

CITY OF MILFORD
REGULAR MEETING
AUGUST 5, 2014
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 August at 7:30 pm. Present were: Mayor Dean A. Bruha; Council members: Jeff Baker, Rick Fortune, Dan Kral; Attorney Robert Blevens; Chief of Police Forrest Siebken; Maintenance Supt. Gary TeSelle and City Clerk Jeanne Hoggins. Absent: Council member Jeff Heckman. Also present: Dave Potter with JEO, Wayne Stohlman, Elaine Plessel, Tim Stewart, Kyle Fastenau, R.J. Como, Travis Fougeron, John Melena, Jeremy Dinges, Gary Peterson, George Matzen, Brad Freeman and Logan Tuttle 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 7:36 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 Fortune and seconded by Kral to approve the minutes of the July 1, 2014 meeting. Roll call vote: Fortune yes, Kral yes, Baker yes, Heckman absent. Motion carried.

A motion was made by Baker and seconded by Kral to approve the minutes of the July 15, 2014 meeting. Roll call vote: Baker yes, Kral yes, Fortune yes, Heckman absent. Motion carried.

A motion was made by Kral and seconded by Baker to approve the minutes of the July 28, 2014 meeting. Roll call vote: Kral yes, Baker yes, Fortune abstain, Heckman absent. Motion carried.

PAYMENT OF BILLS: A motion was made by Kral and seconded by Fortune that the following accounts payable bills in the amount of \$133,534.57 and payroll in the amount of \$33,154.54 totaling \$166,689.11

approved by the Auditing Committee be approved for payment. Roll call vote: Kral yes, Fortune yes, Baker yes, Heckman absent. Motion carried.

SALARIES:

57403	Forrest Siebken	1362.49
57404	Kendall Hoggins	1100.10
57405	Mavis Ferris	74.57
57406	Jeanne Hoggins	1308.36
57407	Gary TeSelle	970.36
57408	Robert Hull	994.05
57409	George Matzen	696.29
57410	Tracy Yeackley	790.74
57411	Jenna Filbert	303.37
57412	Benjamin Rediger	1005.12
57413	Hunter Jensen	356.47
57414	Joshua Dalton	206.44
57415	Cole Hartgerink	155.47
57416	Cady Vaverka	143.96
57417	Kile Jackson	1073.46
57418	Heather Wiles	322.97
57419	Scott McNeil	1099.80
57420	Sarah Long	60.25
57421	Ashley Kontor	428.50
57422	Joshua Schaben	397.91
57423	Alison Walla	428.50
57424	Craig Carritt	11.72
57425	Lindsey Sample	424.67
57426	Sandy Fisher	310.30
57427	Zach Danekas	266.14
57428	Natalie Kremer	254.43
57429	Brett Kremer	160.69
57430	Jeremiah Miller	386.66
57431	Aidan Pauley	194.16
57432	Mitchell Tucker	70.31
57433	Addison Pauley	108.80
57434	Maci Wingard	204.21
57435	Trey Frey	444.19
57484	Forrest Siebken	1362.49
57485	Kendall Hoggins	1128.61
57486	Mavis Ferris	78.12
57487	Jeanne Hoggins	1308.61
57488	Gary TeSelle	861.13

57489	Robert Hull	915.79
57490	George Matzen	703.23
57491	Tracy Yeackley	796.09
57492	Jenna Filbert	299.21
57493	Benjamin Rediger	1057.44
57494	Hunter Jensen	642.76
57495	Joshua Dalton	165.33
57496	Cole Hartgerink	244.40
57497	Cady Vaverka	73.65
57498	Kile Jackson	1007.34
57499	Heather Wiles	367.01
57500	Scott McNeil	1003.23
57501	Sarah Long	153.99
57502	Ashley Kontor	468.67
57503	Joshua Schaben	489.71
57504	Alison Walla	421.81
57505	Lindsey Sample	326.70
57506	Sandy Fisher	305.44
57507	Zach Danekas	220.95
57508	Natalie Kremer	266.14
57509	Brett Kremer	246.06
57510	Jeremiah Miller	187.47
57511	Aidan Pauley	525.59
57512	Mitchell Tucker	15.06
57513	Addison Pauley	251.08
57514	Maci Wingard	192.50
57515	Trey Frey	353.46
57521	Rick Fortune	138.52
57522	Dean Bruha	184.70
57523	Jeff Baker	138.52
57524	Dan Kral	138.52
GENERAL FUND:		
57388	Riley Buettner-Deposit Refund	26.47
57389	Mitch Buller-Deposit Refund	60.24
57390	Celedon Bartolo-Refund Reissued they lost original	43.53
57391	Bryan Fisher-Deposit Refund	25.26
57392	Garrett Hofstetter-Deposit Refund	63.07
57393	Kash Houser-Deposit Refund	36.45
57394	Jonni Pavelka-Deposit Refund	29.56
57395	Loren Plouzek-Deposit Refund	75.00
57396	David Reisinger-Deposit Refund	75.00

