

CITY OF MILFORD  
REGULAR MEETING  
DECEMBER 6, 2011  
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 6<sup>th</sup> day of December 2011 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 and City Clerk Jeanne Hoggins. Absent: Rick Fortune. Also present: Elaine Plessel, Bob Anderson, Bill Fuelling and Troy Johnston with JEO.

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 7:31 pm. 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 Library Meeting Room.

**MINUTES:** A motion was made by Baker and seconded by Kral to approve the minutes of the November 1, 2011 meeting. Roll call vote: Baker yes, Kral yes, Fortune absent, Heckman yes. Motion carried.

**PAYMENT OF BILLS:** A motion was made by Heckman and seconded by Kral that the following bills in the amount of \$58,730.36; Bond Principal of \$70,055.41; Bond Interest of \$3,184.49 and payroll in the amount of \$39,636.57 for a grand total of \$131,970.26 approved by the Auditing Committee be approved for payment. Roll call vote: Heckman yes, Kral yes, Baker yes, Fortune absent. Motion carried.

**SALARIES:**

|       |                   |         |
|-------|-------------------|---------|
| 52364 | Mark Frey         | 1485.30 |
| 52365 | Forrest K Siebken | 1359.11 |
| 52366 | Mavis Lynn Ferris | 67.98   |
| 52367 | Jeanne M. Hoggins | 1342.91 |
| 52368 | Gary Lee TeSelle  | 886.48  |
| 52369 | Robert L Hull     | 861.60  |

|       |                     |          |
|-------|---------------------|----------|
| 52370 | David R. Dahle      | 1113.81  |
| 52371 | George A. Matzen    | 677.16   |
| 52372 | Tracy L. Yeackley   | 749.54   |
| 52373 | Benjamin L. Rediger | 822.04   |
| 52374 | Craig Corder        | 1111.43  |
| 52375 | Jason Meyer         | 1099.05  |
| 52376 | Sean R Stahly       | 141.19   |
| 52377 | Sarah L Davis       | 90.64    |
| 52378 | Jillian K Boden     | 383.06   |
| 52379 | Lisa G Aschoff      | 621.06   |
| 52427 | Mark Frey           | 1485.30  |
| 52428 | Forrest K Siebken   | 1359.11  |
| 52429 | Mavis L Ferris      | 73.21    |
| 52430 | Jeanne M Hoggins    | 1342.91  |
| 52431 | Gary L TeSelle      | 775.99   |
| 52432 | Robert L Hull       | 1038.01  |
| 52433 | David R Dahle       | 1062.00  |
| 52434 | George A Matzen     | 748.91   |
| 52435 | Tracy L Yeackley    | 749.53   |
| 52436 | Benjamin L Rediger  | 800.92   |
| 52437 | Craig A Corder      | 1212.76  |
| 52438 | Jason D Meyer       | 996.61   |
| 52439 | Sean R Stahly       | 125.50   |
| 52440 | Sarah L Davis       | 124.83   |
| 52441 | Jillian K Boden     | 303.81   |
| 52442 | Lisa G Aschoff      | 582.66   |
| 52443 | Erica Pallas        | 303.49   |
| 52460 | Mark Frey           | 1,485.30 |
| 52461 | Forrest K Siebken   | 1,359.11 |
| 52462 | Mavis L Ferris      | 87.16    |
| 52463 | Jeanne M Hoggins    | 1,342.91 |
| 52464 | Gary L TeSelle      | 740.95   |
| 52465 | Robert L Hull       | 1,042.35 |
| 52466 | David R Dahle       | 1,144.57 |
| 52467 | George A Matzen     | 641.28   |
| 52468 | Tracy L Yeackley    | 749.54   |
| 52469 | Benjamin L Rediger  | 932.69   |
| 52470 | Craig A Corder      | 1,263.43 |
| 52471 | Jason D Meyer       | 1041.68  |
| 52472 | Sean R Stahly       | 97.61    |
| 52473 | Sarah L Davis       | 88.92    |

