

MINUTES
ALBION PLANNING COMMISSION
REGULAR MEETING – PUBLIC HEARING
Monday, November 7, 2022

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 7, 2022 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. Commission Members present were: Steve Gragert, Todd Wynn, Don Thorberg, Brian Nathan, Steven Ruzek, and Tom Fick. Gale Schafer arrived at 7:30 p.m. Absent was: MaKensey Harris. City staff present was Secretary Andrew Devine. 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.

3. APPROVE MINUTES OF THE JUNE 6, 2022 MEETING

Commission Member Thorberg made a motion to approve the minutes of the June 6, 2022 meeting; second by Nathan. **Vote: Yeas; Nathan, Gragert, Ruzek, Thorberg, Wynn, Fick. Nays; None. Absent; Schafer, Harris.**

4. REVIEW 2022-2023 ALBION CAPITAL IMPROVEMENT PLAN FOR RECOMMENDATION TO CITY COUNCIL

Secretary Devine noted the Capital Improvement Plan was delivered to the Planning Commission back in August. Although there hasn't been a quorum to formally recommend approval, the 2022-2023 Budget to support some of these projects has been approved.

Mr. Devine reviewed the Capital Improvement Plan with commissioners. In the Street Department the major expenditure will focus on maintenance rather than street improvement. A large number of Parks funds are set aside for park equipment replacement and improvements, as well as upgrading the lighting system at the Sports Complex. The City has recently been able to camera about ¼ of the sewer lines and will continue with that many more each year. This will help to determine what kind of rehabilitation will be needed for our sewer mains. The Capital Improvement Plan also includes an irrigation system for sludge application on the farm ground. This would not only free up man hours but would also allow for row crop. The City could compost the grass & leaf pile and spread on the row crop, which would save the cost of hauling it away. The City has ARPA funds to be used towards an irrigation system.

Commission Member Wynn made a motion to recommend approval of the 2022-2023 Albion Capital Improvement Plan, second by Ruzek. **Vote: Yeas; Nathan, Wynn, Thorberg, Ruzek, Fick, Gragert. Nays; None. Absent; Schafer, Harris.**

5. REVIEW ANNEXATION PLATS AND UTILITY PLANS FOR ANNEXATION AREAS 1-B, 1-C, 1-D, 1-F, AND 1-G FOR RECOMMENDATION TO CITY COUNCIL

Chairman Fick opened the public hearing at 7:10 p.m. to review Annexation Plats and Utility Plans for annexation areas 1-B, 1-C, 1-D, 1-F, and 1-G. Chairman Fick sought public comment. Andrew Wilshusen of JEO Consulting Group reviewed the Annexation Plats and Utility Plans with the commissioners. Mr. Wilshusen briefed the planning commissioners on the proposition of the Technical Memorandum. He explained that each annexation area was split between Group A and Group B. Group A being the “developed” area, and Group B being “future development”. Mr. Wilshusen also included costs estimated at today’s price. Secretary Devine added that State Statute requires having a utility plan in place within the first year of annexation. The Technical Memorandum meets this requirement. Chairman Fick sought further comment from the public. There were a few questions regarding cost and specific plans for infrastructure expansion. Devine stated this is just the first step in developing the plan. Development to each area will be unique to its own circumstance. Chairman Fick again sought public input. Hearing none, Fick closed the public hearing at 7:20 p.m. Planning Commissioners reviewed and discussed the plans further.

Commission Member Nathan made a motion to recommend approval of the Annexation Plats for areas 1-B, 1-C, 1-D, 1-F, and 1-G as presented; second by Wynn. Chairman Fick asked if there was any further discussion on the motion? Hearing none, Secretary Devine took the roll call vote. **Vote: Yeas; Wynn, Nathan, Fick, Ruzek, Thorberg, Gragert. Nays; None. Absent; Schafer, Harris.**

6. CONSIDER VACATION REQUEST OF DUSTIN FREY TO VACATE A PORTION OF 2ND STREET

Dustin Frey was present to explain the reason for the application is to build a by-product storage room on the west side of the locker. It would be safer for the employees who currently must bring the barrels outside. It would allow for easier access for the company that picks up the by-product twice a week. It would also eliminate destruction of the alley by the car wash and keep it cleaner.

Following necessary discussion, Commission Member Ruzek made a motion to recommend approval of vacation request of Dustin Frey to vacate a portion of 2nd Street, second by Thorberg. Chairman Fick asked if there was any further discussion on the motion? Larry Bird said the motion should state how many feet are being vacated. Devine asked if it would be sufficient for the motion to state, “as applied for in the application”. Bird agreed it would. Secretary Devine added, “as applied for in the application” to the initial motion by Ruzek. Mr. Devine then took the roll call vote. **Vote: Yeas; Gragert, Schafer, Wynn, Fick, Ruzek, Nathan, Thorberg. Nays; None. Absent; Harris.**

7. DISCUSS ITEMS FOR NEXT MEETING

- The next regular meeting is currently scheduled for Monday, December 5, 2022 at 7:00 p.m.

8. ADJOURN

At 7:41 p.m. Commission Member Gragert made a motion to adjourn, second by Nathan. **Vote: Yeas; Nathan, Wynn, Fick, Thorberg, Ruzek, Gragert, Schafer. Nays; None. Absent; Harris.**

Respectfully submitted,

Andrew L. Devine, Secretary