



## 8/5/2024 - PLANNING COMMISSION MEETING

MONDAY, AUGUST 05, 2024 at 7:00 PM

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

# MINUTES

## CALL TO ORDER

A Regular Meeting of the Albion Planning Commission of the City of Albion, Nebraska was convened in open and public session at 7:00 p.m. on August 5, 2024 at the Albion City Hall, 420 West Market Street, Albion, NE. The meeting was called to order by Chairman Fick at 7:00 p.m. Chairman Fick informed the public about the location of the current copy of the Open Meetings Act posted in the Council Chambers. Notice of this meeting along with the agenda was simultaneously given in advance to all members of the Commission. 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.

## ROLL CALL

Commission members present were: Tom Fick, Steve Gragert, Todd Wynn, Don Thorberg, Brian Nathan, and Bev Dailey. Absent were: Steven Ruzek and Gale Schafer. City staff present was Secretary Andrew Devine.

## APPROVAL OF MINUTES

### 1. APPROVAL OF MINUTES OF THE JULY 1, 2024 PLANNING COMMISSION MEETING

Commissioner Dailey made a motion to approve the minutes of the July 1, 2024 Planning Commission meeting; seconded by Thorberg. Voting Yea: Dailey, Thorberg, Fick, Gragert, Wynn, Nathan. Voting Nay: None. Absent: Schafer, Ruzek. Motion carried.

## OLD BUSINESS

### 2. REPORT ON RECOMMENDATION TO CITY COUNCIL TO RELOCATE THE COMMUNITY BURN SITE

Secretary Devine reported to the commissioners that the recommendation to relocate the burn site was well received by city council members at their July 16, 2024 meeting. The council agreed that city staff should continue with plans for the relocation to take place after the final cutting of alfalfa this fall. No action necessary.

## NEW BUSINESS

### **3. CONSIDER ADMINISTRATIVE PLAT APPLICATION FOR LOT COMBINATION OF KYLE LISS, SARAH LISS, STEVEN JOHNSON, AND JILL JOHNSON FOR APPROVAL**

Kyle Liss was present to explain he purchased 1/2 of Lot 2 to the north of his property; and would like to combine the two Lots so he can move forward with an addition to his house. Commissioners reviewed the application. Commissioner Nathan made a motion to approve the Administrative Plat application for Lot combination of Kyle Liss, Sarah Liss, Steven Johnson, and Jill Johnson; seconded by Wynn. Voting Yea: Dailey, Thorberg Fick, Gragert, Wynn, Nathan. Voting Nay: None. Absent: Schafer, Ruzek. Motion carried.

### **4. REVIEW 2024-2025 ALBION CAPITAL IMPROVEMENT PLAN FOR RECOMMENDATION TO CITY COUNCIL**

Secretary Devine had previously provided commissioners with the Capital Improvement Plan for review. Devine presented an updated copy and noted the Civil Defense Sirens were added to the plan today after receiving an estimate of \$100,000 to replace 3 sirens with upgraded ones that cover more area. There are a total of 5 sirens in Albion. The siren behind Applied Connective isn't working at all so that one will be replaced. If we upgrade the sirens at the Sports Complex and by the south campground addition, it would cover the entire ETJ (Extra Territorial Jurisdiction). Devine is working on a FEMA Hazard Mitigation grant application that would fund 75% of the cost. If the City is not awarded the grant, we will only replace the siren that is not working for a cost of \$33,000.

Another recent addition to the Capital Improvement Plan is the Albion Baseball Batting Cage Project. The baseball committee is raising funds for the project, and would like to add it to the Big Give.

A change to the estimated cost for Sewer Upgrade and Rehab increased by \$16,000 due to projects carrying over from the 2023-2024 Budget Year to the 2024-2025 Budget Year. The total estimated cost for Sewer Upgrade and Rehab projects is \$176,000.

The Eli Porter Memorial Playground Project was pushed back to this fall due to availability of equipment from manufacturer and installers being behind on other committed projects. Devine expects a start date sometime this fall with a completion in the Spring.

Included on the Capital Improvement Plan is a \$500,000 project to improve Clark Street Park; as well as \$500,000 for Phase II of the recreational trail to link Fuller Park to the Sports Complex and Clark Street Park. Economic Development Director, Shelby Wetovick, and Mr. Devine have been working on a \$1,000,000 grant from the Nebraska Department of Economic Development Rural Community Recovery Program. It is a zero percent local match and is dedicated to revitalizing rural community neighborhoods by public improvements or development activities such as adding sidewalks to vacant properties.

Chairman Fick sought comment from the commissioners regarding the Capital Improvement Plan. Wynn questioned when the Water and Sewer extension projects would begin on the recently annexed properties. Secretary Devine stated the extension project on 11th Street has a November 1, 2024 due date. They might also try to do others this fall, but he will know more after they have their project kickoff meeting.

With no further questions, Commissioner Nathan made a motion to recommend city council approval of the 2024-2025 Capital Improvement Plan, seconded by Gragert. Voting Yea: Gragert, Nathan, Dailey, Wynn, Thorberg, Fick. Voting Nay: None. Absent: Ruzek, Schafer. Motion carried.

## **REPORTS**

### **5. REPORT ON WATER AND SEWER PROJECTS**

Secretary Devine reviewed the Water and Sewer Projects that the city council awarded bids for. These are planned for the 2024-2025 Fiscal Year. Devine provided maps showing the area of each project group as contracted. Some of these projects are extensions for the recently annexed properties, and others are improvements to existing Water and Sewer lines. No action necessary.

### **6. REPORT ON NUISANCE PROGRAM**

A nuisance update report written by Nuisance Officer, Warren Myers, was provided for planning commission review. No action necessary.

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

**7. The Next Regular Planning Commission meeting is September 9, 2024 - 7:00 p.m.**

### **8. PUBLIC COMMENT FOR FUTURE CONSIDERATION**

None.

## **ADJOURNMENT**

At 7:45 p.m. Commissioner Thorberg made a motion to adjourn the meeting, seconded by Dailey. Voting Yea: Nathan, Dailey, Gragert, Thorberg, Wynn, Fick. Voting Nay: None. Absent: Ruzek, Schafer. Motion carried.