



2017 City Council Activity Report

City of Albion, Nebraska

*A monthly summary of notable policy and legislative action taken the Albion City
Council during the year 2017.*

2017 City Council Activity Report



Notable 2017 Operations Activities for the City of Albion:

- ❖ Another successful city wide clean up held in May.
- ❖ City awarded \$350,000 CDBG Downtown Revitalization Grant to implement first phase of DTR Plan – Façade Improvement Program to begin in 2018.
- ❖ Refinanced debt for the construction of the Albion Family Aquatic Center resulting in a savings of \$170,465.
- ❖ A VFD was installed on back-up well 3 – to prevent water hammer and pressure spikes when well 3 needed.
- ❖ Water Dept reported progress in radio-read meter change-out program – 667 of 897 (74%) meters converted since the program began in 2009. This is up from 626 (70%) last year.
- ❖ Water main near Albion Locker repaired.
- ❖ Sale Barn Road Water main replacement/upgrade project bid and awarded to Rutjen's Construction of Tilden – construction expected in Spring of 2017.
- ❖ Water Department awarded a security grant for fencing at the Tower and Well Site, as well as placement of security cameras at all facilities where electronic controls are located including the Water tower/well site, City Hall, and the Sewer plant. To be completed by June 2018.
- ❖ Annual Sewer maintenance program completed including root treatment.
- ❖ Six manholes were rehabilitated by Johnson Service Company in 2017, including replacement of two rings and covers by City staff.
- ❖ Gehring Concrete and Construction completed Church Street reconstruction project in August.
- ❖ Hackel Construction of Ord, Nebraska to completed Multipurpose Courts including basketball, tennis, and pickle ball in June.
- ❖ Significant Street Maintenance Program Activity completed in 2017 including crack sealing and microsurface sealing of all asphalt streets.
- ❖ Fairview Storm Sewer Phase II and Paving Project bid and awarded to Midlands Contracting of Kearney – construction expected to begin in Spring of 2017.
- ❖ Sold surplus property: 2006 Ford Crown Victoria Patrol Car, Hustler Super Z Mower – 72" Deck with Bagger, Air Jack, Land Pride Blade and Quick Hitch, John Deere Series EA-217-G Power Unit, and three light bars.
- ❖ Fire Department purchased new stationary fire training facility.
- ❖ Fire Department hosting group training for multiple departments.
- ❖ Fire Department held a water rescue training for department members and pool staff at the Albion Family Aquatic Center.
- ❖ Purchased UTV for parks department – dragging fields, hauling grass, transporting personnel, and general utility.
- ❖ The City of Albion, Boone County Area Foundation, Boone County Commissioner, Boone County Ag Society, and the Economic Development Groups began a partnership to raise money for and develop a looped trail system linking the Fuller Park and Boone County Fairgrounds.
- ❖ Plans for improvement of the West ball fields at the Sports Complex, as well as campground expansion have been added to the Capital Improvement Plan Project list for 2018.
- ❖ Library purchased additional Chromebooks.
- ❖ Library purchased new outdoor light fixtures.
- ❖ Library partnered with the Albion Chamber to host a Taste of Albion event.
- ❖ 38 Building Permits were issued in 2017 at an estimated total value of \$18,560,055.
- ❖ MaKensey Harris was appointed as the new building inspector in August.



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January 2017

- Mayor Jarecki noted continued misuse of the tree pile/community burn site and requested that City Attorney Wright draft an ordinance which would make an abuser personally liable.
- Held public hearing to consider a zone change request of Trent M. and Audrey L. Kraus to change Lot 7, 5 ½ feet of Lot 8, Block 1, Clark's 1st Addition to the City of Albion, Boone County, Nebraska from C-2 (Downtown Commercial) to R-2 (Medium Density Residential). Tabled action until after additional public hearings of the Planning Commission and City Council.
- Approved the second reading of Ordinance 252(16) amending the official zoning map of the City of Albion, Nebraska.
- Introduced and approved the first reading of Ordinance 254(17) relating to a levy of special assessment for the unpaid utility bill of Brittney Weinman.
- Introduced and approved Resolution 101(17), an interlocal agreement with Boone County to have an existing Boone County Employee provide street superintendent services to the City of Albion, Nebraska.
- Approved plans and specifications for the Church Street Reconstruction Project.
- Tabled action on an amendment to the Church Street Reconstruction Project agreement with JEO to add easement services for necessary drainage easement.
- Reviewed the 2016 Albion Planning Commission Annual Activity Report.



