

CITY OF MILFORD  
REGULAR MEETING  
MAY 2, 2017  
MINUTES

A regular meeting of the Mayor and Council of the City of Milford, Nebraska was held at the Sr. Center Building in said City on the 2<sup>nd</sup> day of May 2017 at 6:30 pm. Present were: Mayor Nick Glanzer; Council members: Jeff Baker, Scott Bashore, Patrick Kelley, Dan Kral; Attorney Krista Carlson; Chief of Police Forrest Siebken; Maintenance Supt. Gary TeSelle and City Clerk Jeanne Hoggins. Also present: Jonathan Jank, Greg Dynek with Bluestem Fiber, Erica Pallas, Karen Mundhenke, Bob Boshart, Roger Wittrock, Dean Bruha 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 Nick Glanzer called the meeting to order at 6:30 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 at the Sr. Center.

**MINUTES:** A motion was made by Baker and seconded by Kelley to approve the minutes of the April 4, 2017 meeting. Roll call vote: Baker yes, Kelley yes, Bashore yes, Kral yes. Motion carried.

A motion was made by Bashore and seconded by Kral to approve the minutes of the April 10, 2017 meeting. Roll call vote: Bashore yes, Kral yes, Baker yes, Kelley yes. Motion carried.

**PAYMENT OF BILLS:** A motion was made by Kral and seconded by Kelley that the following accounts payable bills in the amount of \$113,322.39; payroll in the amount of \$26,445.66; totaling \$139,768.05 approved by the Auditing Committee be approved for payment. Roll call vote: Kral yes, Kelley yes, Baker yes, Bashore yes. Motion carried.

**SALARIES:**

62813	Mark Frey	337.38
62814	Forrest Siebken	1419.33
62815	Kendall Hoggins	1123.61

62816	Mavis Ferris	93.50
62817	Jeanne Hoggins	1386.76
62818	Gary TeSelle	982.62
62819	Robert Hull	882.05
62820	George Matzen	787.73
62821	Benjamin Rediger	990.28
62822	Craig Corder	36.94
62823	Erica Pallas	849.99
62824	Scott McNeil	878.67
62825	Sarah Long	187.00
62826	Craig Carritt	20.77
62827	Shannon Stone	329.98
62828	Jason Brownell	359.80
62829	Lewis Barker	1099.68
62830	Travis Fougeron	952.89
62831	Corrin Bashore	141.29
62832	Kyhana Barnes	133.97
62833	Sandra Shaw	671.45
62837	Benjamin Rediger	48.90
62842	Mark Frey	622.60
62843	Forrest Siebken	1419.33
62844	Kendall Hoggins	1137.92
62845	Mavis Ferris	105.98
62846	Jeanne Hoggins	1386.76
62847	Gary TeSelle	982.62
62848	Robert Hull	882.05
62849	George Matzen	787.73
62850	Benjamin Rediger	1028.64
62851	Erica Pallas	882.45
62852	Scott McNeil	878.67
62853	Sarah Long	535.63
62854	Craig Carritt	18.70
62855	Shannon Stone	329.98
62856	Jason Brownell	359.80
62857	Lewis Barker	1134.42
62858	Travis Fougeron	1002.82
62859	Corrina Bashore	116.36
62860	Kyhana Barnes	155.60
62861	Sandra Shaw	718.45
62865	Jeffrey Baker	138.52
62866	Dan V. Kral	138.52

