

CITY OF MILFORD
REGULAR MEETING
MAY 5, 2009
MINUTES

A regular meeting of the Mayor and Council of the City of Milford, Nebraska was held at the Webermeier Library Building in said City on the 5th day of May 2009 at 7:30 pm. Present were: Mayor Dean Bruha; Council members: Jeff Baker, Jeff Heckman, Dan Kral; Attorney Robert Blevens; Chief of Police Forrest Siebken; Maintenance Supt. Mark Frey, City Clerk Jeanne Hoggins. Absent: Council member Rick Fortune. Also present: Barb Liska, Howard & Marvene Wurst, Brian Bashore, Becky Haufle, Janelle Kremer, Jim Eberly and Nancy McGill with the press.

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 the 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 these 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 Bruha called the meeting to order at 7:34 p.m. Mayor Bruha publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act is available for review and is posted on the east wall of the Webermeier Community Meeting Room.

PRESENTATION OF POPPIES: American Legion Auxiliary 171- Marvene Wurst presented poppies to the Council members on behalf of the American Legion Auxiliary #171. They will be selling poppies on May 15 and 16 at the Pizza Kitchen and Milford Supermarket. The money raised helps the families and disabled veterans in need.

MINUTES: A motion was made by Baker and seconded by Heckman to approve the minutes of the April 7, 2009 meeting with a correction to the motion being made by Baker instead of Bruha while amending section 6-112 Impounding Animals. Roll call vote: Baker yes, Heckman yes, Fortune absent, Kral yes. Motion carried.

A motion was made by Kral and seconded by Heckman to approve the minutes of the April 24, 2009 meeting. Roll call vote: Kral yes, Heckman yes, Baker yes, Fortune absent. Motion carried.

PAYMENT OF BILLS: A motion was made by Kral and seconded by Heckman that the following bills in the amount of \$73,586.87 and payroll in

the amount of \$27,271.33 totaling \$100,858.20 approved by the Auditing Committee be approved for payment. Roll call vote: Kral yes, Heckman yes, Baker yes, Fortune absent. Motion carried.

SALARIES:

47657	Mark Frey	1439.78
47658	Forrest K Siebken	1350.82
47659	Mavis Lynn Ferris	60.49
47660	Jeanne M Hoggins	1335.14
47661	Gary Lee TeSelle	908.61
47662	Scott Dean Fosler	1026.08
47663	Robert L Hull	889.25
47664	Beverly J Wehrs	558.82
47665	David R Dahle	1021.93
47666	Bryce C Johnson	996.47
47667	Philip Winkelmann	950.01
47668	George A Matzen	584.25
47669	Tracy L Yeackley	700.56
47670	Julia M Wang	245.85
47671	Courtney L Bashore	72.59
47672	Anna E Tremmel	102.84
47673	Tiffany Fougeron	286.97
47674	Benjamin L Rediger	739.35
47720	Mark Frey	1439.78
47721	Forrest K Siebken	1350.82
47722	Mavis Lynn Ferris	65.02
47723	Jeanne M Hoggins	1335.14
47724	Gary Lee TeSelle	826.28
47725	Scott Dean Fosler	1026.08
47726	Robert L Hull	889.25
47727	Beverly J Wehrs	575.06
47728	David R Dahle	1118.15
47729	Bryce C Johnson	996.47
47730	Philip Winkelmann	941.68
47731	George A Matzen	584.25
47732	Tracy L Yeackley	700.56
47733	Julia M Wang	217.34
47734	Courtney L Bashore	102.84
47735	Anna E Tremmel	102.84
47736	Tiffany Fougeron	288.65
47737	Benjamin L Rediger	702.53
47739	Ricky Gene Fortune	138.52

47740	Dean Alan Bruha	184.70
47741	Jeffrey M Baker	138.52
47742	Jeff Lee Heckman	138.52
47743	Dan V Kral	138.52

GENERAL FUND:

