

CITY OF MILFORD
REGULAR MEETING
JANUARY 7, 2003
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 7TH day of January 2003 at 7:30 pm. Present were: Mayor J. Elaine Plessel; Council members: Robert Anderson, Dean Bruha, Rick Fortune, Lyle Neal; Attorney Robert Blevens; Chief of Police Forrest Siebken; City Clerk Jeanne Hoggins. Also present: Dr. Doug Eicher and Maintenance Supt. Mark Frey.

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 p.m.

MINUTES: A motion was made by Fortune and seconded by Bruha to approve the minutes of the December 3, 2002 meeting. Roll call vote: Fortune yes, Bruha yes, Anderson yes, Neal yes. Motion carried.

PAYMENT OF BILLS: A motion was made by Neal and seconded by Bruha that the following bills in the amount of \$96,835.55 approved by the Auditing Committee be approved for payment. Roll call vote: Neal yes, Bruha yes, Anderson yes, Fortune yes. Motion carried.

SALARIES:

36052	Mark Frey	1096.48
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GENERAL FUND:

36051	U.S. Postmaster – Utility Billing Postage	136.63
36069	Ameritas – Retirement	1256.67
36070	Aflac – Disability Insurance	129.80
36071	American Water Works Assoc. – Membership	57.00
36072	Alltel – Internet, Paging, Mobile – November	308.87
36073	Arkfled Floor Pro – Carpet Cleaning	207.00
36074	All Pro Landscaping – Field Renovation/Material	29126.35
36075	Bob’s Automotive – Battery, Cable, Tanker	577.60

36076	Butch's Welding & Repair – Weld Chain, Flats,Nuts	54.59
36077	Culligan Water Conditioning – Soft Water	17.00
36078	Farmers Coop – Gas/Diesel for November	796.97
36079	Eakes – Checks, Printer ribbon,Paper	412.91
36080	Farm Plan – Parts for Mowers	825.83
36081	Ford Credit – 3 rd Year Lease Payment	7322.11
36082	Gall's Inc. – Vest Cover	84.96
36083	The Garbage Company – Service for November	87.00
36084	Gene's Electric – Starter, Light, Wire	1064.70
36085	Gerhold Conrete – Cu. Yd Concrete	96.75
36086	Great Plains-One Call Service – Locate Requests	13.66
36087	Kelly Supply Company – Valv, Galv Bushing, Nipple	81.18
36088	Layne Christensen Co. – Remove/Install Pump	6356.63
36089	Matthew Bender & Co. – NE Criminal/Law Book	84.20
36090	Memorial Health Care – Robert Smejkal Flu Shot	15.00
36091	Matt Friend – Long Plow Marker	33.00
36092	Master Cleaners – Uniform Cleaning	6.50
36093	Milford Plumbing – Coupling, Nipple, Cement	8.86
36094	Milford Times – Ntc, Min,Letterhead,Subscription	239.43
36095	Midwest Unlimited – Auto Auger Power Head	468.43
36096	Moore Business Forms – Uniform Citation	89.35
36097	Municipal Supply, Inc. – Coupling, Curbstop, Corp	1191.37
36098	Mutual of Omaha – Disability Ins.	69.23
36099	Nebraskaland of Building Officials – Renewal	15.00
36100	NE Dept of Revenue – Sales Tax for November	1557.82
36101	Nebraska Motor Parts Co. – Ratchet, Lens	37.87
36102	Nebraska Public Power District – Service for Nov.	4040.52
36103	Nebraska Tech & Telecom – Service for November	420.53
36104	NE Supreme Court Publications – 2002 Cum. Supp.	51.00
36105	Overhead Door Co. – LM61 Traus	50.00
36106	Aquila – Service for November	214.21
36107	Elaine Plessel – Reimburse Phone Cards	18.88
36108	Rediger Chevrolet – Oil Filter	3.85
36109	Roxanne Roth – Cleaned Offices,Library,Fire Hall	250.00
36110	Mrs. Wayne Roth – Birthday Cake	28.00
36111	Sam's Club – 8MM Tape,Lysol,Paper Towels	59.08
36112	Schlegel's Groceries – Groceries	14.46
36113	Servi-Tech – Lab Test Sewer	35.16
36114	Seward Co Public Power – Wells 1 and 2	385.36
36115	Seward County Clerk – Conducted Election	55.40

