

CITY OF MILFORD  
REGULAR MEETING  
AUGUST 4, 2015  
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 4<sup>th</sup> day of August 2015 at 7:30 pm. Present were: Mayor Dean A. Bruha; Council members: Jeff Baker, Jeff Heckman, Dan Kral; Attorney Krista Carlson; Maintenance Supt. Gary TeSelle; Chief of Police Forrest Siebken; Library Director George Matzen and City Clerk Jeanne Hoggins. Absent: Council member Rick Fortune. Also present: Dave Henke and Leah Kottwitz with JEO, Al Broeker, Members of Scout Troop 290 and Emily Hemphill 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 Dean Bruha called the meeting to order at 7:32 pm. and 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 Library Meeting Room.

**MINUTES:** A motion was made by Baker and seconded by Kral to approve the minutes of the July 7, 2015 meeting. Roll call vote: Baker yes, Kral yes, Fortune absent, Heckman yes. Motion carried.

A motion was made by Heckman and seconded by Baker to approve the minutes of the July 15, 2015 meeting. Roll call vote: Heckman yes, Baker yes, Fortune absent, Kral yes. Motion carried.

**PAYMENT OF BILLS:** A motion was made by Heckman and seconded by Kral that the following accounts payable bills in the amount of \$72,635.69 payroll in the amount of \$38,682.87 totaling \$111,318.59 approved by the Auditing Committee be approved for payment. Roll call vote: Heckman yes, Kral yes, Baker yes, Fortune absent. Motion carried.

**SALARIES:**

59366	Mark Frey	515.35
59367	Forrest Siebken	1396.62

59368	Kendal Hoggins	1201.53
59369	Mavis Ferris	73.88
59370	Jeanne Hoggins	1307.66
59371	Gary TeSelle	860.20
59372	Robert Hull	1019.06
59373	George Matzen	757.62
59374	Jenna Filbert	374.08
59375	Benjamin Rediger	1063.29
59376	Erica Pallas	805.45
59377	Hunter Jensen	494.54
59378	Joshua Dalton	415.12
59379	Kile Jackson	1326.79
59380	Scott McNeil	1153.72
59381	Sarah Long	88.66
59382	Joshua Schaben	424.54
59383	Craig Carritt	31.40
59384	Lindsey Sample	168.83
59385	Zach Danekas	295.42
59386	Natalie Kremer	306.70
59387	Brett Kremer	336.81
59388	Jeremiah Miller	450.00
59389	Aidan Pauley	127.95
59390	Addison Pauley	124.19
59391	Maci Wingard	191.93
59392	Trey Frey	429.77
59393	Jessica Wang	125.60
59394	Jeffery Troyer	897.40
59395	Marilu Fichtner	508.39
59396	Elianna Heyen	236.42
59397	Cameryn Kremer	223.89
59398	Erika Rolenc	190.24
59399	Brenda Kalnins	399.38
59454	Mark Frey	316.36
59455	Forrest Siebken	1396.62
59456	Kendall Hoggins	1310.68
59457	Mavis Ferris	73.88
59458	Jeanne Hoggins	1307.66
59459	Gary TeSelle	860.20
59460	Robert Hull	877.50
59461	George Matzen	757.62
59462	Jenna Filbert	359.53