62867	Scott Bashore	138.52
62868	Patrick Kelley	138.52
62869	Nicholas Glanzer	184.70

**GENERAL FUND:**

62768	LORI JOHNSON	U/B DEPOSIT REFUND	\$75.00
62769	CHARLES KEENAN	U/B DEPOSIT REFUND	\$75.00
62770	DANIEL MUETING	U/B DEPOSIT REFUND	\$54.19
62771	MISTY SIMPSON	U/B DEPOSIT REFUND	\$28.37
62772	ROSE WECKER	U/B DEPOSIT REFUND	\$65.71
62773	U.S.POSTMASTER	UTILITY BILLING POSTAGE	\$196.53
62774	AT&T	LIBRARY-LONG DISTANCE	\$26.77
62775	BLACK HILLS ENERGY	SERVICE FOR MARCH	\$658.10
62776	BOB'S AUTOMOTIVE	UNIT #60 REPAIRS	\$595.05
62777	BSN SPORTS INC	CATCHERS GEAR & BALL BAG	\$136.19
62778	CALIFORNIA CONTRACTORS	TOOLS SHOP SEWER	\$284.70
62779	CANON FINANCIAL SERVICES	CONTRACT CHARGE	\$254.00
62780	CANON SOLUTIONS AMERICA	MAINT BASE & COPIES	\$136.83
62781	CARLSON WEST POVONDRA	SERVICES THRU 3/29/17	\$1,613.30
62782	COLIN ELECTRIC MOTOR SERVICE	LIFT PUMP REBUILD	\$3,034.92
62783	CONCRETE WORKS, INC	CROSSWALK 1ST & BST.	\$9,278.00
62784	CULLIGAN WATER CONDITIONING	B/W, COOLER RENT	\$178.45
62785	FARMERS COOPERATIVE	FUEL	\$1,045.38
62786	FASTENAL COMPANY	SIGN BOLTS	\$45.68
62787	G & P DEVELOPMENT LANDFILL	LAGOON CLEAN UP	\$47.15
62788	GRAINGER,INC.	FLOW SWITCH	\$170.75
62789	JOHN DEERE FINANCIAL	SAW REPAIRS	\$238.87
62790	KENDALL HOGGINS	MILEAGE- ADA CLASS WISNER	\$127.87
62791	MATHESON TRI-GAS,INC	02 & AIR BOTTLE RENTAL	\$119.04
62792	MIDWEST AUTO PARTS	FILTERS & SERVICE SUPPLY	\$646.03
62793	MILFORD PLUMBING INC.	WATER LINE SHOP REPLACE	\$383.42
62794	MILFORD VALU RITE PHARMACY	SODIM CHLORIDE	\$41.76
62795	NEBRASKA PUBLIC POWER DISTRICT	SERVICE FOR MARCH	\$4,457.33
62796	ONE CALL CONCEPTS	22-ONE CALLS	\$22.35
62797	PAC-N-SAVE MILFORD	GROCERIES	\$100.58
62798	PIZZA KITCHEN	MARCH-BIRTHDAY MEAL	\$162.50
62799	POSITIVE PROMOTIONS	VOLUNTERR APPRECIATION WK.	\$105.65
62800	REDIGER AUTOMOTIVE	OIL CHANGE UNITS 1&2	\$86.34
62801	SEWARD COUNTY INDEPENDENT	2017 WATER REPORT	\$475.44
62802	SHELL FLEET PLUS	FUEL	\$209.35
62803	SUNRISE COUNTRY MANOR	MARCH MEALS	\$677.25
62804	TCA OUTDOOR POWER	MOWER PARTS	\$60.18
62805	TOOFAST SUPPLY	STRETCH WRAP	\$105.13
62806	VERIZON WIRELESS	CELLPHONES	\$99.09
62807	VERIZON WIRELESS	JET PACKS	\$50.08