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|----------------------|---|---------|
| 52474                | Jillian K Boden                                   | 230.21  |
| 52475                | Lisa G Aschoff                                    | 468.64  |
| 52476                | Erica L Pallas                                    | 266.73  |
| 52455                | Ricky Gene Fortune                                | 141.52  |
| 52456                | Dean Alan Bruha                                   | 188.70  |
| 52457                | Jeffrey M Baker                                   | 141.52  |
| 52458                | Jeff Lee Heckman                                  | 141.52  |
| 52459                | Dan V Kral  | 141.52  |
| <b>GENERAL FUND:</b> |   |         |
| 52354                | Eluterio Alaniz – WA/SW Deposit Refund            | 64.02   |
| 52355                | Guadalupe Briesens – WA/SW Deposit Refund         | 21.12   |
| 52356                | Robert Culpland – WA/SW Deposit Refund            | 52.10   |
| 52357                | Matthew Fiala – WA/SW Deposit Refund              | 1.82    |
| 52358                | Derrick Knolles – WA/SW Deposit Refund            | 27.03   |
| 52359                | Tyler Krieger – WA/SW Deposit Refund              | 71.13   |
| 52360                | Jerry Penry – WA/SW Deposit Refund                | 50.00   |
| 52361                | Mike Walinder – WA/SW Deposit Refund              | 48.92   |
| 52362                | Philip Webster – WA/SW Deposit Refund             | 26.36   |
| 52363                | US Postmaster – Utility Billing Postage           | 280.69  |
| 52380                | Ameritas Group – Pension, Pension X               | 1550.97 |
| 52381                | Union Bank – H.S.A.                               | 655.00  |
| 52382                | Aramark- Pants & Rags                             | 441.07  |
| 52383                | AT&T- Long Distance                               | 9.83    |
| 52384                | Black Hills Utility- Service for Oct.             | 190.84  |
| 52385                | Companion Life Dental- Dental Insurance           | 475.65  |
| 52386                | Companion Life Vision- Vision Insurance           | 19.73   |
| 52387                | Coventry Health Care- Health Insurance Dec 2011   | 6527.54 |
| 52388                | D & D Communications- 13 pagers                   | 4998.50 |
| 52389                | Data Technologies Inc- 2012 Summit                | 3947.09 |
| 52690                | Diode Communications- Service for Oct             | 55.22   |
| 52391                | Eakes Office Plus- Office Supplies                | 12.32   |
| 52392                | Ed Roehr Products- Taser cartridge                | 373.34  |
| 52393                | Emergancy Medical Prod.- Cylinder wrench          | 537.60  |
| 52394                | Farmers Coop- Fuel for Oct, tire repair, sea foam | 1290.32 |
| 52395                | G&P Development- Picnic shelter roof              | 81.67   |
| 52396                | Goldsmith Tree Service- Tree stump removal        | 330.00  |
| 52397                | Great Plains One Call Service- Locate Requests    | 21.68   |
| 52398                | John Deere Financial- Oil, Weed Eaters            | 1773.57 |
| 52399                | JR Welding- Bolt for Jaws                         | 12.00   |
| 52400                | Law Enforcement Systems- Forms                    | 50.00   |
| 52401                | Matheson Tri-Gas, Inc.- Oxygen & Del. Charge      | 470.21  |