47600	Cody Bennett – WA/SW Deposit Refund	47.30
47601	Derick Carmen – WA/SW Deposit Refund	53.01
47602	Roger Kruger – WA/SW Deposit Refund	56.00
47603	Stephanie Mundhenke – WA/SW Deposit Refund	41.99
47604	Wilton Schweitzer – WA/SW Deposit Refund	50.00
47605	Shae Winters – WA/SW Deposit Refund	36.12
47656	Postmaster – Utility Billing Postage	265.16
47675	Ameritas – Pension	1646.15
47676	Ameritas – Dental & Vision	1028.92
47677	Alltel – Cellular Phone	98.03
47678	Aramark – Pants & Rags	419.04
47679	Sports Supply Group – Baseball, Softballs, books	405.52
47680	Central States Lab – Asphalt, shipping	961.40
47681	Constellation NewEnergy – Service for March	882.01
47682	Culligan – Soft Water	20.00
47683	Coventry Health Care – Health Insurance	9280.01
47684	Farmers Cooperative – Gas/Diesel for March	604.59
47685	Data Technologies – Handheld Module for WA meters	1000.00
47686	DHHS Engineering – Fee for Pool Drains	100.00
47687	Diode Communications – Service for March	54.16
47688	Deep Rock – Drinking Water	53.07
47689	EMP – Trauma packs, Sheets, Cold packs	531.36
47690	Farm Plan – Repair on 93 Tractor	1131.59
47691	The Garbage Co – Garbage Pickup	139.35
47692	Great Plains One-Call – Locate Requests	18.18
47693	Havco Pools Inc – Relief Valve, Flow Switch	2620.98
47694	Ikon Office Solutions – Lease Rental 1/22-4/2/09	529.20
47695	Kremer Electric – Breaker, Fan, Labor	330.45
47696	Liquivision Technology – Inspect Tower	2970.00
47697	Meyer Laboratory – Paint, Thinner, Cleaner	3448.71
47698	Memorial Health Care – Flu & Hep B Shot (Freeman)	85.00
47699	Municipal Supply – Radio Read Meters, Curb Box	6148.04
47700	Mutual of Omaha – Disability	79.33
47701	NE Dept of Revenue – Sales Tax for March	1892.08
47702	Nebraska Public Health – Coliform, Nitrate/Nitrite	958.00
47703	NAPA – Nuts, Bulb, Fuel Line, Air Filter	371.24

47704	NPPD – Service for March	4143.96
47705	NE Tech & Telecomm – Service for March	421.93
47706	Black Hills Utility – Service for March	313.12
47707	Pizza Kitchen – Catered Meals	165.00
47708	Precision Industries – Carriage bolts, Grinding Wheel	24.33
47709	Roxanne Roth – Cleaning Services	250.00
47710	Sam’s Club – Notepads, Paper towels, Clorox	117.89
47711	Sack Lumber – Materials for Restroom, Lumber	2582.25
47712	Seward Co Independent – Notices, Advertising	536.81
47713	SPPD – Wells 1 & 2	395.55
47714	Meyer Ford – Oil Change (2 Cruiser)	49.80
47715	Seward Co Aging Services – Volunteer Items	19.95
47716	Sports Express – Pants, Hats, Socks	1232.48
47717	SCC Business Office – First Responder Book	192.00
47718	Tee’s Plus – Dare Supplies	120.00
47719	Windstream – Local/Internet, Library Phone	257.23
47738	Ameritas – Pension	1646.15
47744	Brandon Hoag – WA/SW Deposit Refund	21.38
47745	Charles Ross – WA/SW Deposit Refund	50.00
47746	Jon Stauffer – WA/SW Deposit Refund	50.00
47747	Nate Vancura – WA/SW Deposit Refund	50.50
47749	AFLAC – Dis, Cancer, Acc, Suppl	399.96
47750	American Chemicals – Punch Degreasers	660.25
47751	Baker & Taylor – Books	442.40
47752	Blevens Law Office – Legal Service for April	350.00
47753	Cornhusker Winnelson – Coupling, PVC Pipe	87.17
47754	D & M Building Systems – St Repair @ 4 th & E St	4896.00
47755	Fort Dearborn Life Ins – Life Insurance	137.50
47756	Gerhold Concrete – Concrete	131.50
47757	GreatAmerica Leasing Corp – Meter Rental	80.00
47758	JR Welding – Install Manhole Ring	82.68
47759	LESCO – Belt Pump Drive	27.44
47760	Milford A/C & Appliance – Repair Furnace	966.90
47761	Milford Plumbing – Close Sewer Line, Flush Repair	1952.17
47762	Milford School Dist – Parking Fines & Liquor Lic	480.00
47763	Municipal Supply – Curb Stop	224.76
47764	People – Subscription	316.41
47765	Precision Ind. – Drain Spade	34.99
47766	Roxanne Roth – Cleaning Services	350.00
47767	Roth & Troyer Const – Floor w/rebar & sidewalk	3780.00
47768	Sack Lumber Co – Soffit Panel, Trim, Siding	787.75