59463	Benjamin Rediger	1155.42
59464	Craig Corder	369.40
59465	Erica Pallas	820.86
59466	Hunter Jensen	448.48
59467	Joshua Dalton	266.62
59468	Kile Jackson	1568.75
59469	Scott McNeil	1432.28
59470	Sarah Long	173.61
59471	Joshua Schaben	526.19
59472	Lindsey Sample	231.16
59473	Zach Danekas	152.42
59474	Natalie Kremer	216.38
59475	Brett Kremer	131.72
59476	Jeremiah Miller	532.19
59477	Aidan Pauley	412.07
59478	Addison Pauley	255.90
59479	Maci Wingard	229.57
59480	Trey Frey	552.89
59481	Jessica Wang	44.32
59482	Jeffery Troyer	951.57
59483	Marilu Fichtner	559.11
59484	Elianna Heyen	297.37
59485	Cameryn Kremer	369.14
59486	Erika Rolenc	371.25
59487	Brenda Kalnins	431.46
59494	Dan Kral	138.52
59493	Jeffrey Baker	138.52
59492	Dean Bruha	184.70
59491	Ricky Fortune	138.52
<b>GENERAL FUND:</b>		
59323	Gamble Joyce-Deposit refund	75.00
59324	Jolly Danielle-Deposit refund	43.79
59325	Brandon Wagner-Deposit refund	57.67
59326	Sandra Watson-Deposit refund	11.83
59363	Matt Morrison-Deposit refund	27.86
59364	Tara Adams-Deposit refund	5.00
59365	U.S. Postmaster-Utility billing postage	205.03
59400	Ameritas-Pension	1642.50
59401	Kansas Payment Center-Child support	177.23
59402	Union Bank-HSA	778.00
59403	Allied Insurance-Brenda Bond	128.00

59404	Allied Surveying & Mapping-Surveying Sr. Cntr.	283.00
59405	Aramark-Pants & Rags	1052.73
59406	Assured Fire Protection-Fire Extinguisher Service	133.00
59407	AT&T-Long Distance Charge	13.39
59408	Black Hills Energy-Services for June	377.09
59409	Bonsall Pool Company-Bio 23756, Strip Kwik	221.20
59410	Canon Financial Services-Contract Charge	254.00
59411	Canon Solutions America-Maint/Copies	89.54
59412	Consolidated Management Co.-NLETC-McNeil Meals	98.25
59413	Dan McElravy-League Fees 2015	105.00
59414	Eakes Office Solutions-Machine tape, Name Plate	93.33
59415	Emergency Medical Products, Inc.-Supplies	380.25
59416	Farmer's Cooperative-Fuel, Repairs	1576.33
59417	Hawkins Inc.-Acid & Drum Charge	119.60
59418	Heiman Inc.-Fire Supply	122.69
59419	Jeremy Geidel-Umpire Fees	60.00
59420	John Deere Financial-Brush Cutter, Blower, Repairs	1148.95
59421	JR Welding-Diving board	35.00
59422	Kendall Hoggins-Reimburse for Boots	150.00
59423	Milford Valu-Rite Pharmacy-Bandaids/Batteries	30.77
59424	Nebraska Motor Parts Co.-Spark Plugs, Oil, Parts	206.94
59425	Nebraska Public Power District-July Services	7769.11
59426	State of NE Dept. of Labor-	940.00
59427	Pac-N-Save Milford-Batteries, Concession Supplies	57.18
59428	Pizza Kitchen-3 bags of Nacho Cheese, B-Day meal	255.20
59429	Powerplan-310 K Repairs	396.31
59430	Rediger Automotive-Service Unit 95	188.07
59431	Sam's Club-Candy, Supplies for Concessions	1154.72
59432	Servi-Tech Inc.-Waste Water Testing	121.00
59433	Seward County Independent-Notice Min., Ad's	266.63
59434	Shell Fleet Plus-Fuel	282.02
59435	Shell Fleet Plus-Fuel, Shuttle Car	29.10
59436	Sunrise Country Manor-June Meals	556.50
59437	TCA Outdoor Power-Gravel Repairs	213.97
59438	Troy Pickerill-NEMSA Conference Hotels	685.14
59439	Tvrdy's Lock & Key-Repair/Re-Key Concession Stand	48.00
59440	Union Bank & Trust Company-HSA	30.00
59441	Uribe Refuse Services, Inc.-Garbage Pick Up	133.00
59442	Verizon Wireless-Department Cell Phone	60.10
59443	Verizon Wireless-Department Cell Phone	95.54
59444	Verizon Wireless-Department Cell Phone	104.49