57397	Randy Schaeffer-Deposit Refund	67.02
57398	George Scott-Deposit Refund	4.31
57402	U.S. Postmaster-Utility Billing Postage	206.27
1083	Pepsi Cola of Lincoln-Concession Stand Pop	1092.60
1038	Digital-Ally-FirstVu Officer Video System	1010.00
57436	Ameritas-Pension	1474.58
57437	Union Bank-H.S.A	720.00
57438	American Building Inspector-Inspections, Fees	180.00
57439	Aramark-T-Shirts	214.79
57440	Aramark-Pants & Rags	1216.85
57441	Assured Fire Protection-Fire Extinguisher Maint.	333.00
57442	AT&T-Long Distance	22.34
57443	Black Hills-Service for June 2014	257.15
57444	Blue River Transmissions-Brake Repair Unit 2	647.87
57445	Bouwen's Plumbing-WA Service 821-6 th St.	800.00
57446	Canon Solutions-Maint Base, Copies	63.24
57447	Carol Hendrix-Reimburse Web Rent	50.00
57448	Concrete Works-Alley & Storm Drain Repair	20,127.00
57449	Diode Communications-Service for July 2014	55.22
57450	Eakes Office Plus-Office Chair, Paper, Backup Tapes	669.19
57451	Farmers Cooperative-Gas/Diesel for June	2437.12
57452	Gerhold Concrete Company-Vinyl Patch	45.00
57453	In The Swim-Blood Borne Pathogens Kit	39.98
57454	Interstate All Battery Center-SCBA Battery	302.40
57455	John Deere Financial-Repair Chain Saw, Mower Parts	578.92
57456	Larry Doran-Entertainment	100.00
57457	Matheson Tri-Gas-Oxygen/Air Bottle Rental	93.60
57458	Midwest Door & Hardware-Install Threshold	81.11
57459	Milford Fire & Rescue-EMS Conf. Registration	700.00
57460	Municipal Supply-Coupling, Tube	122.60
57461	Nebraska Motor Parts-Batteries, Air Filter, Gauge	549.06
57462	Nebraska Public Power District-Service for June	9457.20
57463	One Call Concepts-Locate Requests	21.40
57464	Pac-N-Save-Hot Dog Buns, Supplies, Food	238.07
57465	Pizza Kitchen-Catered Meals	385.00
57466	Rural Apprehension Program-Annual Matching Grant	1617.00
57467	Sam's Club-Kleenex, Post-Its, Pool Candy, Hoses	1053.19
57468	Seward County Public Power Dist. - Wells 1&2	389.66
57469	Seward County Independent-Notice, Clean up Ad	613.63
57470	Seward Lumber-Grinder, Vinyl Patch	136.97
57471	Shell Fleet Plus-Car Gas	38.56

57472	Storey Kenworthy/ Matt Parrott-Utility Billing Forms	635.30
57473	Stutzman Digging-Remove Old Man Hole	7482.50
57474	Sunrise Country Manor-June Meals	614.25
57475	TeSelle Services-Upright Amana Freezer	50.00
57476	The Crete News-Maint. Supt. Help Wanted Ad	60.00
57477	TooFast Supply-Pik Stik Pro 48", Gloves, Towels	238.41
57478	Union Bank & Trust Company-H.S.A Fees	35.00
57479	Uribe Refuse Services-Garbage Service	96.00
57480	Van Diest Supply Company-Van Diest Biomist	383.25
57481	Verizon Wireless-Cell Phones	95.20
57482	Verizon Wireless-Dept Cell Phones	105.01
57483	Windstream Nebraska-Service for June	719.69
57484	Retirement Plans Division-Pension	1474.58
57516	Ameritas-Pension	1493.85
57517	Union Bank-H.S.A	720.00
57518	Aflac-Dis,Acc,Suppl,Cancer	434.78
57519	Blue Cross & Blue Shield-Health Insurance August	6626.37
57520	Dearborn National Life Ins.-Life Insurance	120.40
57525	Aloha Roth-Birthday Cake	40.00
57526	Baker & Taylor-Books	32.45
57527	Blevens-Legal Services	350.00
57528	Bonsall Pool & Spa-PH Indicator, DPD #1&2	28.85
57529	Canon Financial-Contract Charges	513.90
57530	Card Services-Monthly Fee,Postage,Biohazard Kit	183.54
57531	Cash-Wa Distributing-Fundraiser Supplies	207.37
57532	Petty Cash-Postage	22.62
57533	Concrete Works-Concrete-Post Office, Alley	35471.00
57534	Country Inn & Suites-NEMSA Hotels	1119.92
57535	Culligan Water Conditioning-Cooler Rent	37.00
57536	Fastenal Company-Bolts, Nuts, Washers	70.14
57537	George Matzen-Cables, Refrigerator	615.22
57538	Hawkins Inc.-Hydrochloric Acid	219.15
57539	Hydraulic Equipment Service-Truck/Lease	525.00
57540	Kelly Supply Company-Pipe, Bushings, Couplings	585.08
57541	Kremer's Inc.-Electrical for Water Slide	6800.00
57542	Lindsey Sample-Paper Towels, Mouse Poison	11.73
57543	Liquivision Technology-Mobilization Fee/Clean	2850.00
57544	Marissa Johns-Reimburse Broken Window	187.00
57545	Merle's Garden Center-Sod & Sprinkler Repair	513.00
57546	Milford A/C & Appliance-A/C Repair	192.76
57547	Milford Plumbing-Line for Pump Gages	229.95

57548	Milford School Dist. #5-Parking Fines	50.00
57549	Municipal Supply-Flange, Gasket	108.24
57550	Murphy Tractor & Equipment-Gas Operator	94.55
57551	NE Dept. of Env. Quality-G. TeSelle SW Certification	150.00
57552	NE Dept. of Agriculture-Animal Control License	150.00
57553	Nebraska Public Health-Water Coliform Test	30.00
57554	Pavers Inc.-Cold Asphalt	306.90
57555	Plains Power & Equipment-Repair Weed Eater	65.81
57556	Reader Service-Books	25.98
57557	Roxanne Roth-Cleaning Services	75.00
57558	Sack Lumber-Screw Fasteners & Anchors	10.79
57559	Seward County Independent-Want Ad	78.00
57560	Shell Fleet Plus-Fuel	711.90
57561	Sign Solutions of Lincoln-Aluminum Sign	65.00
57562	Stutzman Digging-Manhole and Retaining Wall	1060.00
57563	TCA Outdoor Power-New Mower	7299.99
57564	TooFast Supply-Leather Gloves	168.80
57565	Travis Yeackley-CPR Re-certifications	590.00
57566	Union Bank-G. TeSelle Account/Medicare Part D	431.50
57567	Uribe Refuse Services-Garbage	37.00
57568	Walmart-Ice Cream Supplies, Potato Bake, Cleaning	89.17
57569	Wergin's Lawn Service-Fertilize B Street	69.00
57570	Windstream Nebraska-Service for July	234.30
57571	Zito Media-HD TV	4.56

REPORTS OF OFFICERS, BOARDS AND COMMITTEES: Written reports received were Milford Housing Authority minutes for July 17, 2014; Milford Aging Services Committee minutes for July 22, 2014; Recreation Board minutes for July 17, 2014; Pool Board minutes for August 4, 2014; Police Dept. activity report for July 2014; MVFD Rescue NARSIS Report for June and July 2014. Baker – Robin Kremer is the new Sr. Center Director and she started on August 4, 2014. Average meal count is 14 per day and their upcoming goal is 17 – 20 per day. Banners are up for Milford's 150th Birthday Celebration. Kral reported on the fire calls. TeSelle – Banners are up, alley behind Post Office is paved, water use is up they are monitoring wells, will be awarding bids to wash the outside of the water tower, pool slide is up, roof repaired on shed at cemetery and Mark Frey is interested in doing some mowing to help out if needed. Matzen – summer reading program is over, 8 different programs were introduced. 114 children participated and 107 finished the program. The overdrive program usage is up from last year as well as material checked out. The two movie nights

were a success. Chief Siebken – all officers attended active shooting training and Officer Hull will be attending a 2 day class on School Safety.

COMMUNICATIONS: *Sales tax received for the month of May 2014 in the amount of \$13,468.26. *Resignation letter received from Tracy Yeackley ending employment on July 30, 2014. *Resignation letter received from Heather Wiles ending employment August 15, 2014. *Article from the Journal Star regarding neglected properties.

UNFINISHED BUSINESS:

Action on Master Trail Plan: Dave Potter with JEO returned to review the Master Trail Plan and discuss any changes or concerns. He is asking the Council to approve the plans so JEO can move forward with preparing the final forms. Mayor Bruha questioned the cost and Dave noted the funding opportunities available, as well as JEO assisting with grant preparation. Kral asked for confirmation that the estimated cost of the project does not include land purchase or easements. Mr. Potter confirmed this to be true. Baker noted this as the first step before any grant applications can be pursued. A motion was made by Baker and seconded by Fortune to approve the Master Trail Plan presented by JEO and allow for them to finalize the plan. Roll call vote: Baker yes, Fortune yes, Heckman yes, Kral yes. Motion carried.

Discuss/Action – Proposal and Agreement for an Energy Element addition to the Zoning/Comprehensive Plan: Dave Potter with JEO presented a proposal and agreement for the Council’s approval to proceed with professional services updating our Comprehensive Plan with an Energy Element. Completion date scheduled for the end of November 2014, with cost not to exceed \$2600.00. A motion was made by Heckman and seconded by Fortune to adopt the proposed agreement to proceed with professional services to update our Comprehensive Plan with an Energy Element. Roll call vote: Heckman yes, Fortune yes, Baker yes, Kral yes. Motion carried.

Sharon Bender arrived.

Discussion/Update of LEOP – Gary Peterson: Emergency Management Director Gary Peterson was present to update the Mayor and Council on the duties of employees and officials of the City of Milford in the event of a disaster. With the recent tornado in Beaver Crossing they experienced first-hand some of the areas of difficulty. Spanning from the importance of cross-training maintenance employees, coordinating volunteers, establishing where donations go, security, as well as completing all the necessary paperwork for assistance. Gary strongly urged the City to plan ahead and have these areas, as well as others, well thought out. Gary will be putting together a “Go To” kit with all appropriate information and documentation required to help assist communities in case a disaster would arise. There are some changes that need to be made with the plan and the Council decided to

wait until next month to address the resolution. This will allow them time to review the updated plan.

Discuss/Action of scheduling and operation of brush pile: TeSelle reported that the poles are up but not the gate. Fortune mentioned informing the public that a key is available to check out at City Hall should take care of a lot of issues. Kral suggested documentation of: date, name, material to be dumped and key return. It was decided to open the brush pile on 2 Saturdays a month for a couple hours limiting it to only residents of Milford. Tree branches and brush are the only items allowed. NO trash, grass, leaves or construction material. It was agreed to try this and see how it works.

NEW BUSINESS:

Mayor and Council agreed to move several agenda items around.

Review/Approve Grass Rig Purchase: Council member Kral submitted an article of what happened in Bennett, with their fire truck, during a grass fire. (Article attached) The grass rig that the Milford Fire Dept. has is 40 years old and made from a pick-up. He is asking for approval to purchase a new grass rig for the Dept. Discussion was held regarding bid limits and the Council approved to proceed with advertising for bids.

Discuss/Action on Flag Football League use of grass area south of the Pool: Brian Toovey was present and informed the Council of his interest in starting a flag football league for boys in the 2nd & 3rd grades. Most boys have to drive to Seward or Lincoln to play and they have enough interest to start a league of 5 on 5 with strictly Milford boys. The League is sponsored by the NFL Flag Play60 program. They hold a million dollar insurance policy on the program. This program will run similar to the Milford Youth Football program for 4th – 6th graders. Brian is asking permission to use the grass area south of the Pool for their league games and practice. A motion was made by Heckman and seconded by Baker to approve the request by Brian Toovey to use of the grass area south of the pool for a flag football league of Milford 2nd & 3rd grade boys. Roll call vote: Heckman yes, Baker yes, Fortune yes, Kral yes. Motion carried.

Discuss Swimming Pool Facility – Sharon Bender: Sharon started by stating, she is representing the seniors and they are not being represented well at the pool. She begged all the council members to tour the bath house. She stated it is gross, dreary and dark. It needs a fresh bright coat of paint and the women's side is worse than the men's. The lighting is terrible and the benches are probably the original, rough and splintered. The floors do not drain well and she suggested some type of coating to spruce them up. The signs are dark and dingy, hard to read. The showers partially work and there are no doors/curtains for privacy. She did thank the council for the installation of the steps with the hand rail as that has allowed easier access

into the pool. She noted when people come to town to use our facilities the pool is not representing Milford well. She also questioned the positioning of the new slide and how it has taken away a lot of the area they use for water aerobics. Heckman explained that positioning it where they did allows more children to use the slide as it dumps into a shallow area for smaller children. If they would've placed it to dump into the pit, only older/bigger kids could have used it. Heckman also noted that the ropes used for the slide can be removed during swim aerobics. Ms. Bender thanked Jeff for that explanation. Heckman also explained that the improvements that have been made to the pool recently have all come from outside donations. The Pool Board just met last night and came up with a "To Do" list which covers some of the same areas as Ms. Benders as well as a few more. Council member Heckman assured Sharon they would be looking into whatever improvement could be made that fit within the budget. Sharon is hoping to see improvements for next year.

Approve Initial Order – Webermeier Scholarships: A motion was made by Baker and seconded by Heckman to approve payment of 22 Webermeier Scholarships in the amount of \$454.54 per student for the 1st Semester of the 2014-2015 school year totaling \$10,000.00. Roll call vote: Baker yes, Heckman yes, Fortune yes, Kral yes. Motion carried.

Award Bid for Sr. Center Meals: A motion was made by Baker and seconded by Kral to award the meal bid for the Sr. Center to Sunrise Country Manor in the amount of \$5.25 per meal. Roll call vote: Baker yes, Kral yes, Fortune yes, Heckman yes. Motion carried.

Hire Library Clerk and set wage: A motion was made by Heckman and seconded by Fortune to approve hiring Jessica Wang as Library Clerk at the rate of \$7.25 per hour working 17 hours every 2 weeks. Roll call vote: Heckman yes, Fortune yes, Baker yes, Kral yes. Motion carried.

Hire City Office secretary and set wage: A motion was made by Heckman and seconded by Kral to approve hiring Erica Pallas as the full time secretary for City Hall at an hourly rate of \$13.00. Roll call vote: Heckman yes, Kral yes, Baker yes, Fortune yes. Motion carried.

Award bid to clean the outside of the Water Tower: Two bids were submitted and after Gary checked into both of the proposals he recommended National Wash Authority. A motion was made by Fortune and seconded by Heckman to award the bid to National Wash Authority in the amount of \$4,995.00. Roll call vote: Fortune yes, Heckman yes, Baker yes, Kral yes. Motion carried.

Discuss/Action Lifeguard Training Fees: Council member Heckman noted that during interviews it was mentioned that lifeguard certification classes would be reimbursed. He mentioned that Lindsey Sample and Sandy

Fisher are interested in coming back next year and they had a good group of guards. A motion was made by Heckman and seconded by Baker to reimburse all the guards at 100% this time. Roll call vote: Heckman yes, Baker yes, Fortune yes, Kral yes. Motion carried.

Complete salary/budget discussion: Items discussed in length: Employee Health Insurance, accrual of vacation and sick leave, updating the employee handbook, the donated money and how nothing has been accomplished regarding it and leaving wages at 2.5%. The budget document will be submitted to Carmen Standley with Marvin Jewell for her review.

ADJOURNMENT: A motion was made by Kral and seconded by Baker to adjourn the meeting. Roll call vote: Kral yes, Baker yes, Fortune yes, Heckman yes. Motion carried and meeting adjourned at 10:50 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 August 5, 2014 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