47769	Seward Electronics – Repair for Water Controls	27.69
47770	Forrest Siebken – Phone Handset Recorder	21.18
47771	Shell Fleet Plus – Fuel for April	464.37
47772	Sioux Sales Company – Clips	210.95
47773	Wayne Stohlmann – Conference Fee & Motel	278.54
47774	Subway Motors Co – Brake work & Carburetor	885.84
47775	Sunrise Country Manor – Meals for March	1044.00
47776	Today’s Christian Woman – Subscription	37.50
47777	Union Bank – Gary TeSelle Acct, Medicare Part D	442.20
47778	Walmart – DVDs, Fixture	40.10
47779	Wergin’s Lawn Service – Fertilize Sr Center & B St	53.00
47780	Weathercraft – Roof Repair @ Fire Hall	2882.00
47781	Local Insight Yellow Pages – Directory Advertising	15.20

REPORTS OF OFFICERS, BOARDS AND COMMITTEES: Written reports received were Housing Authority minutes for April 16, 2009; Library Board minutes for March 19, 2009; Recreation Board minutes for April 16, 2009; Milford Aging Services minutes for April 21, 2009; Fire Department minutes for February 10, 2009 and March 10, 2009; Police Dept. Activity Report for April 2009; MVFD Rescue NARSIS report for April 2009. Heckman – Library Board is working on updating their policy manual. They should be ready to present it next month. Baker – Recreation Board has met a couple of times regarding registration fees and tournament fees. Registration fees are on the agenda for approval, tournament fees will be discussed at a later date. Baker informed the Council of the reason why the new flag pole at the cemetery has not yet been purchased. There are 2 disinterments that need to take place this spring. The original estimated cost was \$2,000.00 which would have used up a majority of the flag pole funds. We have come to find out that the cost will only be \$900.00 and now we will be moving forward with the purchase of the new flag pole. Baker will visit with Fortune regarding ordering the pole and hopefully have it installed by Memorial Day. Baker also asked about forming a committee to review the Employee Handbook. Chief Siebken reviewed the monthly activity report for April. Officer Bryce Johnson has officially resigned and started duties with the Seward Police Dept. yesterday. Chief Siebken has received 21 requests for applications and 8 or 9 have been returned. Interviews will take place on May 30th and hopefully Chief Siebken will have a name to present for hire at the June meeting. Frey’s crew is working towards getting ready for Memorial Weekend.

COMMUNICATIONS: *Sales tax received for the month of February 2009 was \$9,914.36. *Milford Public Schools National Honor Society donation for the swimming pool improvement fund in the amount of

\$150.00. *Galaxy Cable notification of rate increase. *Black Hills Corp. annual Franchise Tax received in the amount of \$15,819.13.

NEW BUSINESS:

Hire Part-time Summer Maintenance Employees & Set Wage: Frey received 3 applications for the summer maintenance position. He will take all 3 if the Council will approve, otherwise he has chosen his top 2. The Council asked if Frey could keep all 3 busy. He stated that he has several projects that could be completed. All applicants are 18 years of age and will be available the middle of May. Heckman questioned if schedules could be adjusted so the Recreation Director could have help during weekend tournaments. Frey thought this could be worked out. A motion was made by Baker and seconded by Kral to hire Stephen Christensen, Jordan Dahle and Shaunna Stauffer as part-time summer maintenance employees at an hourly rate of \$6.55 until July 24, 2009 when the minimum pay rate increases to \$7.25. Roll call vote: Baker yes, Kral yes, Fortune absent, Heckman yes. Motion carried.

Deconstruction Project Update: Council member Kral and Chief Siebken toured the facilities after the last council meeting. It was discovered that the restroom would not qualify as a facility for deconstruction. The grant which is being funded by NDEQ is looking for commercial, main street buildings such as our City Hall. At this moment the project would be on hold.

Insurance Consultation regarding "Fun Days" Activities: INSPRO Insurance agent Becky Haufle reviewed the City's Policy and explained what specific events are excluded from coverage. Parades and the Fire Dept. water fights are the two major events excluded. The kid's tractor pull and dance may involve an additional charge. Haufle suggested providing a complete list of events so a cost proposal could be made. Kral asked for the list of exclusions. A Special Events Policy could be obtained but they are costly. Haufle questioned whether "Fun Days" is a City sponsored event or a Chamber sponsored event? The City of Milford could not insure the event if the Chamber of Commerce is the main sponsor. The City cannot add the Chamber as an additional insured. Kral asked how long it would take to get price quotes back on the City's policy and also a special events policy. Haufle said it would take just a matter of days. Kral also questioned underwriting time. Haufle noted that once it is approved they can have it endorsed immediately and bill accordingly. Kral asked for a recommended liability limit if the City takes this over. Haufle noted - If it fits within the City's policy and additional coverage can be listed per event then the total limits of the current policy would be in effect (4 million dollars). If this doesn't work then the Special Events Policy would be purchased and then coverage limits would be 1 million. Certificate of Insurance should be

provided by the individual event sponsors. (Ex. Inflatables, tractor pull, fireworks etc...) Employers Mutual will not provide insurance for fireworks at all! It will need to be determined whether the City will act as the sponsor for "Fun Days" or if the Chamber of Commerce will continue to sponsor the event. A list of events will be provided to Employers Mutual for review and a decision will be made following the arrival of the cost proposals.