62808	VERIZON WIRELESS-P	BUILDING INSP. CELL	\$112.58
62809	WASTE CONNECTIONS OF NEBRASKA	TRASH SERVICE	\$124.02
62810	WERGIN'S LAWN SERVICE	FERTILIZER & PRE-EMERGENT	\$1,106.00
62811	WINDSTREAM NEBRASKA INC	PHONE/INET FOR MARCH	\$417.31
62812	WOLFE, SNOWDEN,HURD,LUERS, &	LEGAL SERVICE FOR MARCH	\$1,226.75
62834	RETIREMENT PLANS DIVISION	PENSION-133011	\$2,032.89
2085018	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	\$4,500.84
2085020	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	\$8.10
62835	KANSAS PAYMENT CENTER	CHILD SUPPORT	\$177.23
2085019	NE DEPT OF REVENUE	STATE TAX	\$560.97
62836	UNION BANK	HSA	\$1,007.50
62838	AFLAC	SUPPLEMENTAL INSURANCE	\$342.61
62839	FEDERATED HEALTH INSURANCE	HEALTH,DENTAL,LIFE MAY 2017	\$9,395.14
62840	SHELL FLEET PLUS	FUEL EXPENSE	\$532.64
62841	VERIZON WIRELESS	WELL CONTROL MONITOR	\$40.01
62862	RETIREMENT PLANS DIVISION	PENSION-133011	\$2,032.89
2085021	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	\$4,727.50
2085023	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	\$122.44
62863	KANSAS PAYMENT CENTER	CHILD SUPPORT	\$177.23
2085022	NE DEPT OF REVENUE	STATE TAX	\$585.93
62864	UNION BANK	HSA	\$1,007.50
62870	AMERICAN LEGION POST 171	FLAGS	\$152.05
62871	ARAMARK	PANTS & RAGS	\$395.29
62872	BAKER & TAYLOR	BOOKS	\$408.37
62873	BARCO MUNICIPAL PRODUCTS, INC.	10- NO PARKING CONE SIGNS	\$221.21
62874	BLUE RIVER TRANSMISSIONS	UNIT 95 REPAIRS	\$2,981.95
62875	BROWNELLS, INC	REPLACEMENT SIGN FOR 42'S GUN	\$125.75
62876	BSN SPORTS INC	BATTING TEE	\$20.49
62877	CARD SERVICE CENTER	TEMP. POWER BOX	\$1,534.53
62878	CARD SERVICE CENTER-JM	NEMSA CONF. HOTEL & MEAL	\$1,461.58
62879	CASH-WA DISTRIBUTING	CHEESE SAUCE FOR POTATO BAKE	\$42.63
62880	PETTY CASH	SUPPLIES	\$47.59
62881	COLIN ELECTRIC MOTOR SERVICE	SERVICE LIFT PUMP @ SEWERPLANT	\$1,951.07
62882	CONCRETE WORKS, INC	1ST&B ST, ADA SIDEWALK,BRICKWO	\$24,765.00
62883	ERICA PALLAS	MILEAGE TO SEWARD & LINCOLN	\$39.59
62884	FUTURE TECHNOLOGIES	INTERNET SERVICE	\$35.27
62885	HAWKINS INC.	TREATMENT CHEMICALS	\$2,204.38
62886	JEO CONSULTING GROUP, INC.	GIS MAP/WATER SYSTEM	\$21,990.00
62887	MID AMERICA RECYCLING	IMPROVMTS	\$41.75
62888	MILFORD A/C & APPLIANCE, INC.	RECYCLING SERVICES FOR MARCH	\$270.00
62889	MILFORD SCHOOL DIST. #5	SERVICE & REPAIR A/C& FURNACE	\$810.00
62890	NEBRASKA PUBLIC HEALTH	LIQUOR LIC.	\$204.00
62891	NEENAH FOUNDRY CO	13-WATER TESTS	\$668.00
		2-MANHOLE COVERS & RINGS	

62892	REIMERS KAUFMAN CONCRETE PROD	MARBLE DUST & DROP CHARGE	\$375.26
62893	SAM'S CLUB	FOOD	\$80.65
62894	SEWARD CO PUBLIC POWER DIST.	WELLS 1&2	\$432.69
62895	TOOFAST SUPPLY	EARPLUGS, SAFETY GLASSES	\$90.45
62896	TVRDY'S LOCK & KEY	RE-KEY BLDG	\$1,527.45
62897	GARY TESELLE	GARY TESELLE ACCT#5562939	\$400.00
62898	UNION BANK & TRUST COMPANY	1ST QUARTER HSA FEES	\$42.00
62899	WALMART COMMUNITY BRC	FOOD	\$349.71
62900	WINDSTREAM NEBRASKA INC	PHONE/INET SERVICE APRIL	\$237.67
62901	ZITO MEDIA	H.D.T.V.	\$21.09
	PAYROLL CHECKS ON 4/17/2017		\$13,714.59
	PAYROLL CHECKS ON 5/01/2017		\$15,225.29
	NE DEPT OF REVENUE	APRIL SALES TAX	\$1,689.39
	PEPSI	INITIAL POP ORDER FOR SEASON	\$1,804.90
	***** REPORT TOTAL *****		\$152,768.05

