



# 11/4/2024 - ALBION PLANNING COMMISSION MEETING

MONDAY, NOVEMBER 04, 2024 at 7:00 PM

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

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## MINUTES

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### 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 November 4, 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: Gale Schafer, Tom Fick, Steve Gragert, Don Thorberg, Brian Nathan, Bev Dailey, and Steven Ruzek. Absent was Todd Wynn. City staff present were Secretary Andrew Devine, Building Inspector/Nuisance Code Official Warren Myers, and Economic Development and Housing Director Shelby Wetovick.

### APPROVAL OF MINUTES

#### 1. APPROVAL OF MINUTES OF THE AUGUST 5, 2024 PLANNING COMMISSION MEETING

Commissioner Thorberg made a motion to approve the minutes of the August 5, 2024 Planning Commission meeting; seconded by Nathan. Voting Yea: Dailey, Nathan, Schafer, Thorberg, Ruzek, Fick, Gragert. Voting Nay: None. Absent: Todd Wynn.

### OLD BUSINESS

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

The Planning Commission had reviewed the site plan and discussed the relocation of the community burn site at the July 1, 2024 Planning Commission meeting; and made a recommendation for the City to

initiate plans. The City Council also reviewed and discussed the plan at the July 16, 2024 City Council meeting; and agreed the City should continue moving forward with relocating the community tree and grass sites. Secretary Devine and Building Inspector Warren Myers gave an update report on relocating the community burn site. City staff have prepared a layout of the new site. Bygland Dirt Contracting will review the site plan with city staff as soon as their current project is finished. The driveway to the new site will need to be widened. There will be two burn sites for trees and limbs on the north side; and the grass pile will be in the middle of the circular drive. High-definition cameras will be placed at the site to identify people who might misuse the grass and tree piles. There will be signage placed to slow traffic near the driveway. No action taken.

## **NEW BUSINESS**

### **3. CONSIDER FINAL PLAT APPLICATION OF ALBION DEVELOPMENT COMPANY, INC FOR THE SOUTH PARK SUBDIVISION**

Commissioners reviewed the Plat application. Secretary Devine explained that the Planning Commission and City Council had approved the preliminary plat for the South Park Subdivision back in 2017. Since then, the south portion of the property has been purchased by the Albion Development Company, Inc. This Final Plat application is just for the portion of the property that ADC owns. Devine stated that the city has entered into a development agreement for the guarantee for development of water and sewer services, electrical, and paving. With these guarantees in place, the city can approve the Final Plat. When the city runs the water lines to this development we plan to create an additional looped entrance point into the distribution system. We will then have three entry points from our Well sites instead of just two. When the sewer lines are extended to the development, we will also be able to service the north campground expansion with sewer hook ups. The deadline for the city to get the water and sewer mains in is June 1, 2025. ADC then has 1 year to put in all the water and sewer service connections. ADC could potentially have the contractors put in the service connections at the same time they are running the mains for the city. Devine noted that the property had to be platted first for the city to have the right-of-way to put the water and sewer mains in.

Following discussion, Commissioner Schafer made a motion to approve and recommend City Council approval of the South Park Subdivision Final Plat as submitted, seconded by Dailey. Voting Yea: Ruzek, Fick, Gragert, Dailey, Nathan, Schafer, Thorberg. Voting Nay: None. Absent: Wynn.

## **REPORTS**

### **4. CITY ADMINISTRATOR REPORT ON CAPITAL PROJECTS**

**\*ELI PORTER MEMORIAL PARK PROJECT**

**\*WATER AND SEWER EXTENSION PROJECT**

**\*SEWER REHABILITATION PROJECTS**

Secretary Devine reported on the Capital Improvement Projects that are currently underway. Dirt work has recently begun on the Eli Porter Memorial Project. Devine and JoAnn Porter will meet with the contractor this week to go over the layout plan for the 7,000 square foot play area. It will have a poured rubber surface. A paved sidewalk will run in between each play area. The contractor suggested putting a

5' perimeter sidewalk around the whole play area since they must have concrete there anyway to hold the poured rubber surface. He agreed to add this 5' sidewalk without changing the installation price. Concrete work is expected to begin soon, along with the installation of the bases of the equipment. The rubberized material is very temperature sensitive right after it is poured, so it might not be installed until spring.

Water and Sewer extension work has begun on the developed annexed property. Sewer extension has been completed on Old Mill Road and the water main extension on Norco Road. This also helped to solve a shared service line issue, and it will help with fire protection in that area. Water and Sewer main extension work will begin soon on the South Park Subdivision.

Over the last several years the city has been camera inspecting our sewer system. Midland Contracting began rehabilitation work by replacing three peek holes with manholes on Park Street. The peek hole on 9<sup>th</sup> & Park was almost completely collapsed and causing significant problems. They replaced the peek hole at 7<sup>th</sup> & Park, which partially collapsed; and also the one at 4<sup>th</sup> & Park Streets. The addition of manholes will also aid in jetting the sewer lines. Devine stated that a few years ago the city began using GIS Solutions for our infrastructure. He can take the data from them and put it on our GIS mapping, which identifies problems by level of severity. This helps the city to prioritize the need for maintenance.

Secretary Devine reported that AEDC and the City were recently notified that the City of Albion was awarded the full amount of \$1,000,000 Rural Community Recovery Program grant to renovate and expand Clark Street Park; and to link the recreational trail from Fuller Park to Clark Street Park and the Albion Sports Complex. The project was put on this year's Capital Improvement Plan with the idea it would be done if we were awarded the grant. The city plans to expand the Clark Street Park's play equipment, put in a miniature bike trail for young children, expand and improve the basketball court, and put in a pavilion with rest rooms. The other part of the grant would be a second phase of the recreational trail that would link the three parks and provide a safe pedestrian layout to the Sports Complex. Devine noted that AEDC Director, Shelby Wetovick, found the grant and this is reinforcement that hiring a full-time Economic Development and Housing Director is paying dividends!

No action taken.

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

The next meeting is scheduled for December 2, 2024 at 7:00 p.m.

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

Warren Myers reported that he and Devine plan to meet with City Attorney, Darren Wright, later this month to revise the nuisance ordinance.

## **ADJOURNMENT**

At 7:31 p.m. Commissioner Ruzek made a motion to adjourn, seconded by Schafer. Voting Yea: Nathan, Schafer, Dailey, Gragert, Thorberg, Ruzek, Fick. Voting Nay: None. Absent: Wynn

**\*\*\*THE COUNCIL RESERVES THE RIGHT TO ENTER INTO EXECUTIVE SESSION ONLY AS PROVIDED IN R.S.N. 84-1410\*\*\***