36116	Wayne Stohlman – Annual Emer Symposium	30.00
36117	Technical Maintenance – Bypass Control Board	414.07
36118	Sunrise Country Manor – 223 Meals for November	724.75
36119	U.S. Bank – Admin Fees/Sewer Bond	258.75
36120	Uniservice – Pants and Rags	117.34
36121	Jerad Peterson – Water/Sewer Refund	25.56
36122	Fastenal – Instazorbag	18.50
36123	Stutzman Digging – Expose Water Main	100.00
36124	Naber’s – Replace Gutters & Downspout	425.00
36125	United Healthcare – Group Health	6141.88
36143	Ameritas – Retirement	1256.67
36150	U.S. Postmaster – Utility Bill Postage	214.90
36151	Alltel – Directory Advertising, Paging	26.69
36152	Jan Bell – Sew on 2 Patches	8.00
36153	Blevens Law – Legal Services for December	350.00
36154	Bound to Stay Bound – 2 Books	32.14
36155	Terry Buchli – Acrylic Sheet	17.65
36156	Chief Supply Corp. – Latex Gloves	26.97
36157	Emergency Medical Products – Adascope, razor	421.03
36158	Farmers & Merchants – Bond Renewals	350.00
36159	Gerhold Concrete – 1.25 cy & Winter Serv chrg	83.76
36160	Heartsong Presents – 4 Books	10.99
36161	Ingram Library Services – 20 Books	164.45
36162	JEO Consulting – Preliminary Design Phase	4,170.00
36163	Lynn Peavey Co. – Alternate Light Source	208.20
36164	Maguire Iron – Payment for watertower	19,800.00
36165	Milford Chamber – Renewal Member Dues	75.00
36166	Milford School Dist. – Tobacco Lic,Parking Fines	120.00
36167	Miller-Monroe – Work Comp Audit,CGL	747.00
36168	MOCIC – Annual Member Dues	100.00
36169	Void	
36170	National Geographic – Slipcase	19.51
36171	Void	
36172	Office Depot – Council Member Signs	16.98
36173	Omaha Life Insurance – Group Life Ins.	66.65
36174	OMB Police – Light Bulb, Mounting Kit	66.90
36175	Overhead Door – 2 Transmitters	50.00
36176	Aquila – Service for November	130.28
36177	Pizza Kitchen – Soup Luncheon	140.00
36178	Quill – Ink Jet Cartg, Ribbon,Wordsmith Typewriter	389.25

36179	Edna Riedl – Travel Miles, “Answered Prayers”	34.38
36180	Roxanne Roth – Cleaned Fire Hall, Library, City Ofc	320.00
36181	Sack Lumber – Lumber, Concrete Mix	61.38
36182	Servi-Tech – WW Analysis Package	44.00
36183	Seward County Ford – Repair to Cruiser	131.03
36184	Southeast Library Systems	20.00
36185	Subway Motors – PCV valve, Replace Switch	92.74
36186	Union Bank – Gary TeSelle Account	300.00
36187	Utility Equipment – Valve & Sleeve	1,368.07
36188	Walmart – Tapes,Calendar,Velcro	125.44
36189	Don Williams – Easement to Water Line	50.00
36190	National Geographic – Nat’l Geo Jr. Membership	17.95
36191	Brady Swedberg – WA/SW Refund	40.52
36192	Michelle Goeman – WA/SW Refund	39.19
36193	Nick Hershberger – WA/SW Refund	26.88
36194	Ryan Schley – WA/SW Refund	50.00
36195	Cody Hargis – WA/SW Refund	50.00
36196	Robin Smallfoot – WA/SW Refund	50.00
36197	James Hopkins – WA/SW Refund	16.88
36198	Karen Zona – WA/SW Refund	25.39
36199	Jason & Amy Williams – WA/SW Refund	37.96
36200	Jason Parks – WA/SW Refund	21.36
36201	Municipal Supply – Curb Stop, Saddle, Coupling	602.12
36202	Nebraska Health Lab – Coliform Test & Special	48.00

REPORTS OF OFFICERS, BOARDS AND COMMITTEES: Written reports received were Library Board minutes for December 12, 2002; Planning & Zoning minutes for December 12, 2002; Police Dept. Activity Report for December 2002. Fortune – The requested report by the Game & Parks Commission has been completed and submitted. Should hear from them by the next regular meeting. Neal – Library has 3 new computers provided by the Gates and LSTA Grants. These will be set up as a wireless network. Funds for the LSTA Grant need to be spent by June 30, 2003. Bruha has checked the storm sewer project located at the alley near John Treu. Shane Huxall with Olsson Assoc. was asked to check on the project before the concrete was poured. Anderson informed the Council of the resignation of Zach Eden as of January 15, 2003. He has agreed to continue working to train the new employee and help out when needed. Chief Siebken – Total calls for service for the month of December, 1317 with totals for the year at 9234. Applications have been made for grants thru the NE Office of Hwy Safety and NE Crime Commission. Preliminary breath

test devices will be purchased along with updates for the radar system. Officer Hull will be attending a Street Survival Seminar and Johnson & Winkelmann will be attending the Intoxilizer 5,000 Training.

COMMUNICATIONS: Sales tax received for the month of October 2002 was \$11,649.09.

NEW BUSINESS:

Request to Vacate Alley – Milford School District: Dr. Eicher was present to ask the Council to possibly vacate the alley between 2nd & 3rd St. west of “F”. With the new addition and the events being scheduled for the gym, additional parking will be needed. Frey commented on the water main running east & west thru the alley along with a sewer line. Frey noted concern with vehicles blocking the gate into the reservoir. Fortune would like Frey to work with the individuals designing the parking lot to keep the utility issues under consideration. Bruha suggested using the alley as their entrance and exit. Tim Laux with the Milford Times arrived. Plans will be submitted to the Council at a later date.

Introduction and Adoption of Ordinance – Vacate Alley: No action taken. **Introduction and Adoption of Ordinance – Aquila Franchise:** **Introduction and Adoption of Ordinance – Aquila, Flat Rate:** Tabled to February meeting.

Approve Committee List: Correction of Committee List as follows: addition of Dean Bruha to the Economic Development Committee as Director and remove Dave Whitney as Chairman. A motion was made by Bruha and seconded by Fortune to approve the Committee List for 2003. Roll call vote: Bruha yes, Fortune yes, Anderson yes, Neal yes. Motion carried.

Set Public Hearing Date – One & Six Year Plan: Mayor Plessel set the Public Hearing Date for February 4, 2003.

Hire Library Clerk: A motion was made by Anderson and seconded by Neal to approve hiring Regan Beranek as the Library Clerk at \$5.60 per hour. Roll call vote: Anderson yes, Neal yes, Bruha yes, Fortune yes. Motion carried.

Review Planning & Zoning Procedures for Building Permits: A list of guidelines for issuing building permits was presented to the City Council from the Planning & Zoning Committee. Fortune informed the Council that the Planning & Zoning would like to have these guidelines sent to all residents of Milford. Mayor Plessel noted that all contractors who have built in town should also receive a copy. Discussion was held as to lot corner markers being destroyed and who and how they should be replaced. Bruha suggested with any new or existing lot being purchased, the owner should

provide the buyer with a legal property survey. Fortune mentioned that most Milford residents know they must apply for a building permit and these guidelines could be handed out at the time the building permit application is received. Council discussed each building situation having its own merits and the Building Inspector or City Hall should be contacted regarding these specifics. If these guidelines are sent to every residence, it needs to be noted on the form that these are just guidelines, not regulations, and individuals should still contact the Building Inspector or City Hall for accurate information regarding each unique building situation. The Council also discussed posting a colored copy of the building permit on site of any construction area. Council decided that some fine-tuning needed to be done regarding these procedures and Hoggins was asked to inform the Planning & Zoning Chairman of the discussion that was held.

Approve Payment – JEO, Water Improvement OCCT Installation: A motion was made by Fortune and seconded by Neal to approve payment to JEO for professional services through 12/14/02 for the OCCT Installation in the amount of \$4,170.00. Roll call vote: Fortune yes, Neal yes, Anderson yes, Bruha yes. Motion carried.

Approve Payment – Maguire Iron, Water System Improvements: A motion was made by Fortune and seconded by Bruha to approve payment of Certificate #2 to Maguire Iron in the amount of \$19,800.00 for pilings for foundation and site work. Roll call vote: Fortune yes, Bruha yes, Anderson yes, Neal yes. Motion carried.

ADJOURNMENT: A motion was made by Fortune and seconded by Neal to adjourn the meeting. Roll call vote: Fortune yes, Neal yes, Anderson yes, Bruha yes. Motion carried and meeting adjourned at 8:17 pm.

Jeanne Hoggins, City Clerk

J. Elaine Plessel, 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 of January 7, 2003 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)

Jeanne Hoggins, City Clerk