

CITY OF MILFORD  
REGULAR MEETING  
FEBRUARY 5, 2002  
MINUTES

A regular meeting of the Mayor and Council of the City of Milford, Nebraska was held at the Webermeier Community Room in said City on the 5th day of February 2002 at 7:30 P.M. Present were: Mayor Elaine Plessel; Council members Scott Burroughs, Gary Cooper, Rick Fortune; Attorney Robert Blevens; Chief of Police Forrest Siebken; City Clerk Jeanne Hoggins. Absent: Lyle Neal. Also present: Accountant Dennis Kubicek, John Melena, Bob Boshart, Dean Bruha, Joe & Bette Moller with Ed M. Feld Fire Equipment, Craig Vincent with N.P.P.D. and John Olsson with Olsson Associates.

Notice of the meeting was given in advance thereof by publishing in the Milford Times; a designated method for giving notice, as shown by the Affidavit of publication attached to these minutes. Notice of this meeting was given to the Mayor and all members of the Council and a copy of their acknowledgement of receipt of notice and the agenda is attached to the minutes. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

**CALL TO ORDER:** Mayor Plessel called the meeting to order at 7:30 pm.

**MINUTES:** A motion was made by Fortune and seconded by Burroughs to approve the minutes of the January 7, 2002 meeting. Roll call vote: Fortune yes, Burroughs yes, Cooper yes, Neal absent. Motion carried.

A motion was made by Burroughs and seconded by Cooper to approve the minutes of the January 17, 2002 meeting. Roll call vote: Burroughs yes, Cooper yes, Fortune yes, Neal absent. Motion carried.

**PAYMENT OF BILLS:** A motion was made by Cooper and seconded by Fortune that the following bills in the amount of \$71,087.59 approved by the Auditing Committee to be approved for payment. Roll call vote: Cooper yes, Fortune yes, Burroughs yes, Neal absent. Motion carried.

**SALARIES:**

34318	Mark Frey	1069.36
34319	Forrest K. Siebken	1027.74
34320	Mavis Lynn Ferris	24.98
34321	Jeanne M. Hoggins	903.32
34322	Gary Lee TeSelle	627.20
34323	Scott Dean Fosler	963.40

34324	Robert L. Hull	879.87
34325	Beverly J. Wehrs	373.95
34326	Edna A. Riedl	208.52
34327	David R. Dahle	797.30
34328	Louis J. Bialas	732.84
34329	Pamela J. Slama	241.24
34330	Arlene F. Sieck	530.71
34331	Lucy B. Honig	244.48
34332	Zachary D. Eden	129.70
34382	Mark Frey	1069.36
34383	Forrest K. Siebken	1013.76
34384	Mavis Lynn Ferris	24.98
34385	Jeanne M. Hoggins	903.32
34386	Gary Lee TeSelle	726.86
34387	Scott Dean Fosler	845.97
34388	Robert L. Hull	761.63
34389	Beverly J. Wehrs	443.33
34390	Edna A. Riedl	322.36
34391	David R. Dahle	790.76
34392	Louis J. Bialas	737.14
34393	Pamela J. Slama	241.24
34394	Arlene F. Sieck	530.71
34395	Lucy B. Honig	265.79
34396	Zachary D. Eden	129.70
34398	Gary W. Cooper	138.52
34399	Roger L. Kness	150.85
34400	Joyce Elaine Plessel	184.70
34401	Ricky Gene Fortune	138.52
34402	Scott C. Burroughs	138.52
34403	Emerson L. Neal	138.52

**GENERAL FUND:**

34315	General Excavating – Work on Lift Station	31500.00
34316	NE Dept of Revenue – State W/H 4/01/01	5.00
34317	United States Postal Service – Postage for Meter	200.00
34333	Ameritas Life Insurance Corp – Retirement	1077.31
34334	AFLAC – Cancer, Disability, Accident Supplement	152.90
34335	Alltel – Pager, Pay Phone, Internet Service for Dec	234.28
34336	Alltel – Cellular for December	40.34
34337	Alltel – Long Distance for December	1.20
34338	Barco Municipal Products – Hard Hats, Trash Pump	857.86
34339	Butch’s Welding & Repair – Oxygen, Handles	61.11