59445	Waste Connections of Nebraska-Trash Serv. & City	443.81
59446	Windstream Nebraska Inc.-June Services	715.87
59447	Zach Cambier-Umpire Fees	60.00
59448	Zito Media-Station HD TV	5.90
59449	Aflac- Disc, Cancer, Supple, Accident	380.83
59450	AYSO National Office- Buyout for Soccer Equip.	1000.00
59451	Blue Cross & Blue Shield- Health & Dental Aug'15	8103.52
59452	Dearborn National- Life Insurance	123.84
59453	Verizon Wireless- Well Control Monitor	40.01
59488	Ameritas- Pension	1644.90
59489	Kansas Payment Center- Child Support	177.23
59490	Union Bank-HSA	778.00
59506	Aloha Roth-Birthday cake	25.00
59507	Arlene Moritz-Reimburse/coleslaw	23.90
59508	Baker & Taylor-Books	798.77
59509	Black Hills Energy-Services for July	24.77
59510	Blue River Transmission-HVAC Repair Unit #2	530.11
59511	Bonsall Pool-FAS-DPD Tritrating	24.95
59512	Card Service Center-Postage, fuel, meals	426.57
59513	Cash-Wa Distributing-Paper supplies	196.60
59514	Central Contracting Corporation-Sr. Center repair	18517.00
59515	Culligan Water-Cooler Rent	82.05
59516	DEMCO-Book Covers	245.14
59517	Emergency Medical Products, Inc.-Medical Supplies	167.55
59518	George Matzen-Books, DVD's, weather radio	177.99
59519	Gerhold Concrete Co. Inc.-Sidewalk repair	385.37
59520	Hawkins-Check valve, Acid & Drums	986.04
59521	Heartland Auto Body-Remove lettering Unit 32	135.00
59522	John Henry's-Furnace Repair/Inspection	245.90
59523	Kelly-Creswell Company, Inc.-Exhaust tube	149.31
59524	Kendall Hoggins-Mileage to Kearney	138.00
59525	Kremer's Inc.-Pool Repairs	660.75
59526	Martin Excavating-Lagoon Clean-Up	200.00
59527	Mid America Recycling-Recycling	47.75
59528	Milford School Dist. #5-Parking Fines	10.00
59529	Municipal Supply Inc. of NE-Warranty Update	2211.35
59530	NE Dept. of Agriculture-Animal Shelter License	150.00
59531	NE Environmental Prod.-Sewer Jet Services	1693.52
59532	DHHS-NE Public Health-Coliform Tests	30.00
59533	NPPD-June Services	2138.57
59534	Newman Traffic Signs-No Drinking Signs	173.38

59535	Northern Lawn & Underground-Sprinkler Repair	325.85
59536	Seward Appliance Repair LLC-Refrigerator Serv.	68.00
59537	Seward Electronics-Raise Control Ant.	460.70
59538	Shell Fleet Plus-Fuel	651.64
59539	TOOFAST Supply-Ear Plugs, Hand Soap	113.26
59540	Union Bank-Gary TeSelle Medicare part D	388.50
59541	Walmart-Office/Fundraiser Supplies	373.19
59542	Windstream-June Services	612.92
59543	Your PC Express-Router	371.00
59544	Zito Media-HD Digital Adapter	8.09