A monthly summary of notable policy and legislative action taken by the Albion City Council during the year 2017.



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- Reviewed the 2016 Albion City Council Annual Activity Report.
- Reviewed proposed 2017 1 & 6 year Street Improvement Plan.
- Approved appointment of Marcus Johnson to the Boone County Development Agency Board of Representatives.
- Approved appointment of Jon Porter to the Boone County Lodging Tax Committee.
- Approved standing appointment of the Albion Volunteer Fire Department Secretary as the City of Albion Volunteer Fire Department Certification Administrator for the Volunteer Emergency Responders Incentive Act Program.
- Authorized the City Administrator to draft and submit grant application to Boone County Foundation Fund for Downtown Holiday Light Replacement Program in partnership with the Albion Chamber of Commerce.
- Reviewed the Monthly City Administrator Report including information on Streets, Water, Sewer, Library, and Park Departments; and, Financial Statements.
- Approved the payment of the monthly bills.
- Approved Change Order #2 of B-D Construction for the Fairview Street Storm Sewer Phase I Project which included additional concrete ditch liner and a deduction for a tree that was not required to be removed.
- Approved Pay Application #4 of B-D Construction for the Fairview Street Storm Sewer Phase I Project in the amount of \$22,416.02. It was noted that Boone County is participating and paying for half of the project as previously agreed.



February 2017

- Mayor Jarecki noted the new proposed ordinance on the agenda addressing improper disposal of yard waste at the grass and tree pile, stating that the City is considering installation of a surveillance camera in the same area.
- Mayor Jarecki provided a report of his semi-annual department head meetings held January 13, 2017 and January 23, 2017 and reviewed the same with the Council.
- Held a public hearing to receive information and public testimony regarding a rate increase plan of Eagle Communications, Inc.
- Held public hearing to consider, and denied, a zone change request of Trent M. and Audrey L. Kraus to change Lot 7, 5 ½ feet of Lot 8, Block 1, Clark's 1st Addition to the City of Albion, Boone County, Nebraska from C-2 (Downtown Commercial) to R-2 (Medium Density Residential).
- Held public hearing to consider amendments to the Albion Comprehensive Plan. Following public testimony and Council discussion, the City Council:
 - Introduced and approved Resolution 104(17) amending the Albion Comprehensive Plan as proposed, noting the reclassification of two commercial districts from C-2 to C-1 on the Official Albion Zoning Map.
 - Introduced; approved three readings, with the formal suspension of rules, of; and, adopted; Ordinance 256(17) amending the Albion Municipal Zoning Regulations Including the Official Zoning Map.
- Held public hearing to consider, and approved, administrative plat by James H. Kohtz, Cheryl M. Krohn, Justin and MaKensey Harris, and Howard L. and D. Lavonne Mills, to replat a tract of land located in the NE ¼ of Section 21, Township 20 North, Range 6 West of the 6th P.M., Boone County, Nebraska.
- Held public hearing to consider, and approved, administrative plat by Half Moon Investments, LLC to replat lots 3 & 4, Block 26, Mansfield's 5th Addition, City of Albion, Boone County, Nebraska.
- Held public hearing to consider, and approved, administrative plat by Victor R. and Cindy M. Carlson to replat lots 3 & 4, Block 2, Clarks Second Addition, City of Albion, Boone County Nebraska.
- Indefinitely postponed action on Ordinance 252(16) amending the Official Zoning Map of the City of Albion, Nebraska.
- Approved the second and third readings, with the formal suspension of rules, of; and, adopted; Ordinance 254(17) relating to a levy of special assessment for the unpaid utility bill of Brittney Weinman.
- Introduced; approved three readings, with the formal suspension of rules, of; and, adopted; Ordinance 255(17) related to abuse of the grass and tree piles.

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- Introduced; approved three readings, with the formal suspension of rules, of; and, adopted; Ordinance 257(17) amending section 6-111 and 6-115 of the Municipal Code of the City of Albion, regarding utility bills and liens resulting from delinquent utility bills.
- Annually in February, the Council considers surplus property for declaration. The Council introduced and approved Resolution 102(17) declaring surplus property and authoring the sale of the same.
- Approved Amendment 1-revised to the Church Street Reconstruction Project Agreement with JEO to add easement services for necessary drainage easement.
- Approved the bid for the Church Street Reconstruction Project of Gehring Concrete and Construction in the amount of \$282,367.69; awarding the contract to the same; and authorizing the Mayor or his representative to sign any and all contract documents.
- Reviewed the Annual Report for the Albion Housing Authority.
- Approved appointment of Kristina Fox and Chris Kohtz to the Albion Board of Adjustment, and Scott Reinhart as an alternate member.
- Approved appointment of Doug Young and Stacy Gragert to the Citizen's Advisory Committee.
- Authorized the sale of the 2006 Ford Crown Victoria Patrol Car to the Albion Airport Authority for \$2000.00.
- Reviewed the City Administrator Report including information on Streets, Water, Sewer, and Park Departments; and, Financial Statements.
- Held a public hearing for the 2017 1 & 6 year Street Improvement plan and approved Resolution 103(17) adopting the same.



March 2017

- Mayor Jarecki reminded residents when clearing snow to dispose onto own property.
- Mayor Jarecki noted continued misuse of the tree pile and that the City was given a warning by the DEQ for having trash in it. He requested citizens report any misuse.
- Approved appointments of Steven Ruzek and Mike Pugh to the Albion Planning Commission.
- Beth Ackland, Director of the Public Alliance for Community Energy (ACE) distributed information about the Nebraska Choice Gas Program as well as ACE's specific role in the program.
- Held a public hearing to receive information and public testimony regarding a rate increase plan of Eagle Communications, Inc.
- Held public hearing to consider, and approved with amendments, the preliminary plat application of Dana and Karen Andersen to plat property legally described as Block 4, Andersen Second Subdivision, City of Albion, Boone County, Nebraska.
- Tabled action on a subdivision development agreement with Dana and Karen Andersen.
- Tabled action on an agreement with JEO Consulting Group, Inc. regarding design and construction services for South Park Subdivision Improvements
- Approved Drainage Easement Agreement with Roy and Debra Schilousky.
- Approved agreement with JEO Consulting Group, Inc. for design and construction services for Phase II of the Fairview Storm Drainage Project, including necessary paving improvements.
- Approved Street Closure Requests of Downtown Streets for the following community events:
 - REQUEST OF SMOKE N CHROME ON MAIN, COMMITTEE TO TEMPORARILY CLOSE DOWNTOWN STREETS FOR CAR SHOW FROM 6:30 A.M. TO 3:00 P.M. ON JUNE 18, 2017
 - REQUEST OF LORI KROHN TO CLOSE CHURCH STREET FROM 5TH STREET TO 3RD STREET FROM 9:30 A.M. TO 11:30 A.M. ON JULY 4, 2017 FOR AN INDEPENDENCE DAY KIDDIE PARADE
 - REQUEST OF ALBION CHAMBER OF COMMERCE TO CLOSE 4TH STREET FROM ½ BLOCK SOUTH OF CHURCH STREET TO ½ BLOCK NORTH OF MAIN STREET FROM 6 A.M. AUGUST 26, 2017 TO 1:30 A.M. AUGUST 27, 2017 FOR A COMMUNITY EVENT
 - REQUEST OF ALBION VET'S CLUB TO TEMPORARILY CLOSE DOWNTOWN STREETS ON SEPTEMBER 9, 2017 FOR A COMMUNITY EVENT
 - REQUEST OF ALBION CHAMBER OF COMMERCE TO TEMPORARILY CLOSE DOWNTOWN STREETS ON NOVEMBER 30, 2017 FROM 5:30 P.M. TO 7:00 P.M. FOR A HOLIDAY LIGHT PARADE

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- Opened 2017 lawn care bids and approved the bid submitted by Jarecki Lawncare for the amount of \$8,025.00; and authorized the Mayor or his representative to sign any Agreement/Contract documents.
- Introduced and approved the first reading of Ordinance 258(17) relating to a levy of special assessment for the unpaid utility bill of Ricky Bader.
- Introduced and approved Resolution 105(17) declaring nuisance for case #17-0245 at 339 S 6th Street.
- Reviewed the 2016 Annual Water and Sewer Department Report.
- Reviewed Monthly Administrator Report including updates on Street, Water, Sewer, and Parks Departments; and Financial Reports.
- Authorized Jon Porter and Marcus Johnson to attend the March 27, 2017 Boone County Planning Commission meeting as representatives of the City of Albion on the matter of potential A-1 and A-2 regulation changes.
- Approved employee evaluations of Joe Landauer and Joe Luettel, including appropriate recommended step raise for Joe Luettel.
- Terminated the Water Tank Maintenance Contract Dated August 12, 2003 between the City and Utility Service Co, Inc.



April 2017

- At a special meeting on April 6th approved hiring Houghton Bradford Whitted PC for Case # CI 17-23.
- Mayor Jarecki noted that he will be mowing the Library lawn as part of the landscaping and lawn project from the previous year and that fertilizing the Library lawn was not included in the bid specs for the Albion 2017 lawn care program.
- Mayor Jarecki reviewed Open Meeting Act rules and guidelines that Clerk Devine received from the Nebraska Clerk's Academy.
- Approved a Subdivision Development Agreement with Dana and Karen Andersen.
- Approved Agreement with JEO Consulting Group, Inc. regarding Design and Construction Services for South Park Subdivision Improvements.
- Approved the second and third readings, with the formal suspension of rules, of; and, adopted; Ordinance 258(17) relating to a levy of special assessment for the unpaid utility bill of Ricky Bader.
- Approved Agreement with Nebraska Central Railroad with a cap of \$77,166.68 for Road Crossing Rehabilitation in connection with the Church Street Reconstruction project.
- Approved agreements with Thiele Geotech, Inc. for materials testing for the Church Street Project and Sport Complex Multipurpose projects; and, for geotechnical exploration for the Fairview Street Improvement Phase II and South Park Subdivision Development projects.
- Approved Public Right of Way Permit Applications of Great Plains Communications, Eagle Communications, and Frontier Communications – once all renewal requirements are met.
- Introduced and approved Resolution 106(17) accepting and adopting the Owner/Occupied Housing Rehabilitation Guidelines and Reuse Plan for Recaptured and Program Income Funds.
- Approved annual employee evaluations and appropriate step raises of Jim Bader and Brent Lipker.
- Reviewed Monthly Administrator Report including updates on Street, Water, Sewer, Fire, Library, Albion Family Aquatic Center, and Parks Departments; and Financial Reports.
- Reviewed information from the March 27, 2017 Boone County Planning Commission meeting regarding potential regulation changes for the A-1 and A-2 zones throughout Boone County.
- Awarded contract for Sports Complex Concession Stand Operation to Albion Baseball and Softball Organizations, with Tracy Hedlund as representative.
- Approved membership application of Warren Myers to the Albion Volunteer Fire Department.



May 2017

- Mayor Jarecki reminded the public that questions immediately following council meetings need to be directed to the Mayor or Council. If there are questions not pertaining to the meeting for Clerk Devine, they should be addressed during business hours.
- Mayor Jarecki stated that a surveillance camera has been installed at the tree pile site.
- Held public hearing to consider, and approved, a replat and vacation request of Randy Hedlund to replat Lots 7 & 8, Block 6, and Part of Lot 5, Block 7, Original Town of Albion, Boone County, Nebraska including the vacation of the west half of Third Street from Main Street Thence North to the Union Pacific Railroad, and adjacent to Lot 8, Block 6, Original Town of Albion, Boone County, Nebraska.
- Introduced; approved three readings, with the formal suspension of rules, of; and, adopted; Ordinance 259(17) vacating the west half of Third Street from Main Street thence North to the Union Pacific Railroad, and adjacent to Lot 8, Block 6, Original Town of Albion, Boone County, Nebraska.
- Tabled action on an amendment to the Subdivision Development Agreement with Dana and Karen Andersen until the May 25th special meeting.
- Tabled action on an agreement with JEO Consulting Group, Inc. for Sale Barn Road Water Main Replacement Project.
- Approved contract with Fire Training Structures, LLC in the amount of \$208,355 for the construction of one commercially built stationary fire training facility.
- Introduced and approved the first reading of Ordinance 260(17) relating to a levy of special assessment for the unpaid utility bill of Matthew J. Scarlett.
- Introduced and approved the first reading of Ordinance 261(17) relating to a levy of special assessment for the unpaid utility bill of Albion Sewing Center (Tenant) and Michael W. Olson (Landlord).
- Introduced and approved Resolution 107(17) establishing Mutual Law Enforcement Jurisdiction with Boone County.
- Introduced and approved Resolution Series 108(17) 1-5, declaring nuisances.
- Reviewed the Annual Identity Theft Prevention Program Report.
- Approved annual evaluation of Ron Morearty including any appropriate step raise and recommended carry-over raise.
- Approved membership application of Taylor Nelson to the Albion Volunteer Fire Department
- Reviewed Monthly Administrator Report including updates on Street Issues, Water Projects, Waste Water Facility, Parks Projects, Library Projects, Building Permits, Pool Operations, and Financial Reports.
- At a special meeting on May 25th the Council:
 - Approved amendment to Subdivision Development Agreement with Dana and Karen Andersen to add conditions for an 8' privacy fence;
 - Tabled an agreement with JEO Consulting Group, Inc. for the Sale Barn Road Water Main Replacement Project; and,
 - Approved request of Boone County Historical Society to temporarily close Church Street and the North half of 4th Street on June 10, 2017 for the Smoyer-Wathen Monument Dedication.



June 2017

- Mayor Jarecki reported on the progress of the Church Street and Sports Complex Multipurpose Court Projects.
- Mayor Jarecki reported on the Smoyer-Wathen Memorial Service that he had recently attended, commending the committee for their work raising money for the monument and future law enforcement scholarships.
- Mayor Jarecki reported that a Citizen had made a request to place an agenda item to address the City Council regarding sewer rates and that such request was not provided prior to the agenda deadline. The Mayor also noted that the Council would be discussing utility rates at the next meeting as preliminary budget preparation begins.
- Approved an agreement with JEO Consulting Group, Inc. for replacement of the Sale Barn Road water main only.
- Approved the second and third readings, with the formal suspension of rules, of; and, adopted; Ordinance 260(17) relating to a levy of special assessment for the unpaid utility bill of Matthew J. Scarlett.
- Tabled action on Ordinance 261(17) approving the Final Plat Application of Dana and Karen Andersen for the South Park Subdivision until all requirements are met.
- Approved the lot split application of Judith Harder for property legally described as a fraction of the NE ¼ of the NW ¼ of Section 28, Township 20 North, Range 6 West, Boone County, Nebraska, more commonly known as 3609 Fairgrounds Road, Albion, Nebraska.
- Approved the Northeast Nebraska Economic Development District Housing Reuse Service Contract.
- Reviewed the Annual Delinquent Utility Account Report.
- Reviewed the Nuisance Program Report from Officer Mapel and introduced and approved Resolution Series 109(17) 1-3, declaring nuisances
- Approved Change Order #3 of B-D Construction, Inc. for the Fairview Street Storm Sewer Phase I and Ruby Street Projects Contract increase in the amount of \$98.00.
- Approved Pay Application #5 of B-D Construction, Inc. in the amount of \$15,007.58 for the Fairview Street Storm Sewer Phase I and Ruby Street Projects.
- Approved Change Order #1 of Hackel Construction for the Albion Sport Complex Multipurpose Court Project contract increase in the amount of \$3,141.60 for placement of sod.
- Approved Pay Application #1 of Hackel Construction for the Albion Sports Complex Multipurpose Court Project in the amount of \$188,044.74.
- Reviewed Monthly Administrator Report including updates on Street Issues, Water Projects, Parks and Recreation Projects, the hiring of Staci Wright as the Library Director, Building Permits, a report from the Recreational Trails Committee, and Financial Reports.



July 2017

- Mayor Jarecki thanked the Boone County Fair Board and all volunteers who worked at making the Boone County Fair a great success.
- Tabled action on the Recreational Trails Project until the committee provides additional recommendations.
- Introduced and approved Resolution 110(17) Establishing Utility Deposit Amounts.
- Approved interlocal agreement with Boone Central Schools for use of softball field.
- Approved Right of Way Grant to Boone Central School District for Flag Poles.
- Reviewed the Preliminary 2016-17 Budget Performance, Preliminary 2017-18 Budget, and Preliminary 2017-18 Capital Improvement Plan.
- The Mayor and Council reviewed Utility Rates and tabled action on Resolution 111(17) setting utility rates effective October 1, 2017 until updated rate comparisons are available.
- Introduced 112(17) adopting the Multi-Jurisdictional Hazard Mitigation Plan
- Chief Lipker provided an update on the Nuisance Program and Mayor Jarecki recommended that the Board of Health meet at least once a year.
- Approved annual employee evaluations of Andrew Devine and Michael Mapel including any appropriate step raise.
- Approved Pay Application #1 of Gehring Construction for the Church Street Project in the amount of \$198,678.36.
- Reviewed Monthly Administrator Report including updates on Street Issues, Water/Sewer Department activities, and Parks/Rec operations, the League of Nebraska Municipalities Budget and Finance Conference, Building Permits, and Financial Reports.
- Approved the Membership Application of Mitch Hardwick to the Albion Volunteer Fire Department.
- Discussed the status of Boone County District Court Cases 17-21, 17-23, and 17-25 in closed session for the protection of the public interest due to pending litigation – no action taken.



August 2017

- Mayor Jarecki reviewed a report of his semi-annual department head meeting held August 2, 2017 with the Council.
- Approved Manager Application of Albert VanDeWalle for the Veteran’s Club under Liquor License #C-001179
- Approved Airport Authority request for City Tax Allocation up to \$30,000 for Fiscal Year 2017-18
- Reviewed updated rate comparison report provided by the Nebraska Rural Water Association which demonstrated that Albion’s water and sewer rates are below average in a peer group of comparable communities.
- Approved Resolution 111(17) setting Utility Rates effective October 1, 2017, increasing all utility rates by 1.5%.
- Approved Resolution 113(17) setting Cost of Living Adjustment at 1.5% for non-temporary City Employees effective October 1, 2017.
- Reviewed Monthly Administrator Report including updates on Street Maintenance Program, planning for financing future Street Projects, Water System Radio Read Meter Program, Sewer Manhole Rehabilitation plans, the Fire Department Training Facility on order, decreases in attendance at the Albion Family Aquatic Center, Building Permits issued, and Financial Reports.
- Approved Change Order #1 of Gehring Construction for the Church Street Project resulting in a contract increase in the amount of \$428.67.
- Approved Pay Application #2 of Gehring Construction for the Church Street Project in the amount of \$64,479.18.
- At a special meeting on August 22, 2017, the Council:
 - Held a Budget Workshop and reviewed proposed 2017-18 budget;
 - Held a public hearing regarding CDBG #16-DTR-001 – the Albion Downtown Revitalization Planning Grant and approved the Albion Downtown Revitalization Plan;
 - Held a public hearing regarding a new application to the Nebraska Dept. of Economic Development for a CDBG Grant to implement the Albion Downtown Revitalization Plan and approved Resolution 114(17) authorizing the Chief Elected Official to Sign an application for CDBG Funds;
 - Approved Membership and Disbursement Agreements with the Boone County Development Agency;
 - Introduced and approved the first reading of Ordinance 261(17) relating to a levy of special assessment for the unpaid utility bill of Ashley Scheffler;
 - Introduced and approved the first reading of Ordinance 262(17) relating to a levy of special assessment for the unpaid utility bill of Albion Sewing Center and Michael Olson;
 - Approved Appointment of MaKensey Harris as the Albion Building Inspector.



