · Books & Magazines	-20.06
Bill	02/11/2025		Kelly's Heating & Air Conditioning	Replaced Heat Pack that had broken elements	61000 · Building Maintenance	-200.00
Bill	02/11/2025	Inv.# 75025	Loup Power District		62000 · Utilities	-1,063.68

City of Albion
Bills Report
February 11, 2025

Type	Date	Num	Name	Memo	Account	Amount
Bill	02/11/2025	Inv.# 215480	Stealth Broadband	High Speed Business Internet - 2/1/25-2/28/25	62001 · Telephone/Internet	-14.24
Bill	02/11/2025	Inv.# 013125	The Nest LLC	Venue Rental for Recognition Dinner	65000 · Miscellaneous	-86.95
Bill	02/11/2025		Vyve Broadband	Phone/Internet	62001 · Telephone/Internet	-150.58
Total Library						-2,923.12
Street						
Bill	02/11/2025	113-9073503-4381852	Amazon Capital Services	Kitchen Bakers Rack, Microwave Stand w/ Storage for Break Room	60001 · Office supplies	-10.80
Bill	02/11/2025	114-1348411-5636205	Amazon Capital Services	Nacho Food Trays, Tableclothes, & Paper Plates for Recognition Dinner	65000 · Miscellaneous	-1.50
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.# 29968791 - Self-Drill Screws, Nut/Bolt Assortment	60002 · Shop Supplies	-17.28
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.# 29970203 - Receptacle Tester, Screwdriver	60002 · Shop Supplies	-17.38
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.# 29970291 - Trailer Ball	61003 · Equipment Maintenance	-12.99
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.# 29970481 - Saw Blade	60002 · Shop Supplies	-26.99
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.# 29970770 - Coffee Pot, (2) Sanding Disks	60002 · Shop Supplies	-68.97
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.# 29972199 - Extension Cord	60002 · Shop Supplies	-25.99
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.# 29972949 - Goggles	60002 · Shop Supplies	-12.99
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.# 29973131 - EMT Conduit, Screw Connector Sets, Octoagon Box & Cover	61000 · Building Maintenance	-25.64
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.# 29973148 - Drill Bit	60002 · Shop Supplies	-39.99
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.# 29973361 - (3) Cast Iron Pipe Wrenches	60002 · Shop Supplies	-44.97
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.# 29973362 - ST BLD DISPS 100PK	60002 · Shop Supplies	-19.98
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.# 29973363 - Shop Light	61000 · Building Maintenance	-29.99
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.# 29973390 - (2) Extension Cords	60002 · Shop Supplies	-69.98
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.# 29973666 - (3) Drill Bits, Steel Flat Bar	60002 · Shop Supplies	-65.96
Bill	02/11/2025		Bomgaars Supply Inc.	Inv.# 29973695 - Bulk Bolts, (2) Shropsaw Wheels	60002 · Shop Supplies	-16.61
Bill	02/11/2025	Inv.# 15526-51399	Carquest of Albion-City	Telescoping Mirror	60002 · Shop Supplies	-9.60
Bill	02/11/2025	Inv.# 908613-1	Dutton-Lainson Co.	Light & Electrical Wire for Street Dept. Bay	61000 · Building Maintenance	-183.67
Bill	02/11/2025	Inv.# 5480374	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 · Uniforms	-5.29
Bill	02/11/2025	Inv.# 5480374	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 · Uniforms	-1.70
Bill	02/11/2025	Inv.# 5480374	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 · Uniforms	-2.65
Bill	02/11/2025	Inv.# 5484765	Jackson Services	Uniforms + Good Life Garment Plan-Landauer	70506 · Uniforms	-10.59
Bill	02/11/2025	Inv.# 5484765	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 · Uniforms	-5.29
Bill	02/11/2025	Inv.# 5484765	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 · Uniforms	-1.70
Bill	02/11/2025	Inv.# 5484765	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 · Uniforms	-2.65
Bill	02/11/2025	Inv.# 5489083	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 · Uniforms	-5.29
Bill	02/11/2025	Inv.# 5489083	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 · Uniforms	-1.70
Bill	02/11/2025	Inv.# 5489083	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 · Uniforms	-2.65
Bill	02/11/2025	Inv.# 5489083	Jackson Services	Shop Towels	60002 · Shop Supplies	-4.70
Bill	02/11/2025	Inv.# 5494293	Jackson Services	Uniforms + Good Life Garment Plan-Landauer	70506 · Uniforms	-10.59