Baseball/Softball Registration Fees for 2010: Baker reported that the Recreation Board has decided to adjust the registration fees for next year. There will be the regular registration fee, regular late fee and the extended late fee. This will allow uninformed individuals to still sign up for ball but they will have to pay additional fees. 15 will be the maximum number of players allowed for late fee registrations. A motion was made by Baker and seconded by Heckman to accept the Recreation Boards proposal for registration fee, late registration fee and extended late registration fee. Roll call vote: Baker yes, Heckman yes, Fortune absent, Kral yes. Motion carried.

Discuss Dog & Cat Licensing: Chief Siebken and Clerk Hoggins requested a change to the ordinance pertaining to dog & cat licensing. They would like to have all licenses due one specific month of the year. Record keeping would be much easier if all licenses were due in January. Heckman asked the reason for licensing yearly? To keep rabies vaccination records and identification tags up-to-date. After further discussion a motion was made by Kral to annually license animals due for renewal starting in February 2010. An ordinance will need to be drafted so the motion died. Chief Siebken and City Clerk Hoggins were asked to present an ordinance at the next regular meeting.

Designate new Golf Cart Route: Chief Siebken would like to amend the current ordinance pertaining to the Golf Cart Route to include crossing 5th Street (Hwy 6) at "F" St./Fairway Drive. He will present an ordinance at the next regular Council meeting.

Discuss options for City Administrator: Council member Kral recently attended a meeting in Beatrice where 40 cities were represented. On an average the cities that had personnel dedicated to finding grant money had much going on. Kral's concern is that the City of Milford is missing out on grant opportunities. Fairbury pays their City Manager \$60,000.00 a year and has justified the salary by bringing in 6 million dollars to the community within the first 12 months. Heckman questioned whether this position would oversee/manage the different departments. That could all be determined, but Kral would like to see the position filled with someone knowledgeable of researching and writing grants. Baker commented that Administrators also work on the budget. Blevens questioned if the City of

Milford was a member of SENDD as they write grants for communities. The Council decided to further explore the possibilities of an Administrator.

Municipal Facility Security: After the vandalism which occurred at the Swimming Pool last year Mayor Bruha suggested looking into security cameras. Chief Siebken offered to look into a system but needs to know how much the City is willing to spend. The infrared camera could be used. Purchasing a camera security system could start at \$1,000.00. It was decided to look into a system that would view the entire exterior perimeter. If something like this happens again this year, the city will come down tough on the violators. It was also decided to install motion detectors.

Appointments – Recreation Board: Item deleted from agenda.

Amendments to Interlocal Agreements:

- 1. Clarification of Authority over Director:** This amendment to the Interlocal Agreement authorizes the Agency Board to have authority over the Communications Center Director. The Director is still a county employee, but the annual appointment will be made by the Agency Board. A motion was made by Baker and seconded by Kral to authorize Mayor Bruha to sign the amendment to the Interlocal Agreement regarding clarification of authority over director. Roll call vote: Baker yes, Kral yes, Fortune absent, Heckman yes. Motion carried.
- 2. Seward County Cooperation Agreement:** This amendment shall ensure that an alternate site for Civil Defense purposes be maintained at all times and said location may be within the County of Seward or at a location approved by the Board. A motion was made by Baker and seconded by Heckman to authorize Mayor Bruha to sign the amendment to the Seward County Communications Agency Interlocal Cooperation Agreement. Roll call vote: Baker yes, Heckman yes, Fortune absent, Kral yes. Motion carried.

Review E911 Budget: Barb Liska noted a 19.54% decrease in the E911 Budget for the fiscal year 2009-2010. The 800 system has been purchased and several areas are down from last year. The cash carry over and surcharges are not figured into the budget. City of Milford's 4% will remain the same. Total E911 budget figure presented was \$569,230.00.

ADJOURNMENT: A motion was made by Heckman and seconded by Kral to adjourn the meeting. Roll call vote: Heckman yes, Kral yes, Baker yes, Fortune absent. Motion carried and meeting adjourned at 9:45 pm.

Jeanne Hoggins, City Clerk

Dean A. Bruha, 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 May 5, 2009 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