**REPORTS OF OFFICERS, BOARDS AND COMMITTEES:** Written reports received were Milford Aging Services Commission minutes for July 28, 2015; Milford Housing Authority minutes for July 9, 2015; Planning & Zoning minutes for July 21, 2015; Recreation Board minutes for July 30, 2015; Website overview for July 2015; Library Report for July 2015; Milford Police Dept. activity report for June 2015. Baker – work being done on the Sr. Center door; minor damage to the Sr. Center car, driver backed into a picnic table; Recreation Board met to formulate soccer teams. Erica is doing a good job. Kral – 15 rescue calls (14 in Milford, 1 in P.D.) and no fire calls. TeSelle – busy with clean up from the wind storm, NDEQ required us to permit our burn pile and we are meeting all the standards, wells are handling the water usage as we have only had 1 day of high use. Chief Siebken – monitoring the parking behind D.Q., received only 1 complaint and the individual with a large truck was asked to eat his lunch elsewhere. Matzen – with cooler temperatures there has not been a large strain on the HVAC system thus far. J. Hoggins – Researched options for health insurance and have visited with a representative from Federated Insurance, receiving a very competitive rate decrease on a similar HSA policy plus it will get us back to a Sept. 1 renewal. Worked with Krista on procedures needed to move forward with a new municipal building. Received information from BNSF regarding changes to the public right-of-way for the double tracking project. Heckman – Pool will be closing August 10<sup>th</sup> and the season went well. Discussed extending the pool season but we just don't have the staff available.

**COMMUNICATIONS:** \*Sales tax received for the month of May 2015 in the amount of \$11,150.44. \*Thank you received from the Willis Heyen Family for the funeral floral arrangement.

**UNFINISHED BUSINESS:**

**Discuss/Action - Water Study Report – JEO:** Leah Kottwitz presented the 2015 Water System Preliminary Engineering Report which is to be submitted to the State of NE for State/Federal funding assistance. She also

presented two proposals; one for a hydrogeological evaluation to predict potential drawdown impact resulting from the city's addition of a third well and to determine a proposed location. The second was a cost estimate from Layne Christensen Co. on drilling a test well and water quality testing. Leah informed the council that they should be considering a second area for a well just in case the proposed site does not produce the water quality/quantity that we are seeking. She suggested the area around the Elementary School as a possibility. The Council decided to wait on making any decisions on this matter as Fortune was absent and had not reviewed any of the current information provided by JEO. A special meeting will be called next week to address this information.

**Discuss/Action – Sidewalk Bids:** Only 1 bid was submitted so we will wait to act on this agenda item.

**NEW BUSINESS:**

**Approve Initial Order for the Webermeier Scholarships:** A motion was made by Baker and seconded by Heckman to approve payment of 19 Webermeier Scholarships in the amount of \$526.32 per student for the 1<sup>st</sup> Semester of the 2015-2016 school year totaling \$10,000.00. Roll call vote: Baker yes, Heckman yes, Fortune absent, Kral yes. Motion carried.

**Award Sr. Center Meal Bid:** A motion was made by Baker and seconded by Kral to accept the meal bid from Sunrise Country Manor in the amount of \$5.25 per meal, which is the same as last year. Roll call vote: Baker yes, Kral yes, Fortune absent, Heckman yes. Motion carried.

**Discuss/Action – Roof top HVAC Unit for Library:** Heckman reported that two bids were submitted to replace the HVAC unit supporting the south side of the Webermeier Bldg. He noted that the old unit needs to be replaced. A motion was made by Heckman and seconded by Kral to award the bid to replace the HVAC unit at the Webermeier Bldg. to Milford A/C & Appliance in the amount of \$12,049.00 to come out of this year's budget. Roll call vote: Heckman yes, Kral yes, Baker yes, Fortune absent. Motion carried.

**Milford Boy Scouts Troop 290 – Q & A of Governing Body:** Scout Leader Terry Franzen informed the Council that the Scouts were working on a Government merit badge and one of the requirements is to attend a meeting. The Scouts presenting questions to the Council were: Garrett Franzen, Luke Landkamer, Logan Hershberger, Cade Houk, Kyle Duke, Justin Duke and Owen Eickhoff. Questions ranged from: Economic growth, prohibiting chickens and pit bulls in town, how to address issues with the governing body, reporting issues/duties at the meetings, improvements to South Park. Council member Baker asked the scouts individually, what they thought would make Milford a better place. Responses included: happy