City of Albion
Bills Report
February 11, 2025

Type	Date	Num	Name	Memo	Account	Amount
Bill	02/11/2025	Inv.# 5494293	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 · Uniforms	-5.29
Bill	02/11/2025	Inv.# 5494293	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 · Uniforms	-1.70
Bill	02/11/2025	Inv.# 5494293	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 · Uniforms	-2.65
Bill	02/11/2025	Inv. # 70795	Kav Tire & Lube. Inc.	Battery for Dump Trailer	61003 · Equipment Maintenance	-154.95
Bill	02/11/2025	Inv.# AI25301	Kayton's	Case of Tube Grease	61003 · Equipment Maintenance	-57.05
Bill	02/11/2025	Inv.# AR05855	Kayton International Inc.	Lease Case IH Max 125 Tractor 1/1-1/31/25	60015 · Equipment Rent	-375.00
Bill	02/11/2025	Inv.# 75025	Loup Power District		62000 · Utilities	-2,785.25
Bill	02/11/2025	Inv.#0649305	NE Dept. of Roads	Maintenance Agreement No. 84 for year 2024 -Surface Maintenance 2024	66008 · Hwy Maint Agreement	-1,761.30
Bill	02/11/2025	Inv.# 013125	The Nest LLC	Venue Rental for Recognition Dinner	65000 · Miscellaneous	-17.39
Bill	02/11/2025		Verizon-Landauer	Acc't # 483729214-00001 - Landauer	62001 · Telephone/Internet	-40.00
Bill	02/11/2025		Verizon-Morearty	Acc't # 588802976-00001 - Morearty	62001 · Telephone/Internet	-40.00
Bill	02/11/2025		White Star Oil Co. LLC	# 5325	60011 · Fuel	-28.50
Bill	02/11/2025		White Star Oil Co. LLC	# 5327	60011 · Fuel	-22.00
Bill	02/11/2025		White Star Oil Co. LLC	# 6412 - 3 Fuel Containers	60011 · Fuel	-33.50
Bill	02/11/2025		White Star Oil Co. LLC	# 6736	60011 · Fuel	-23.92
Bill	02/11/2025		White Star Oil Co. LLC	#6775	60011 · Fuel	-21.67
Bill	02/11/2025		White Star Oil Co. LLC	#9605	60011 · Fuel	-28.48
Bill	02/11/2025		White Star Oil Co. LLC	#5535 - Street Pkp 61284 miles	60011 · Fuel	-55.00
Total Street						-6,209.73
Total Governmental Funds						-28,207.91
						-136,187.54

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02/07/25

Accrual Basis

City of Albion
Authorized Checks Report
 January 15 through February 11, 2025

Item 14.

Type	Date	Num	Name	Memo	Account	Amount
Enterprise Funds						
Sewer						
Check	02/03/2025	Debit	Clearly Communications	Acc't #SBN102508	62001 · Telephone/Internet	-16.62
Check	01/15/2025	debit	iSolved HCM	Timekeeping Software - monthly invoice - pd ACH	61001 · Computer Maint	-7.50
Check	02/04/2025	13903	Sharon Ketteler	Reimburse food for Recognition Dinner	65000 · Miscellaneous	-11.29
Total Sewer						-35.41
Solid Waste						
Check	02/03/2025	Debit	Clearly Communications	Acc't #SBN102508	62001 · Telephone/Internet	-7.67
Check	01/15/2025	debit	iSolved HCM	Timekeeping Software - monthly invoice - pd ACH	61001 · Computer Maint	-1.50
Total Solid Waste						-9.17
Water						
Check	02/03/2025	Debit	Clearly Communications	Acc't #SBN102508	62001 · Telephone/Internet	-16.62
Check	01/31/2025	13901	Ignacio Quiroz Luna	balance of service deposit/420 S 7th St	66021 · Meter Deposit Return	-71.63
Check	01/15/2025	debit	iSolved HCM	Timekeeping Software - monthly invoice - pd ACH	61001 · Computer Maint	-7.50
Check	01/21/2025	13883	Nelson, Bryttanie	service deposit for 956 S 4th St	66021 · Meter Deposit Return	-125.00
Check	01/23/2025	13884	Pettitt Plumbing	Requested refund on plumber license they didn't need	65000 · Miscellaneous	-50.00
Check	02/03/2025	13902	Ron Morearty	202 miles @ .70 to Kearney-Snowball Conf. 1/22-1/23/25	64001 · Travel/Training	-141.40
Check	02/04/2025	13903	Sharon Ketteler	Reimburse food for Recognition Dinner	65000 · Miscellaneous	-22.58
Check	01/16/2025	ACH	UPS	Water Testing	60007 · Freight	-99.41
Check	02/03/2025	ACH	UPS	Water Testing	60007 · Freight	-40.29
Total Water						-574.43
Total Enterprise Funds						-619.01
Governmental Funds						
Economic Development						
Check	02/04/2025	13903	Sharon Ketteler	Reimburse food for Recognition Dinner	65000 · Miscellaneous	-11.29
Total Economic Development						-11.29
General						
Check	01/29/2025	13900	Andy Devine	February per employment contract	64002 · Automobile Expense	-500.00
Check	02/03/2025	Debit	Clearly Communications	Acc't #SBN102508	62001 · Telephone/Internet	-16.62
Check	01/15/2025	debit	iSolved HCM	Timekeeping Software - monthly invoice - pd ACH	61001 · Computer Maint	-17.00
Check	02/04/2025	13903	Sharon Ketteler	Reimburse food for Recognition Dinner	65000 · Miscellaneous	-101.53
Total General						-635.15
Park						
Check	02/03/2025	Debit	Clearly Communications	Acc't #SBN102508	62001 · Telephone/Internet	-10.23
Check	01/15/2025	debit	iSolved HCM	Timekeeping Software - monthly invoice - pd ACH	61001 · Computer Maint	-4.50
Check	02/04/2025	13903	Sharon Ketteler	Reimburse food for Recognition Dinner	65000 · Miscellaneous	-22.58
Total Park						-37.31

