

CITY OF MILFORD
REGULAR MEETING
DECEMBER 3, 2013
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 3rd day of December 2013 at 7:30 pm. Present were: Mayor Dean A. Bruha; Council members: Jeff Baker, Rick Fortune, Jeff Heckman, Dan Kral; Attorney Robert Blevens; Chief of Police Forrest Siebken, Maintenance Supt. Mark Frey and City Clerk Jeanne Hoggins. Also present: Elaine Plessel 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 Dean Bruha called the meeting to order at 7:31 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 Heckman and seconded by Kral to approve the minutes of the November 5, 2013 meeting with a correction to the Payment of Bills section. The motion should read Kral yes, Baker yes, Fortune yes, Heckman absent. Roll call vote: Heckman yes, Kral yes, Baker yes, Fortune 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 \$46,051.36; Bond Principal in the amount of \$75,000.00; Bond Interest in the amount of \$5,697.50; payroll in the amount of \$28,343.02 totaling \$155,091.88 approved by the Auditing Committee be approved for payment. Roll call vote: Heckman yes, Kral yes, Baker yes, Fortune yes. Motion carried.

SALARIES:

56320	Mark Frey	1534.77
56321	Forrest Siebken	1360.76
56322	Mavis Ferris	65.69
56323	Jeanne Hoggins	1306.92

56324	Gary TeSelle	770.53
56325	Robert Hull	876.12
56326	David Dahle	1072.32
56327	George Matzen	695.72
56328	Tracy Yeackley	798.19
56329	Jenna Filbert	330.12
56330	Benjamin Rediger	1068.48
56331	Jason Meyer	1333.45
56332	Lisa Aschoff	622.71
56333	Erica Pallas	303.84
56334	Timothy Long	97.62
56335	Cady Vaverka	115.57
56336	Kile Jackson	1036.25
56344	Mark Frey	1534.77
56345	Forrest Siebken	1360.76
56346	Mavis Ferris	79.90
56347	Jeanne Hoggins	1306.92
56348	Gary TeSelle	770.54
56349	Robert Hull	876.12
56350	David Dahle	1078.90
56351	George Matzen	704.95
56352	Tracy Yeackley	790.16
56353	Jenna Filbert	270.12
56354	Benjamin Rediger	1049.42
56355	Jason Meyer	1729.50
56356	Lisa Aschoff	471.41
56357	Erica Pallas	277.42
56358	Timothy Long	69.73
56359	Cady Vaverka	150.40
56360	Kile Jackson	1694.016
56363	Ricky Fortune	138.52
56364	Dean Bruha	184.70
56365	Jeffery Baker	138.52
56366	Jeff Heckman	138.52
56367	Dan Kral	138.52
GENERAL FUND:		
56276	Bartolo Celedon-WA/SW Deposit Refund	43.53
56277	Luke & Megan Siebel- WA/SW Deposit Refund	50.00
56278	US Postmaster- Utility Billing Postage	195.58
56279	Aramark- Pants & Rags	749.94
56280	AT&T- Long Distance	1.75

56281	Black Hills Energy- Service for Oct 2013	262.36
56282	Blue River Transmission- Repair on Unit #2	320.45
56283	Canon Solutions- Copies, Maint. Base	78.42
56284	City of Milford- Postage	84.95
56285	Cloy Stutzman- Staining & Finishing Door	140.00
56286	Concrete Works- Repair on Storm Sewer Inlet	1150.00
56287	Data Technologies- Lic/Support Fee	4184.07
56288	DHHS- Renewal Operator	115.00
56289	Digital Ally- Batteries in Car Video	235.00
56290	Diode Communications- Service for Oct	55.22
56291	Eakes Office Plus- Envelopes, Labels, Cartridges	174.60
56292	Farmer's Co-op- Gas/Diesel for Oct, Repair Unit 99	1273.61
56293	Jeffery Baker- Employee Appreciation	450.00
56294	John Deere Financial- Weed Eater, Oil Filter	1099.65
56295	JR Welding- Covers for Restroom	82.50
56296	Kremer's Inc.- Repair Fixtures in Garage	146.58
56297	Matheson Tri-Gas- Bottle Rental	84.63
56298	Midwest Refuse- Service for Oct	118.15
56299	Mutual of Omaha- Disability	30.24
56300	NE Motor Parts- Oil Filter, Antifreeze, Tape	70.58
56301	NPPD- Service for October 2013	6425.32
56302	One Call Concepts- Locates, Admin Fees	29.10
56303	Pac-N-Save- Liquid soap, Food	17.59
56304	PCAN- Membership	30.00
56305	Pizza Kitchen- October Meals	177.50
56306	Rediger Automotive- Oil Change Special	28.45
56307	Roxanne Roth- Cleaning Services	75.00
56308	Servi-Tech- Ammonia Nitrogen, Phosphorus	96.70
56309	Seward Co. Public Power Dist- Wells 1&2	677.94
56310	Seward County Independent- Minutes, Ad, V-ball	123.94
56311	Shell Fleet Plus- Gas for '08	239.97
56312	Shell Fleet Plus- Car Gas	3.62
56313	Sunrise Country Manor- October Meals	1044.75
56314	Tvrdy's Lock & Key- Door, Hardware, Deadbolt	551.14
56315	Uribe- Garbage pick up	133.00
56316	Verizon Wireless- Air Card Charges	80.02
56317	Verizon Wireless- Dept Cell Phones	104.94
56318	Windstream- Service for Oct	826.25
56319	Zito Media- FD Cable Repair	7.36
56337	Ameritas- Pension	1694.82
56338	Union Bank- HSA	845.00

56339	Aflac- Dis, Cancer, Acc, Suppl	563.80
56340	American Building Inspectors- Inspections & Fees	900.00
56341	BC& BS- Health Ins 12/1-12/31/2013	8883.94
56342	EBS-RMSCO- Vision 10/1-12/31/13	419.10
56343	Fort Dearborn- Life Insurance	110.08
56361	Ameritas- Pension	1694.82
56362	Union Bank- HSA	845.00
56368	Aloha Roth- Birthday Cake	20.00
56369	Baker & Taylor- Books	653.58
56370	Blevens Law Office- Legal Services	350.00
56371	Canon Financial- Contract Charge	254.00
56372	Culligan- Bottled Water & Cooler Rent	27.95
56373	DHHS- Renewal Operator	115.00
56374	George Matzen- Book, Hard Drive, Drum Unit	295.09
56375	HD Supply Waterworks- 1'X6" Band	107.74
56376	Jeanne Hoggins- Mileage to SCEDC Meeting	14.98
56377	JR Welding- Straighten Dump Box	90.00
56378	Just Us- Entertainment	50.00
56379	Lincoln Journal Star- Newspaper	202.60
56380	Milford Economic Dev.- Land Appraisal Report	500.00
56381	UNO- Hoggins/Yeackley- Clerk School	446.00
56382	NE Public Health- Coliform	30.00
56383	Penworthy- Books	625.92
56384	Reader Service- Books	12.99
56385	Roxanne Roth- Cleaning Services	50.00
56386	Sam's Club- Membership Renewal, Jeanne, Jeff, Tracy	135.00
56387	Shell Fleet Plus- Fuel Expense	579.72
56388	Taste of Home- Cook Book	31.98
56389	Union Bank- Gary TeSelle Acct, Medicare Part D	431.50
56390	Verizon Wireless- Cell Phones	95.08
56391	Verizon Wireless- Well Control Monitor	40.01
56392	Walmart- Mailbox, Office Supplies, Candy, Light Bulbs	107.62
56393	Wergin's Lawn Service- Fert Sr Center & B St.	57.00

REPORTS OF OFFICERS, BOARDS AND COMMITTEES: Written reports received were Milford Housing Authority minutes for November 14, 2013; Milford Aging Services Commission minutes for November 26, 2013; Recreation Board minutes for November 12, 2013; Police Dept. Activity Report for November 2013; MVFD Rescue NARSIS and Fire Report for November 2013 and the Seward County Economic Development audit review letter. Fortune – talked to Larry Jantze about proceeding with the second culdesac development north of the elementary and Oak Ave.

discussion. Heckman - a memo was received from our Insurance Co. regarding the condition of the slide. They are recommending removing it. The Pool Board will be meeting 12/4/13 to discuss replacing the slide. Chief Siebken is working on 3 different nuisance properties. One has been cleaned up and the other 2 are in the process. Another letter may need to be sent regarding a pile of rubble that has been ignored. A certain amount of time will be allowed for clean-up, if no response a citation will be written. Frey – everything has been winterized and the equipment is ready for snow removal. Streets have been swept and the semi-annual sewer rodding is complete. Tarring the streets and tree trimming are also on the list of things to do. Baker attended the SCEDC meeting and reported that we have received the semi-annual audit report. A tour was held in Milford looking at potential properties for growth. Mayor Bruha lit the official Christmas Tree at Linden Village. The Milford Economic Development Committee will meet on December 16, 2013 to review the history of action taken as well as look at applications that have been submitted. Webermeier Scholarship Committee would like to meet in January to create guidelines for the interview and selection process. Baker also attended the Hazard Mitigation meeting and each elected official will need to complete a survey for this organization.

COMMUNICATIONS: *Sales tax received for the month of September 2013 in the amount of \$13,295.69. *NPPD Third Quarter lease agreement payment received in the amount of \$68,750.14. *Zito Media Annual Franchise Fee received in the amount of \$4,460.09.

UNFINISHED BUSINESS:

Approve Youth Basketball Coaches & set hourly wage: The Recreation Board advertised at the High School for a youth basketball coach after they could not get a parent applicant. Ashley Kontor applied and the Recreation Board felt comfortable with her leading the practice sessions. Tracy Yeackley will be in attendance for assistance. A motion was made by Baker and seconded by Heckman to hire Ashley Kontor as the youth basketball coach at \$8.00 per hour. Roll call vote: Baker yes, Heckman yes, Fortune yes, Kral yes. Motion carried.

Introduction and Adoption of Resolution – R.A.P.: Chief Siebken noted the lack of funding to the current R.A.P. program and the increase of membership fee from \$1035.00 to \$1,617.00. He discussed the option of looking elsewhere for task force support. Chief Siebken recommended to adopt the R.A.P. Resolution with the option to enter into a different agreement if possible.

A motion was made by Kral to introduce and adopt the following resolution:

RESOLUTION NO. 497

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

WHEREAS, law enforcement agencies with the following counties: Butler, Fillmore, Hamilton, Jefferson, Merrick, Polk, Saunders, Seward, Thayer, Webster, and York desire to enter into a cooperative law enforcement effort; and

WHEREAS, the various counties, communities, and agencies within those jurisdictions desire to make the most efficient use of the power by enabling them to cooperate with other localities on a basis of mutual advantage and thereby to provide services and facilities in a manner pursuant to forms of governmental organization that will accord best with geographic, economic, population, and other factors; and

WHEREAS, an interlocal agreement, consistent with Nebraska Revised Statutes 13-801 et.seq., would be in the best interest of all participating agencies; and

WHEREAS, the agencies desire to enter into a written interlocal agreement for the purpose of carrying out the R.A.P. objectives.

BE IT RESOLVED THAT:

The City of Milford authorizes Chief Forrest Siebken to enter the City of Milford into an interlocal agreement for joint and cooperative action pursuant to the provisions of Section 13-801 through 13-807 of Nebraska Revised Statutes. The interlocal agreement shall be for the strict administration of the R.A.P. project and all funds allocated by the RAP members. Further, this interlocal agreement shall not establish a separate legal entity, rather as a joint and cooperative undertaking between public agencies i.e. state, county, city and village. (Nebraska Revised Statute 13-801)

Amount of match dollars allocated by the City of Milford for the 2013- 2014 grant period (RAP 23) will be \$1617.00. (2012 census 2,156 x \$0.75)

Upon roll call vote as follows: Kral yes, Baker yes, Heckman yes, Fortune yes. Motion carried.

Dated this 3rd day of December, 2013.

City Clerk

Mayor

(SEAL)

NEW BUSINESS:

Council Assignments: With no request for change, Mayor Bruha recommended leaving the Council assignments the same for another year. A motion was made by Heckman and seconded by Fortune to accept the council assignments as presented. Roll call vote: Heckman yes, Fortune yes, Baker yes, Kral yes. Baker wanted it noted for the record that he had agreed 2 years ago to be on the Webermeier Scholarship Committee for 1 year; he will graciously accept another appointment to serve on this committee. Motion carried.

Election of Officers: A motion was made by Heckman to nominate Jeff Baker as President of Council seconded by Fortune. Roll call vote: Heckman yes, Fortune yes, Baker yes, Kral yes. Motion carried.

A motion was made by Fortune to nominate Dan Kral as Acting President of Council seconded by Heckman. Roll call vote: Fortune yes, Heckman yes, Baker yes, Kral yes. Motion carried.

Appointments: A motion was made by Heckman and seconded by Fortune to approve the Mayor's recommendation to reappoint Forrest Siebken as the Chief of Police. Roll call vote: Heckman yes, Fortune yes, Baker yes, Kral yes. Motion carried.

A motion was made by Fortune and seconded by Kral to approve the Mayor's recommendation to reappoint Jeanne Hoggins as the City Clerk/Treasurer. Roll call vote: Fortune no, Kral yes, Baker yes, Heckman yes. Motion carried.

A motion was made by Heckman and seconded by Kral to approve the Mayor's recommendation to reappoint Mark Frey as the Maintenance Superintendent. Roll call vote: Heckman yes, Kral yes, Baker yes, Fortune yes. Motion carried.

A motion was made by Heckman and seconded by Kral to approve the Mayor's recommendation to reappoint Tracy Yeackley as the Deputy City Clerk. Roll call vote: Heckman yes, Kral yes, Baker yes, Fortune yes. Motion carried.

A motion was made by Heckman and seconded by Fortune to approve the Mayor's recommendation to reappoint Troy Johnston as the Street Superintendent. Roll call vote: Heckman yes, Fortune yes, Baker yes, Kral yes. Motion carried.

A motion was made by Fortune and seconded by Kral to approve the Mayor's recommendation to appoint Wendy Ross to the Recreation Board for a 3 year term starting January 1, 2014 and expiring December 31, 2016. Roll call vote: Fortune yes, Kral yes, Baker yes, Heckman yes. Motion carried.

Authorize Mayor's signature on Intergovernmental Agreement for Safe Drinking Water State Revolving Fund: The cost of the engineering fees was questioned and the application showed an estimate of \$20,000.00. The City of Milford was selected to receive \$15,000.00 thru the Drinking Water State Revolving Fund. A motion was made by Fortune and seconded by Kral to authorize the Mayor to sign the Intergovernmental Agreement for the Safe Drinking Water State Revolving Fund. Roll call vote: Fortune yes, Kral yes, Baker yes, Heckman yes. Motion carried.

Authorize Mayor to submit a letter to the State of NE, Dept of Roads District Engineer for repairs of Hwy 6 curve: Fortune asked Mayor Bruha to add to the letter where the State is on finishing the Hwy 6 project thru town. It used to be on the 1 – 10 year plan and has been removed. He is wondering why and if it can be put back on. A motion was made by Kral and seconded by Heckman to authorize the Mayor to submit a letter to the State of NE, Dept of Roads District Engineer to repair the curve on Hwy 6 thru town. Baker asked if we are going to do this again that the letter be drafted prior to the meeting for review. Roll call vote: Kral yes, Heckman yes, Baker yes, Fortune yes. Motion carried.

Discuss/Action on Insurance Coverage for Legion Equipment at Sr. Center: Kral reported that a list is being provided by Jim Eberly of the Legion gear. The Legion has checked with the State Dept. regarding a master policy and they do not have one to piggy back onto. Kral will be looking into a policy for the Legion equipment. The Legion is aware that the City has no coverage for their stored equipment. Heckman questioned the room that the guns are being stored in and if they shouldn't be in a gun safe. The guns are antique and the property of the Gov't. It was also questioned whether the Sr. Center is the best place to store the guns?

Water/Sewer Study – J.E.O.: Fortune has been communicating with Larry Jantze regarding developing the area north of the elementary school. He plans on starting the project this spring and it's time for the City to engineer the water and sewer to complete this project. A motion was made by Fortune and seconded by Baker to have Dave Henke with JEO draw up a proposal for the project. Roll call vote: Fortune yes, Baker yes, Heckman yes, Kral yes. Motion carried.

Approve Continuation Order, 2nd Semester, Webermeier Scholarships: A motion was made by Baker and seconded by Kral to award 23 scholarships in the amount of \$347.80 per recipient for the 2013-2014 school year. Roll call vote: Baker yes, Kral yes, Fortune yes, Heckman abstain. Motion carried.

Summer Ball Field Use at Welch Park: Sports Express has approached the Recreation Committee to use all 3 softball fields on Wednesday nights

this summer to host a 12 team softball league. They will play double-headers on all 3 fields. They have negotiated working the Concession Stand and guaranteeing a minimum of \$150.00 gross per week in lieu of paying field rental. The Recreation Board recommends approval of this agreement for 1 year. A motion was made by Baker and seconded by Fortune to allow Sports Express the use of the Welch Park Softball Fields on Wednesday nights as well as guaranteeing a \$150.00 minimum gross in concession stand sales. Roll call vote: Baker yes, Fortune yes, Heckman no, Kral yes. Motion carried.

Discuss/Action – Qtrly fee payment for HSA Accounts: As of January 1, 2014 Union Bank will be charging a quarterly fee of \$5.00 per employee for all HSA Accounts. The City has 11 employees participating; the fee would be \$55.00 per quarter. A motion was made by Baker and seconded by Kral to have the City pay the quarterly fee to Union Bank for the HSA Accounts. Roll call vote: Baker yes, Kral yes, Fortune yes, Heckman yes. Motion carried.

Hire Receptionist and set wage: A motion was made by Heckman and seconded by Fortune to hire Heather Wiles as the part time receptionist to replace Erica Pallas at \$9.00 per hour. Roll call vote: Heckman yes, Fortune yes, Baker yes, Kral yes. Motion carried.

Discuss/Action on City of Milford website Proposal: Matt Meierdierks has indicated he does not have the time to develop our website. Baker and Hoggins have been working together and researching other community's websites. David City's website was appealing and very user friendly. Hoggins contacted Ashley Cameron and a project planner was completed. Ashley presented a proposal of \$3,665.00 to create the City of Milford's website. Hoggins presented to the Mayor and Council a look at the work that Ashley Cameron has completed. She is very artistic and her sites are easy to get around on. A motion was made by Baker and seconded by Fortune to proceed with a website design thru Ashley Cameron for \$3,665.00. Roll call vote: Baker yes, Fortune yes, Heckman yes, Kral yes. Motion carried.

Thank you to the Maintenance Dept. for: repairing a water main in front of Marty and Sue Bakers home during a very cold night, putting up the Christmas Lights and the time and work put forth towards the Pool Project.

ADJOURNMENT: A motion was made by Heckman and seconded by Fortune to adjourn the meeting. Roll call vote: Heckman yes, Fortune yes, Baker yes, Kral yes. Motion carried and meeting adjourned at 8:53 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 December 3, 2013 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