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| 52402 | Midwest Radar & Equip.- Radar Certs               | 120.00  |
| 52403 | Milford Supermarket- Food                         | 162.16  |
| 52404 | Municipal Supply, Inc.-Ball Valve, nipple, gasket | 155.56  |
| 52405 | Mutual of Omaha Companies- Disability             | 30.24   |
| 52406 | NE Muniapl Clerks' Assoc.- Membership dues        | 25.00   |
| 52407 | Nebraska Motor Parts- Air filter, brake fluid     | 36.16   |
| 52408 | Nebraska Public Health- Coliform, EPA             | 641.00  |
| 52409 | NPPD- Service for Oct.                            | 5792.37 |
| 52410 | NEMSA- Dept. Membership                           | 340.00  |
| 52411 | Pizza Kitchen- Meals                              | 174.00  |
| 52412 | Plains Power& Equip.- Replace Shield              | 222.90  |
| 52413 | Powerplan- O-ring, Hose, Elbow, Lens, Switch      | 127.60  |
| 52414 | Roxanne Roth- Cleaning Services                   | 50.00   |
| 52415 | Sam's Club- Memeberships                          | 105.00  |
| 52416 | Sam's Club- Cleaning Supplies                     | 19.21   |
| 52417 | Servi-Tech Inc- Nitrogen analysis                 | 72.70   |
| 52418 | Seward Co. Public Power Dist- Wells 1& 2          | 553.79  |
| 52419 | Seward Co. Independent- Ads, water system sheets  | 237.43  |
| 52420 | Shell Fleet Plus- Fuel                            | 225.42  |
| 52421 | Sunrise Country Manor- October Meals              | 582.75  |
| 52422 | The Garbage Co.- Service for Oct.                 | 135.00  |
| 52423 | Uribe Refuse- Garbage Pick up                     | 37.00   |
| 52424 | Verizon Wireless- Cell Phone Service Oct.         | 102.80  |
| 52425 | Wergin's Lawn Service- Fertilize for Sr. Center   | 53.00   |
| 52426 | Windstream- October Service                       | 588.08  |
| 52444 | Ameritas- Pension                                 | 1635.56 |
| 52445 | Union Bank – H.S.A.                               | 655.00  |
| 52446 | Allied Insurance- Secretary Bond                  | 175.00  |
| 52447 | American Building Inspectors- Inspections Oct.    | 340.00  |
| 52448 | Fort Dearborn Life Insurance- Life Insurance      | 123.84  |
| 52449 | Shell Fleet Plus- Fuel                            | 29.14   |
| 52450 | Verizon Wireless- Cell Phones                     | 92.68   |
| 52451 | Zoll Medical Corp- ½ Deductible Defibulator       | 250.00  |
| 52452 | Aflac- Dis, Cancer, Acc, Suppl                    | 614.14  |
| 52453 | Companion Life Dental – Dental Insurance          | 571.55  |
| 52454 | Companion Life Vision – Vision Insurance          | 22.17   |
| 52477 | Ameritas Group – Pension                          | 1635.56 |
| 52478 | Union Bank-HAS                                    | 655.00  |
| 52479 | Sandra Briesens – WA/SW Deposit Refund            | 18.68   |
| 52480 | Dan Friedli – WA/SW Deposit Refund                | 75.00   |
| 52481 | Tim Gilman – WA/SW Deposit Refund                 | 14.89   |

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|-------|---|---------|
| 52482 | Juan Morales – WA/SW Deposit Refund                 | 26.67   |
| 52483 | Robert O’Neil – WA/SW Deposit Refund                | 52.52   |
| 52484 | Diana Schweitzer – WA/SW Deposit Refund             | 75.00   |
| 52485 | US Postmaster – Utility Billing Postage             | 178.62  |
| 52486 | VOID  |         |
| 52487 | Baker & Taylor – Books                              | 376.29  |
| 52488 | Blevens Law Office – Legal Services                 | 350.00  |
| 52489 | Card Service Center – Employee Handbook Guide       | 57.85   |
| 52490 | City of Milford (Petty Cash) – Postage, Light bulbs | 38.88   |
| 52491 | Culligan Water – Drinking Water, Soft Water         | 102.10  |
| 52492 | Earl Carter Lumber – Repair Overhead Doors          | 245.02  |
| 52493 | Gale – Large Print Books                            | 211.89  |
| 52494 | George Matzen – Toner, Books & Movies               | 389.71  |
| 52495 | GreatAmerica Leasing – Meter Rent                   | 80.00   |
| 52496 | Heiman Inc – Thermal Imager Strap Kit               | 170.48  |
| 52497 | Ikon Office Solution – Meter Rent 11/4-12/3/11      | 196.88  |
| 52498 | InsureNebraska – Jeanne Bond Renewal                | 450.00  |
| 52499 | Kremer Electric – Sensor, Labor, Signal Lights      | 995.34  |
| 52500 | Lincoln Journal Star – Subscription                 | 189.60  |
| 52501 | Martin Excavating – 7 <sup>th</sup> Street Drainage | 2400.00 |
| 52502 | Milford School Dist – Parking Fines                 | 35.00   |
| 52503 | Mrs Wayne Roth – Cake                               | 20.00   |
| 52504 | Nebraska Supreme Court – Statutes, Suppl            | 246.90  |
| 52505 | NMC – Work on 2106 Engine/Cylin                     | 4305.06 |
| 52506 | Office Depot – CD/DVD Labels, Refills               | 76.38   |
| 52507 | Pizza Kitchen – Veterans Day Meal                   | 295.54  |
| 52508 | Robert Boshart – Hotel, Mileage, Conference         | 371.34  |
| 52509 | Roxanne Roth – Cleaning Services                    | 50.00   |
| 52510 | Sack Lumber – Nails, Joint Hangers                  | 36.03   |
| 52511 | Shell Fleet Plus – Fuel Expense                     | 745.35  |
| 52512 | Union Bank – Gary TeSelle Acct, Medicare Part D     | 431.50  |
| 52513 | Verizon Wireless – Well Control Monitor             | 43.01   |
| 52514 | Voss Lighting – Lights                              | 82.80   |
| 52515 | Walmart – Staples, Binders, Batteries               | 71.67   |
| 52516 | Windstream – Sewer Plant Phone, Sr Center Phone     | 139.75  |

**REPORTS OF OFFICERS, BOARDS AND COMMITTEES:** Written reports received were Milford Housing Authority minutes for November 10, 2011; Milford Aging Services Commission minutes for November 22, 2011; Pool Board minutes for November 3, 2011 and November 30, 2011; Police Dept. activity report for October and November 2011. Baker – everything is ready in the Park for the lights to be installed. There was an error in

ordering and the poles have been reordered in black as a RUSH. We still have an issue with the elevator at the Sr. Center and the original installer will be contacted. New sirens should be installed in the next couple of weeks.

Larry Jantze arrived.

Kral reported 12 rescue calls and 2 fire calls last month. Frey – streets have been swept and started tarring then the snow came. The head gasket was repaired on the maintainer as well as a hydraulic cylinder on the front end loader. Heckman – everything going well at the Library. Heckman requested a special meeting of the Council to have JEO come out and present the figures on the Pool Improvement project. It was agreed to have a special meeting on Monday, December 12<sup>th</sup> at 5:00 pm.

**COMMUNICATIONS:** \*Sales tax received for the month of September 2011 in the amount of \$15,970.12. \*NPPD 3<sup>rd</sup> Quarter 2011 lease agreement payment received in the amount of \$65,508.14. \*Zito Media - notification of rate increase as of January 1, 2012.

**UNFINISHED BUSINESS:**

**Discuss Zoning Violations – Robert Anderson:** Mayor Bruha updated everyone on the concern that was brought to the Council last month by Robert Anderson. The Dairy Queen should've applied for a conditional use permit for their drive-thru. Mayor Bruha turned the floor over to Building Official Bill Fuelling. Bill noted that it was simply overlooked and they will need to be notified to apply for the conditional use permit and it will be presented to the Planning and Zoning. Bill will also be e-mailing a flow chart to the City Office so this type of incident will not be missed in the future. Anderson asked the Council what they would be prepared to do if changes were requested. Mayor Bruha noted that they would have to follow thru with any recommendations made by the Planning and Zoning Commission as deemed necessary.

**Payment/Stipend for Kathy Ruzicka:** Discussion was held last month regarding the time Kathy Ruzicka spent working at the Milford Sr. Center between managers. Baker tracked her hours and reported 2-3 hours per day, before and after her regular hours along with assistance during the lunch hour. She worked a total of 45 hours. Last month Baker mentioned possibly paying her \$500.00 as a contracted amount. Kathy has no objection to receiving the funds and is not demanding payment. Kral mentioned it would be nice to compensate her for the extra duties if there is money in the budget. Blevens suggested submitting a claim for her services. Baker will take care of that. A motion was made by Baker and seconded by Kral to authorize payment to Kathy Ruzicka in the amount of \$500.00 for the purpose of Sr. Center Manager duties in the interim of managers. Roll call vote: Baker yes, Kral yes, Heckman yes, Fortune absent. Motion carried.

## **NEW BUSINESS:**

**Review/Update One & Six Year Plan Program – Troy Johnston:** Mr. Johnston mentioned the last time he was out there was discussion of alley improvements. There were 6 different alleys that had been prioritized by Mayor Bruha. Mr. Johnston needs to know if the interest is still there to add these alleys to the One & Six Year Plan. He also mentioned to keep in mind the amount of underground utilities. (Sanitary sewer, gas etc..., power looked like it was mostly overhead). The Council agreed to have the alleys placed on the One & Six Year plan along with Oak Ave. between F Street and Oak Circle West as well as Welch Park Rd north of the Hwy. These projects can be listed but the City is not committed to start on them right away. Mr. Johnston will prepare the documents for the Public Hearing on the One & Six Year Plan to be held in February.

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

A motion was made by Kral and seconded by Heckman to approve the Mayor's recommendation to reappoint Jeanne Hoggins as City Clerk/Treasurer. Roll call vote: Kral yes, Heckman yes, Baker yes, Fortune absent. Motion carried.

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

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

**Council Assignments:** Discussion was held regarding Baker and Mayor Bruha sharing responsibilities on the Webermeier Scholarship Committee. All other assignment will remain the same. A motion was made by Baker and seconded by Heckman to approve the Council assignments recommended by Mayor Bruha. Roll call vote: Baker yes, Heckman yes, Fortune absent, Kral yes. Motion carried.

**Election of Officers:** A motion was made by Baker and seconded by Kral to approve the Mayor's recommendation of Jeff Heckman as President of Council and Dan Kral as Acting President of Council. Roll call vote: Baker yes, Kral yes, Fortune absent, Heckman yes.

**Continuation Order 2<sup>nd</sup> Semester – Webermeier Scholarships:** A motion was made by Heckman and seconded by Kral to approve 23 scholarships for

the 2<sup>nd</sup> semester of the 2011-2012 school year in the amount of \$391.30 per recipient. Roll call vote: Heckman yes, Kral yes, Baker yes, Fortune absent. Motion carried.

**Assign project manager for sirens:** Baker explained that the Council needs to assign a project manager to be on site and inspect the final product after the sirens are installed. This person will have the authority to sign off on the working condition of the sirens so a special Council meeting will not need to be scheduled. A motion was made by Heckman and seconded by Baker to assign Mark Frey as the Project Manager for the installation of the sirens. Roll call vote: Heckman yes, Baker yes, Fortune absent, Kral yes. Motion carried.

**Council Compensation:** Mayor Bruha explained that it has been some time since the last wage increase for the Mayor and Council. He would like to suggest a comparability study with other communities our size if the board is receptive to the idea. There is more involvement as a board member than one realizes. It would be nice to have some compensation for the amount of time it takes away from family. A study will be conducted for next months meeting but the increase in wages if approved will not take effect until the next election cycle.

**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 8:25 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 December 6, 2011 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