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02/07/25

Accrual Basis

City of Albion
Authorized Checks Report
 January 15 through February 11, 2025

Item 14.

Type	Date	Num	Name	Memo	Account	Amount
Pool						
Check	02/03/2025	Debit	Clearly Communications	Acc't #SBN102508	62001 · Telephone/Internet	-10.23
Total Pool						-10.23
Police						
Check	01/21/2025			Service Charge	54011 · Service Charges	-20.00
Check	02/03/2025	Debit	Clearly Communications	Acc't #SBN102508	62001 · Telephone/Internet	-19.82
Check	01/15/2025	debit	iSolved HCM	Timekeeping Software - monthly invoice - pd ACH	61001 · Computer Maint	-13.50
Check	02/04/2025	13903	Sharon Ketteler	Reimburse food for Recognition Dinner	65000 · Miscellaneous	-11.29
Total Police						-64.61
Fire						
Check	02/03/2025	Debit	Clearly Communications	Acc't #SBN102508	62001 · Telephone/Internet	-19.82
Check	02/04/2025	13903	Sharon Ketteler	Reimburse food for Recognition Dinner	65000 · Miscellaneous	-11.29
Total Fire						-31.11
Library						
Check	01/21/2025	1150	Alee Camarillo	New Lego Table	65000 · Miscellaneous	-50.00
Check	01/15/2025	DEBIT	Amazon		66017 · Library Collection Additio...	-16.04
Check	02/03/2025	Debit	Clearly Communications	Acc't #SBN102508	62001 · Telephone/Internet	-10.23
Check	01/21/2025	debit	Dollar General		65000 · Miscellaneous	-6.42
Check	01/15/2025	debit	iSolved HCM	Timekeeping Software - monthly invoice - pd ACH	61001 · Computer Maint	-28.00
Check	02/04/2025	13903	Sharon Ketteler	Reimburse food for Recognition Dinner	65000 · Miscellaneous	-56.40
Check	01/24/2025	debit	USPS		66013 · Postage	-20.44
Total Library						-187.53
Street						
Check	01/15/2025	debit	iSolved HCM	Timekeeping Software - monthly invoice - pd ACH	61001 · Computer Maint	-13.50
Check	02/03/2025	13902	Ron Morearty	(2) Battery Maintainers	61003 · Equipment Maintenance	-21.48
Check	02/04/2025	13903	Sharon Ketteler	Reimburse food for Recognition Dinner	65000 · Miscellaneous	-11.29
Total Street						-46.27
Sales Tax						
Check	01/15/2025	13882	Albion Economic Develo...	Sales Tax Transfer approve by Council 1/14/2025	99992 · Sales Tax Transfer - Eco...	-47,500.00
Total Sales Tax						-47,500.00
Total Governmental Funds						-48,523.50
TOTAL						-49,142.51



AGENDA MEMO

MEETING NAME: Albion City Council Meeting

DATE: February 11, 2025

ITEM NAME:

MOTION: At _____ pm, Council Member _____ made a motion to adjourn the meeting.

2ND:

ROLL CALL: Johnson _____ Dailey _____ Porter _____ Tisthammer _____

SUMMARY OF DECISION: