

**MINUTES**  
**ALBION CITY COUNCIL**  
**REGULAR MEETING**  
**TUESDAY, AUGUST 10, 2021**

A Regular Meeting of the Albion City Council of the City of Albion, Nebraska was convened in open and public session at 7:30 p.m. on August 10, 2021 at Albion City Hall, 420 West Market St., Albion, NE. Present were: Mayor James C. Jarecki, Council Members Jack Dailey, Jason Tisthammer, Jon Porter, and Marcus Johnson. City staff present were: City Administrator Andrew Devine, Deputy City Clerk Sharon Ketteler, Utility Billing Clerk Amber Wynn, Water Commissioner Warren Myers, Officer Joe Predmore, and City Attorney Darren Wright. 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.

**MAYOR'S COMMENTS**

Mayor Jarecki informed the public about the location of the current copy of the Open Meetings Act posted in the Council Chambers. The Mayor provided a report of his semi-annual Department Head Meeting held on August 9, 2021; and reviewed it briefly with the council.

**2. CONSIDER MINUTES OF THE JULY 20, 2021 CITY COUNCIL MEETING FOR APPROVAL**

Councilman Porter made a motion to approve minutes of the July 20, 2021 City Council meeting; second by Johnson. **Vote: Yeas; Tisthammer, Dailey, Porter, Johnson. Nays; None.**

**3. CONSIDER AIRPORT AUTHORITY REQUEST FOR CITY TAX ALLOCATION FOR FISCAL YEAR 2021-2022**

Clerk Devine stated that \$30,000 is the same amount the Airport Authority has requested for the past few years. They have not been using the entire requested amount. Councilman Porter made a motion to approve Property Tax Allocation request of Albion Airport Authority for fiscal year 2021-2022, second by Johnson. **Vote: Yeas; Porter, Johnson, Tisthammer, Dailey. Nays; None.**

**4. CONSIDER RESOLUTION 109(21) COST OF LIVING ADJUSTMENT FOR NON-TEMPORARY CITY EMPLOYEES EFFECTIVE OCTOBER 1, 2021**

Council members reviewed the resolution. Clerk Devine noted the CPI index this year is 5.4%. There was no COLA in 2020-2021. Councilman Johnson made a motion to introduce and approve Resolution 109(21) with amount of 5% Cost of Living Adjustment, second by Porter. **Vote: Yeas; Johnson, Porter, Dailey, Tisthammer. Nays; None.**

**5. CONSIDER RESOLUTION 110(21) DECLARING SURPLUS PROPERTY AND AUTHORIZING THE SALE OF THE SAME**

Clerk Devine noted that a few more items were found to add to the surplus property list from this spring. Councilman Johnson made a motion to introduce and approve Resolution 110(21) Declaring Surplus Property and Authorizing the Sale of the Same, second by Dailey. **Vote: Yeas; Dailey, Tisthammer, Johnson, Porter. Nays; None.**

**6. DISCUSS DRAFT OF BUDGET INCLUDING CERTIFIED VALUATION AS REPORTED BY COUNTY ASSESSOR, FINAL PREPARATION BY ACCOUNTANT, AND SETTING BUDGET ADOPTION HEARING DATE AND TIME**

Clerk Devine stated this draft had also been under review by accountant, Michael Hoback, of AMGL. There were no material changes from the Preliminary Budget Draft given to the council last month. Mr. Hoback was present to review the budget with council members. Mr. Hoback stated that the City is planning to spend down about \$500,000 of cash reserves, highly due to Fire and Park projects; however, we still have good cash reserves. The City's Valuation is estimated to increase approximately 5% from last year. The total Tax Levy is estimated to go down. The City should receive the Certified Valuation from the County Assessor soon.

Councilman Dailey made a motion to set the Budget Hearing date and time for 7:30 a.m. on Tuesday, September 7, 2021; second by Johnson. **Vote: Yeas; Dailey, Tisthammer, Johnson, Porter. Nays; None.**

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

Councilman Johnson stated that BCDA had to reschedule their meeting due to lack of quorum. Johnson made a motion to table action on Membership Agreement and Disbursement Agreement until the next regular City Council meeting on September 14, 2021; second by Tisthammer. **Vote: Yeas; Porter, Johnson, Dailey, Tisthammer. Nays; None.**

**8. CONSIDER AGREEMENT WITH BOONE COUNTY MINISTERIAL ASSOCIATION IN REGARD TO UTILITY DISCONNECTION PREVENTION PROGRAM**

Council members reviewed the agreement. Councilman Tisthammer made a motion to approve agreement with Boone County Ministerial Association in regard to establishment of Utility Disconnection Prevention Program, second by Johnson. **Vote: Yeas; Johnson, Porter, Dailey, Tisthammer. Nays; None.**

**9. NUISANCE PROGRAM REPORT – ALBION POLICE DEPARTMENT**

- **CONSIDER RESOLUTION 111(21)SERIES DECLARING NUISANCES**

Council members reviewed the nuisance reports provided by Officer Mapel. Councilman Porter made a motion to introduce and approve Resolution Series 111(21)

1-2 Declaring Nuisances, second by Johnson. **Vote: Yeas; Dailey, Tisthammer, Johnson, Porter. Nays; None.**

**10. CONSIDER RESOLUTION 112(21) REGARDING TRAFFIC CONTROL REGULATIONS AND PARKING RESTRICTIONS**

Clerk Devine explained that Boone Central Schools Superintendent requested no parking areas to prevent traffic congestion, and for safety issues. A plan was established for no parking on south side of Prairie Street from 4<sup>th</sup> to 5<sup>th</sup> Streets; and also the south side of Walnut Street from 4<sup>th</sup> to 5<sup>th</sup> Streets.

There was also a request from a resident to designate a handicap parking space on the east side of 5<sup>th</sup> Street to the immediate north of Main Street. Councilman Porter made a motion to introduce and approve Resolution 112(21) Regarding Traffic Control Regulations and Parking Restrictions, second by Johnson. **Vote: Yeas; Porter, Dailey, Johnson, Tisthammer. Nays; None.**

**11. ACKNOWLEDGEMENT OF RECEIPT OF THE CITY ADMINISTRATOR REPORT TO THE CITY COUNCIL REGARDING THE STATUS OF VARIOUS CITY DEPARTMENTS, CITY ACTIVITIES, AND CITY FINANCIAL REPORTS**

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

**12. CONSIDER BILLS FOR APPROVAL**

- CONSIDER MONTHLY BILLS FOR APPROVAL

Councilman Johnson made a motion to approve the monthly bills for payment, second by Dailey. **Vote: Yeas; Johnson, Porter, Tisthammer, Dailey. Nays; None.**

**13. TO APPROVE APPOINTMENT OF CONNIE SALLACH TO THE ALBION LIBRARY BOARD TO FULFIL THE UNEXPIRED TERM OF PEGGY JOHNSON**

Councilman Johnson made a motion to approve the appointment of Connie Sallach to the Albion Library Board to fulfil the unexpired term of Peggy Johnson, second by Porter. **Vote: Yeas; Johnson, Dailey, Porter, Tisthammer. Nays; None.**

**14. CONSIDER EMPLOYEE EVALUATIONS FOR APPROVAL**

Councilman Porter made a motion to approve evaluations of Andrew Devine and Amber Wynn, and step raise of Amber Wynn; second by Johnson. **Vote: Yeas; Johnson, Tisthammer, Dailey, Porter. Nays; None.**

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

**Special Meeting – Budget Hearing: September 7, 2021 at 7:30 a.m.**

**Next Regular Meeting – Budget Adoption: September 14, 2021 at 7:30 p.m.**

- Budget Adoption Hearing
- Approve Resolution Setting the 2021/2022 Property Tax Request
- Approve & Adopt 2021/2022 Budget Including Additional 1% Increase of Restricted Funds Authority
- Approve 2021/2022 Capital Improvements Plan
- Consider Resolution/Interlocal Agreement with the County of Boone Allowing Existing Boone County Employee to Contract with the City to Provide Street Superintendent Services
- BCDA Agreements
- Job Description - Police Lieutenant
- 1 & 6 Year Plan
- Interlocal Boone Central School Softball

16. **ADJOURN**

At 8:23 p.m. Council Member Porter made a motion to adjourn the meeting, second by Dailey. **Vote: Yeas; Johnson, Porter, Dailey, Tisthammer. Nays; None.**

I the undersigned Clerk hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Council; that all subjects included in the foregoing proceedings were contained in the Agenda for the meeting, kept continually current and available for inspection at the office of the Clerk; that such subjects were contained in said Agenda for at least 24 hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for the examination and copying of the public; that said minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification of meetings of said body were provided advance notification of the time and place of said meeting and subjects to be discussed at said meeting.

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James Jarecki, Mayor

ATTEST:

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Sharon Ketteler, Deputy Clerk