

**City Administrator's Report
September 7, 2023**

Public Works

The City held a kick-off meeting with JEO to further evaluate plans for extending Water and Sewer infrastructure into annexed areas. High level project review and communication plans were discussed. It was decided at this meeting to eliminate the 1-F Sewer Main Extension from this phase.

Signage prohibiting overnight/24 hour parking near the grass pile has been replaced as verbal requests to move equipment/vehicles have not been successful.

Street

Sta-Bilt Construction notified me that they are running behind and will be scheduling the project in the next 4-6 weeks.

Staff working on grading and aggregate placement at 5th Street at Sale Barn Road, and at South 3rd street south of Fuller street.

Water

Staff has repaired water leaks on old mains this past month.

Fire Hydrants replaced this past month. The fire hydrant at 3rd and Main has been moved from a 4" main to a larger 8" main.

An odd contaminant associated with rubber production industry has been indicated in Well 5 – although it's not at threatening levels we are monitoring as this is very out of place. We're told that there have been no other cases in the State. **No new information.**

Sewer

Corey is working with Roger at JEO for pump specifications for adding irrigation system for sludge removal. Also, still researching traveling gun as a more cost effective option for sludge application. To be funded by ARPA funds.

New Manholes – old lamphole/cleanouts are collapsing and to be replaced with new manholes. Will prioritize in the 2023-24 fiscal year.

Sewer lining – based upon video inspection we need to start prioritizing lining sewers starting in fiscal year 2024-2025.

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Parks/Rec

Eli Porter Memorial Project

After review of initial design, JoAnn Porter and I have asked for some revisions. Will have more to present to the council in the near future. The initial project budget based on the initial design is in the area of \$350,000. The City currently has \$100,000 of capital improvement funds committed to this project. **Proposing to up that allocation to \$175,000 for 2023-2024 fiscal year.**

Working on developing a fund-raising campaign including researching potential grants. Plan to include this project on the 2023 Big Give.

Pool

The pool is closed for the season and we do have off-season work to be completed included repair of piping leak at deep end of the pool.

General Administration / Other:

Property Maintenance Code Update

The Albion Board of Health has issued 4 new demolition orders in January 2023. **All residential structures have been demolished, two accessory building demolitions pending.**

AEDC/City Housing Initiative

Working on including infrastructure reserve for new future subdivision developments in the Capital Improvements Plan as well as budgeting Capital Improvement Sales tax funds for allocation toward the same within the upcoming budget. We already had the paving identified on the Streets Capital Improvements Plan – added Future Development Line items in the Water and Sewer sections of the Capital Improvements Plan.

Maggie will be working on developing a community housing specific survey with NENEDD.

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Planning Commission Vacancy

Mike Pugh resigned due to relocating to Florida for a career opportunity. Makenzie Harris' resignation is expected as she will also be moving. ***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.