34340	Chief Supply Corporation – Supplies	244.88
34341	Credit Bureau of Lincoln – Monthly Fee / 10 Months	150.00
34342	Culligan Water Conditioning – Soft Water	17.00
34343	Dorchester Coop – Gas/Diesel for December	496.14
34344	Eakes Office Plus–Tape Gun, Cord Bd, ½ Svc Cntrct	198.62
34345	First Source – Defect Citations	341.00
34346	The Garbage Company – Service for December	87.00
34347	Gene’s Electric – Pool Lights, Fuses	2505.00
34348	Great Plains-One Call – Locate Request Surcharge	9.83
34349	Marvin E Jewell & Co – Audit Srvc Yrend 9/30/01	4350.00
34350	Kirkham Michael – Flood Mitigation	5344.00
34351	League of NE Municip – “Snowball” Registration	100.00
34352	Master Cleaners – Uniform Cleaning	19.25
34353	Menard’s – Reflective Bubble	11.88
34354	Milford A/C & Appliance – Fan Delay Relay	82.40
34355	Milford Chamber of Commerce – Member Renewal	75.00
34356	Milford Plumbing Inc – Repair Faucet	54.40
34357	The Milford Times – Minutes, Ord #720, Mtg Notice	179.00
34358	Milford Vol. Fire Dept – Smoke-Eater Subscriptions	195.00
34359	Municipal Supply – Sampling Stations, Bilge Pump	746.18
34360	NE Dept of Revenue – Sales Tax for December	1428.80
34361	NE Health Laboratory – Coliform Tests	39.00
34362	NE Motor Parts – Screwdriver, U-Bolt, Clip	12.71
34363	NE Public Power Dist – Service for December	3871.46
34364	NE Tech & Telecomm – Service for December	461.68
34365	Omaha World-Herald – Employment Notice	387.42
34366	Peoples Natural Gas – Service for December	773.39
34367	Pizza Kitchen – 35 Meals on Dec 13	122.50
34368	Roxanne Roth – Clean City Offices, Fire Hall, Library	200.00
34369	Mrs. Wayne Roth – 2 Birthday Cakes	28.00
34370	Sam’s Club – Supplies, Paper Towels, Lysol	54.42
34371	Schlegel’s Groc – Cat Food, Groc, Film Proc, Bags	96.59
34372	Seward Electronics – Microphone	26.00
34373	Seward Co Rural Pub Power – Wells 4 & 5	327.44
34374	Seward County Ford – Repair Carborator	264.84
34375	Sunrise Country Manor – 337 Meals for December	1011.00
34376	Beverly Wehrs – Ceramic Tile & Supplies	17.33
34377	Don Williams – Easement/Water Line Annual Pmt	50.00
34378	Chad Craghead – Water & Sewer Deposit Refund	19.14
34379	Jonathan Reese – Water & Sewer Deposit Refund	30.76
34380	Josh Sellin – Water & Sewer Deposit Refund	50.00

34381	Jonathan Smith – Sewer Deposit Refund	3.57
34397	Ameritas Life Insurance Corp – Retirement	1091.29
34404	Alltel – Directory ,Paging-Wide Area, Local, Mobile	46.67
34405	Blevens Law Office – Legal Services for January	350.00
34406	City of Milford (Petty Cash) – Postage, Donuts, Misc	26.88
34407	Crafts ‘N Things – 2 Year Subscription	34.97
34408	Eakes Office Plus – Copies through Copier	128.98
34409	Ed M Feld Equipment Co – Streamlights	440.00
34410	Emergency Medical Products – Supplies	246.73
34411	Heartsong Presents – 4 Books	9.97
34412	Ingram Library Services – 38 Books	333.91
34413	Industrial Chem Labs & Svcs – Root Begone	238.46
34414	J & J Diesel Service – Repair Fuel Leaks	91.00
34415	Kelly Supply Co – Hose, Coupler, Clamps, Comb	82.72
34416	Logan Contractors Supply – Reset Temp Probe	141.90
34417	Milford Econ Development–Website renewal / maint	220.00
34418	Milford Frame Clinic – Engate Repair & Adjust	120.00
34419	Milford Plumbing Inc – Galv Plug, Cleaner, Svc Call	145.52
34420	Milford School Dist #5 – Fines for Jan, Tobacco Lic	70.00
34421	Miller-Monroe Co – Add’l Gen Liability Insurance	21.00
34422	Eric Millikan – 7 Boys Saturday Basketball sessions	105.00
34423	Lorna Millikan – 7 Assist Boys Sat Basketball	70.00
34424	Municipal Supply Inc – Clamps, Coupling, Saddle	1137.97
34425	Mutual of Omaha Companies – Disability	69.23
34426	National Geographic Society – Exploring Amer Wild	13.90
34427	NE Library Assoc – Memberships / Edna and Lucy	45.00
34428	Nebraska Health Laboratories – Coliform Tests	37.00
34429	NE Supreme Court Publications – 2001 Supp	26.65
34430	Oliva Audio-Visual Repair – Dell Monitor	100.00
34431	Olsson Associates – V View Lift Sta, Water Tower	5538.70
34432	Omaha Life Insurance Co – Life Insurance	73.10
34433	Oswald Electric – Repair Lights / Fire Barn	128.65
34434	Perma-Bound – 16 Books	160.51
34435	Edna Riedl – John Adams from Barnes & Noble	24.50
34436	Reiman Publications – 3 Year Subscript to “Country”	35.98
34437	Roxanne Roth–Clean City Offices, Fire Hall, Library	200.00
34438	Wayne Stohlmann – Mileage & Motel to Ogallala	241.70
34439	Union Bank – Gary TeSelle Account	300.00
34440	Uniservice Inc – Pants & Rags	123.04
34441	Vermeer Equipment – Cutter Knives for Chipper	79.38
34442	Wal Mart – Office/Cleaning Supplies, Heater, Paint	74.04

34443 Micky Oldenkamp – Water & Sewer Deposit Refund 31.67  
34444 Marlin Thomas – Water & Sewer Deposit Refund 19.04

**REPORTS OF OFFICERS, BOARDS AND COMMITTEES:**

**COMMUNICATIONS:** Written reports received were Milford Aging Services Commission minutes for January 23, 2002; Seward County E-911 Communications Board minutes for January 23, 2002; Police Dept. Activity Report for January 2002. Chief Siebken reported 743 total calls for service for the month of January.

**COMMUNICATIONS:** Sales tax received for the month of November 2001 was \$9,516.52.

**PUBLIC HEARING – One & Six Year Plan:** Mayor Plessel declared the Public Hearing open at 7:32 pm. Mayor Plessel welcomed comments from the public and asked the Council members if they had any questions or comments. Dean Bruha was given the financial statement for the six year plan. There being no further comments, Mayor Plessel closed the public hearing at 7:34 pm. (Copy of financial statement attached to these minutes)

**NEW BUSINESS:**

**Introduction and Adoption of Resolution to Adopt One & Six Year Plan:**

RESOLUTION NO. 381

The following resolution was introduced by Cooper, who moved its adoption, seconded by Burroughs,

“WHEREAS, the City Street Superintendent has prepared and presented a One Year and Six Year Plan for Street Improvement Program for the City of Milford, Nebraska, and

WHEREAS, a public meeting was held on the 5<sup>th</sup> day of February, 2002, to present this plan and there were no objections to said plan;

THEREFORE, BE IT RESOLVED BY THE Mayor and City Council of Milford, Nebraska, that the plans and data as furnished are hereby in all things accepted and adopted.”

Upon roll call vote as follows: Cooper yes, Burroughs yes, Fortune yes. Absent and not voting: Neal. Motion carried.

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Mayor

Attest: \_\_\_\_\_

City Clerk

**Audit Report 2000 – 2001, Dennis Kubicek:** Mr. Kubicek informed the Council that Marvin E. Jewell & Co. had given the City of Milford 2 opinions on the audit. Cash basis and accrual basis, both presented fairly, in all material respects. The City of Milford is in a strong cash position. The

Mayor and Council do a great job of reviewing budget figures. Attorney Blevens arrived at 7:40 pm. A motion was made by Fortune and seconded by Burroughs to approve the Independent Auditor's Report for fiscal year 2000-2001 presented by Dennis Kubicek. Roll call vote: Fortune yes, Burroughs yes, Cooper yes, Neal absent. Motion carried.

**N.P.P.D. Agreement Discussion:** Retail Account Executive Craig Vincent provided the Mayor and Council with a brief history of N.P.P.D.'s relationship with the City of Milford. In 1981 Milford purchased the fringe area, which is an area surrounding the corporate limits. N.P.P.D. is responsible for operation & maintenance of the system. N.P.P.D. would like feedback from the Council and community to put together a new lease agreement, meeting the needs of the community. The current contract, which expires 2015, allows the City of Milford to receive 12% towards the quarterly lease payments. After January 1, 2005 the percentage drops to 10%. The goal is to create a contract suitable for the needs of the City of Milford and have it in place by 1/1/2005 to continue the revenue source of at least 12%. It was decided to have 2 Council members and Attorney Blevens meet with Craig Vincent to start detailed discussion. Gary Cooper volunteered and Lyle Neal will be asked to serve on this board. A meeting will be scheduled to start proceedings.

**Award Bid-Bunker Gear & SCBA:** Fire Chief John Melena along with 5 other committee members reviewed the bids and took comments from each rep. on all bid proposals. Melena noted that Ed M. Feld Fire Equipment met all the criteria on the specs and would allow a \$4400.00 refund for the old gear. The recommendation from the Fire Dept. committee to the Council was to award the bid to Ed M Feld Fire Equipment in the amount of \$86,271.48. A motion was made by Fortune and seconded by Cooper to award the bid to Ed M Feld Fire Equipment in the amount of \$86,271.48 for 42 sets of Bunker Gear and the SCBA. Roll call vote: Fortune yes, Cooper yes, Burroughs yes, Neal absent. Motion carried.

Bob Boshart noted that boots and masks would be added to the gear with the additional grant money available.

**Hire Police Officers:** Interviews were held on January 26, 2002 with Chief Siebken, Mayor Plessel and Council member Cooper present. Five individuals were interviewed and the top 3 were selected, those being Phil Winkelman, Bryce Johnson and Melissa Sisk. All three are excellent candidates and have experience in law enforcement. Mr. Winkelman is employed with the UNL Police Dept. as a community service officer. Mr. Johnson is a corrections officer for Gage Co. Sheriff's Office and Ms Sisk is an intern for the U.S. Secret Service Dept. All three candidates are not certified. Chief Siebken has reserved 2 slots at the Training Academy.

Orientation begins March 31, 2002 and graduation will be held June 20, 2002. Beginning wage of \$11.50 per hour was presented and after graduation, an increase to \$12.00 per hour. A one (1) year probationary period would begin after graduation from the Academy. Employment is contingent upon graduation of the Training Academy. A motion was made by Burroughs and seconded by Cooper to allow Chief Siebken to hire his top two candidates with the authority to hire the third candidate if either of his top two decline the offer. Roll call vote: Burroughs yes, Cooper yes, Fortune yes, Neal absent. Motion carried.

Chief Siebken also asked the Council's permission to hire Tom Sweeney as a part-time Police Officer. Sweeney is currently employed with Seward P.D. Chief Siebken requested an hourly rate of \$10.00. Mayor and Council questioned the police budget handling this addition. Siebken noted the budget could handle it. A motion was made by Cooper and seconded by Burroughs to approve hiring Tom Sweeney as a part-time Police Officer for the City of Milford. Roll call vote: Cooper yes, Burroughs yes, Fortune yes, Neal absent. Motion carried.

**Approve Payments – Olsson Associates:**

**Lift Station Improvements:** A motion was made by Fortune and seconded by Cooper to approve payment of invoice #50770 in the amount of \$3,025.00 for construction services to Olsson Associates. Roll call vote: Fortune yes, Cooper yes, Burroughs yes, Neal absent. Motion carried.

**New Water Storage Tank:** A motion was made by Fortune and seconded by Burroughs to approve payment of invoice #51065 in the amount of \$2,513.70 for project administration and design. Roll call vote: Fortune yes, Burroughs yes, Cooper yes, Neal absent. Motion carried.

**Discuss Payment-Peoples Natural Gas Fixed Rate Proposal:** Discussion was held as to a contractual agreement to pay the amount of \$245.78 to Harding, Schultz & Downs Law Firm. Blevens noted in order to utilize this group in the future payment should be made. Council noted that the information provided by this group was very helpful. A motion was made by Burroughs and seconded by Cooper to approve the payment of \$245.78 to cover fees for professional services during the fixed rate proposal analysis. Roll call vote: Burroughs yes, Cooper yes, Fortune yes, Neal absent. Motion carried.

**Appointments-Webermeier Scholarship Committee:** A motion was made by Fortune and seconded by Burroughs to approve the Mayor's appointment of Samantha Anderson and Doris Kunzie to the Webermeier Scholarship Committee for a 1 year term. Roll call vote: Fortune yes, Burroughs yes, Cooper yes, Neal absent. Motion carried.

**Update on Water Tower:** Olsson Associates have been out to survey the property and the City is waiting on a legal description. Appraisers can then be lined up. Blevens was asked if the Game & Parks Commission had got back with him. He stated that he had not heard from Marilyn Tabor but would contact her.

**Sale of Government Property:** Chief Siebken informed the Council of a surplus amount of property that is being held at the City Office. Could the City make use of the Denton Auction and get rid of some of the surplus? Blevens was asked to review the statute relating to City surplus. A motion was made by Fortune and seconded by Burroughs to authorize the sale of public property at the Denton Auction if statute allows. Roll call vote: Fortune yes, Burroughs yes, Cooper yes, Neal absent. Motion carried.

**Introduction and Adoption of Resolution – Grant Fund, Milford Police Dept.:** Council member Cooper introduced the adoption of the following resolution:

RESOLUTION NO. 382

WHEREAS, THE CITY OF MILFORD IS THE RECIPIANT OF BLOCK GRANT FUNDS FROM THE NEBRASKA COMMISSION ON LAW ENFORCEMENT; AND

WHEREAS, THE ADMINISTRATION OF THE BLOCK GRANT REQUIRES THE ESTABLISHMENT OF A CHECKING ACCOUNT:

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF MILFORD, NEBRASKA

1. The City Clerk is directed to open a checking account in the name of the MILFORD POLICE – GRANT FUND at Farmers and Merchants Bank in Milford, Nebraska.
2. The account shall require the signature of any two of the following council members/municipal employees:

Chief of Police

Mayor

Appointed Council member to the Police Department

The signatories to said account may be changed by resolution of the City Council.

Upon roll call vote: Cooper yes, Fortune yes, Burroughs yes.

Absent and not voting: Neal. Motion carried.

Dated this 5th day of February, 2002



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Mayor

Attest: \_\_\_\_\_

City Clerk

**Authorize Signature-Water System Modeling, Olsson Assoc.:** It was noted by Fortune, with the placement of the new water tower, this study be considered to analyze the pressure of water throughout the community to determine system changes, height of tower along with other concerns for the distribution system. John Olsson allowed the Council to view a proposal for the community of Beatrice showing different pressures in areas of town and how they corrected those problems. The City of Milford would be provided with a similar proposal. A motion was made by Fortune and seconded by Cooper to authorize the Mayor to sign the contract for the Water System Modeling Project. Roll call vote: Fortune yes, Cooper yes, Burroughs yes. Neal absent. Motion carried.

**ADJOURNMENT:** A motion was made by Fortune and seconded by Burroughs to adjourn the meeting. Roll call vote: Fortune yes, Burroughs yes, Cooper yes, Neal absent. Motion carried and meeting adjourned at 8:40 pm.

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City Clerk

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Mayor

### CERTIFICATION

I, the undersigned, City Clerk of the City of Milford, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Council on February 5, 2002 that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and readily available for public inspection at the office of the City Clerk; that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the said minutes from which the foregoing proceedings have been extracted 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 concerning meetings of said body were

provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting.

(SEAL)

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Jeanne Hoggins, City Clerk