with the way things are, more restaurants, need more variety and shooting/archery range. The Council thanked the group for their attendance. **Discuss/Action – Vacation/Sick Leave pay-out options:** Heckman noted it was time we do something different regarding accrued vacation time. There are a few employees with a tremendous amount of vacation time and it is tough to budget the pay-out of a possible retirement or resignation of an employee. With funds available from this year's budget maybe we need to consider paying down some of these employees and setting a new standard for accrued vacation time. This will bring it down to a manageable level. Kral asked Heckman if he was proposing changes. Heckman has talked to Krista and she suggested putting a limit/cap on what an employee could accrue each year. She noted that it would force those employees to take the time off and encourage them to stay refreshed. She also mentioned to put additional funds into the budget to whittle away at some of the larger amounts. Baker asked what that number would be. The max accrual time will need some further discussion. Krista will work on a proposed revision for our next meeting.

**Review/Additions to figures 2015-2016 Budget:** Hoggins reported an additional 1,000 to her meetings and training line item as she will be sending Erica to Clerk's School in March. Bruha also noted adding some funds into the General account just in case something would come about regarding acquiring property. Hoggins explained how the accountant comes up with the figure for line item 10-3000 on the budget document as the question arose as to why the actual year-end figures are always lower than what's budgeted. Carmen explained to Hoggins that the Homestead Exemption amount (20,000.00) needs to come out of that figure as well as the unknown disputes and delinquencies of property owners. Hoggins also informed Baker that line items will be added to fund 34 to address the flow of money for proposed grants.

**Black top Welch Park Rd.** – Heckman reported on how bad the pot holes are on Welch Park Rd. It is time we looked into repairing these bad areas. Paving, curb & gutter and annexation was discussed. At this time Heckman would like TeSelle to gather quotes on black top repairs for different areas of Welch Park Rd and bring those quotes back to the Council for consideration.

**Salary/Merit Increases 2015-2016 Fiscal Year:** Council members Heckman and Baker put together and presented 2 scenarios. Last year a 2% salary increase was awarded. The 2 options up for discussion include an overall 1.83% increase and a 2.06% increase. Heckman noted the 2016 cost of living adjust is 0 for social security. Individual employee scenarios were discussed. Chief Siebken commented on behalf of the Police Dept., when



comparing with other Departments, one of the biggest incentives to stay in Milford is our benefit package. Baker reflected on a couple employees in the Police Dept. and addressed the consistent amount of over time they put in. He wanted to encourage and thank them for their service and try to get those wages more comparable to other Police Depts. He reminded the group that this was done a couple years ago for the Maintenance Dept. Kral mentioned that he had a concern with the supervisors as the last couple years they received less of a bump, especially Gary TeSelle. Over this last year he has put in a large amount of hours and did not get paid for them. He would've been better off staying hourly. Kral also noted that in February we will be faced with a new federal regulation and rather than waiting we should take action now. Baker explained that the Department of Labor is proposing a rule increasing the salary threshold from \$455 per week to \$970 per week to be exempt from the FLSA minimum wage and overtime pay. Heckman asked Kral what increase he was considering for Gary? Kral said \$52,000.00. Further discussion was held regarding the agreement that was made at the time Gary was hired and that no salary increase discussion was held at the end of his 6 month probation period. Heckman did not agree and he and Baker expressed how uncomfortable it was discussing this in front of the employees. Heckman made a proposal for next year: Each Council member should put their salary recommendation together, for the employees they are responsible for, and hand them to the Mayor. The Mayor should be the one putting these proposals together and presenting salary increases to the Council. Additional discussion was held regarding how salaries should be calculated. Heckman does not like percentages; Ex: A 3% increase for someone making \$80,000. is a lot more than a 3% increase for someone making \$25,000 is like night and day. We need to look at what's available in our overall budget. Kral mentioned it would be helpful if Rick was available since he works with a lot of the employees. We will add this item to the special meeting agenda.

**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 9:18 pm.

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Jeanne Hoggins, City Clerk

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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 August 4, 2015 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