September 2017

- Mayor Jarecki commented that the previous Budget Workshop was excellent and he thanked Mr. Devine, the Council, and Department Heads in assisting to prepare the 2017-18 Budget.
- Held public hearing for 2017-2018 Budget Adoption.
 - Approved Resolution 115(17) regarding the 2017-2018 property tax request.
 - Approved and adopted the 2017-2018 Budget including an additional 1% increase of the restricted funds authority and the 2017-2018 Capital Improvement Plan.
- Introduced and approved Resolution 116(17) for reimbursement of expenditures for Phase Two of the Fairview Street Storm Sewer and Paving Project.
- Introduced and approved Resolution 117(17) for reimbursement of expenditures for infrastructure improvements for the South Park Subdivision Project.
- Introduced and approved Resolution 118(17) an Interlocal Agreement with Boone County allowing existing Boone County Employee to contract with the City to provide Street Superintendent Services.
- Approved the second and third readings, with the formal suspension of rules, of; and, adopted; Ordinance 261(17) relating to a levy of special assessment for the unpaid utility bill of Ashley Scheffler.
- Indefinitely postponed action on Ordinance 262(17) relating to a levy of special assessment for the unpaid utility bill of Albion Sewing Center (Tenant) and Michael W. Olson (Landlord). The bill had been paid prior to the meeting.
- Introduced and approved Resolution 119(17) and Resolution 120(17) related to refunding of Series 2012 and 2013 Swimming Pool Bonds.
- Introduced; approved three readings, with the formal suspension of rules, of; and, adopted; Ordinance 263(17) related to refunding of Series 2012 and 2013 Swimming Pool Bonds.
- Approved Right of Way Access Agreement with RDG Geoscience and Engineering for Geoprobe testing access within City Right of Way.
- Reviewed Monthly Administrator Report including updates on Street Issues including the completion of microsurfacing of all asphalt streets, Water Dept. activities including the awarding of DHHS security grant funds, Sewer Department activities including the completion of rehabilitation of manholes, Parks/Rec operations including a detected leak at the Aquatic Center, Building Permits, and Financial Reports.
- Held fiscal year end meeting on September 28, 2017.
- Approved a citizen committee to raise funds for a Recreational Trail Project and to build a recreational trail on the property known as the City of Albion's Fuller Park, the Public Right of Way along South 8th Street, and the property known as the City of Albion's Water Tower Property.



October 2017

- Note: There was not a quorum for the regular meeting; however, a special meeting to approve payment of monthly bills was held on the morning of October 13, 2017.
- At the same special meeting the Council also approved construction of a trails system upon City property known as Fuller Park, South 8th Street, and Water Tower Property, with such improvements to be owned and maintained by the City, subject to a group of citizens raising sufficient funds for construction of the improvements.



November 2017

- The Mayor congratulated the Boone Central/Newman Grove Football team for making it to the State Finals.
- Received a presentation from Don Mroczek and Ann Giebler regarding IDShield and LegalShield Identity Theft Protection product for future consideration as a benefit to City employees.
- Approved the bid of Rutjens Construction in the amount of \$60,727.30 for the Sale Barn Road Water Main Project, awarding the contract to the same, and authorizing the Mayor to sign any and all contract documents.
- Introduced and approved Resolution 121(17) declaring surplus property and authorizing the sale of the same.
- Introduced and approved Resolution Series 122(17) 1-2 declaring nuisances.
- Held a public hearing to consider, and approved, an application for administrative plat of Douglas E. Sharp to replat Lots 14 and 15, Block 7, F.C. Hawks Addition to the City of Albion, Boone County, Nebraska.
- Held public hearing, and approved, administrative plat application of Boone County to replat a tract of land comprising a part of the Northeast $\frac{1}{4}$ of Section 28, Township 20 North, Range 6 West of the 6th P.M., Boone County, Nebraska.
- Held public hearing to consider, and approved, administrative plat application of David Otto Wolf and James Melvin Wolf, Trustees of Elain Wolf Trust, to replat a tract of land comprising a part of the Northwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of Section 27, Township 20 North, Range 6 West of the 6th P.M., Boone County, Nebraska.
- Approved Plans and Specifications of the Fairview Drainage Phase II Project, and authorized for advertisement of bids.
- Introduced; approved three readings, with the formal suspension of rules, of; and, adopted; Ordinance 264(17) creating Albion Street Improvement District #2018-01.
- Introduced and approve Resolution 123(17) setting the date of hearing of sufficiency of any objections with respect to the creation of Albion Street Improvement District #2018-01 for December 12, 2017.
- Approved renewal of Maintenance Agreement #84 between NDOR and the City of Albion.
- Tabled action on Right of Way Permit applications of Frontier Communications for proposed placement of Fiber Optic cable.
- Introduced; approved three readings, with the formal suspension of rules, of; and, adopted; Ordinance 265(17) amending sections 3-201, 3-202, and 3-206 of the Municipal Code regarding abandoned vehicles, equipment and machinery, notice requirements to owners, and penal provisions.

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- Approved a donation to the Nebraska Rural Water Association in the amount of \$1,000 in appreciation for assistance with Utility Rate Studies, Water Pressure Monitoring, and Leak Detection at the Albion Family Aquatic Center.
- Approved employment evaluation of Joe Predmore.
- Reviewed City Administrator Report regarding the status of various city departments, city activities, and city financial reports.
- Held an executive session to discuss strategy for future real estate purchases in relation to new water well siting. After resuming the meeting in open session, the Council authorized the Mayor and City Administrator to negotiate terms of a new Well site.
- Held a special meeting on November 28, 2017 and approved Right of Way Permit applications of Frontier Communications, noting JEO's comments on the application, and that construction may not begin until a 10% surety bond/deposit is received of Frontier Communication.



December 2017

- Reviewed the annual audit report for fiscal year ended September 30, 2017 with Terry Galloway of AMGL, CPA's
- Tabled action on IDShield Identity Theft benefit for City employees until the next regular meeting.
- Held public hearing on sufficiency of written objections to the Albion Street Improvement District #2018-01. Discussion ensued, but no formal action taken by the Council regarding District #2018-01 as less than 50% of adjacent property owners filed written objections, therefore no further action was necessary and District #2018-01 remains as created in November.
- Approved and awarded the bid of Midlands Contracting, Inc in the amount of \$1,133,470.55 for the Fairview Drainage Phase II and paving project.
- Reviewed City Administrator Report regarding the status of various city departments, city activities, and city financial reports.
- Elected Walt Hoefer as Council President for 2018.
- Confirmed Mayoral Appointments for 2018.
- Approved Annual State of Nebraska Street Department Budget Report.
- Approved annual employee evaluation and appropriate step-raise for Sharon Ketteler.
- Approved agreement with Northeast Nebraska Economic Development District for General Administration of the Downtown Redevelopment Grant.
- Approved CDBG Contract No 17-DTR-103 with the State of Nebraska Department of Economic Development