**REPORTS OF OFFICERS, BOARDS AND COMMITTEES:** Written reports received: Milford Aging Services Commission minutes from April 25, 2017; Pool Board minutes from April 17, 2017; Library Report; Website overview for April 2017; Building Inspector report for April 2017; Police Activity Report for April 2017. Baker – Welcomed everyone to the Sr. Center and encouraged a tour of the remodeled facility after the meeting. Kral – 3 Fire calls – 2 structures and 1 hay bale. 23 Rescue calls: 20 in Milford & 3 in P.D. TeSelle ordered no parking signs for First Street, additional parking available at Welch Park. May is a busy month preparing for Memorial Day but everything is going well. Chief Siebken – cruiser has been repaired. Officer Hull is back to work 10 days after incident. E911 Board did not meet in April. Chief will be involved in the budget discussion. Bashore – Library report submitted. Well project is moving along. The design phase is at 30%. Kelley – Uniform handout is tomorrow; soccer Saturday morning is going well. Pool scheduled to open May 28<sup>th</sup>, guards have all been hired, and some are still working on obtaining their certification. Drug testing policy has been implemented. The Cemetery is being prepared for Memorial Day.

**COMMUNICATIONS:** \*Sales tax received for the month of February 2017 in the amount of \$12,813.94. \*Black Hills Energy of NE Annual Franchise Tax received in the amount of \$13,708.44.

**NEW BUSINESS:**

**Discuss/Action – Bluestem Fiber contract:** Krista worked with Bluestem Fiber and NPPD to finalize the contract. Kral noted a concern on page 3 with reference to abandoning equipment on top of the water tower if services with Bluestem Fiber were to end. The City employees should not be responsible to remove equipment from the top of the water tower. A 30 day

notice will be required for equipment removal or maintenance to the tower. A motion was made by Kral and seconded by Bashore to approve the contract with changes noted. Discussion: Baker questioned how often the agreement should be revisited. Kelley was just contacted by another company offering internet service in town and was told they would pay much more than Bluestem Fiber is paying to place equipment on the water tower. The council decided to revisit the terms of the contract regarding negotiating payment for placement of equipment on the water tower every 2 years starting October 1, 2017. Kral amended his motion to include the revision of negotiating terms, second by Bashore. Krista will make the changes to the contract as discussed and agreed upon. Roll call vote: Kral yes, Bashore yes, Baker yes, Kelley yes. Motion carried.

Mayor Glanzer moved to item 8.c.

**Amend Ordinance No. 838 – Lower speed limit on Fairway Dr.:** Kral received a request from the neighbors living along Fairway Dr. to mirror the speed limit on D Street during the summer months. Karen Mundhenke provided 21 signatures from residents along Fairway Dr. requesting the speed limit be reduced. Larger, more visible signs will be purchased. A motion was made by Kral and second by Kelley to introduce the following ordinance.

#### ORDINANCE NO. 912

AN ORDINANCE TO AMMEND ARTICLE 3, SECTION 5-303 OF THE MILFORD MUNICIPAL CODE RELATING TO SPEED LIMITS; TO PRESCRIBE THE TIME THIS ORDINANCE SHALL BE IN FORCE AND TAKE EFFECT. (See Ordinance Record)

**Discuss/Action – Update Employee Handbook:** Melanie Whittamore-Mantzios with Wolf, Snowden... made revisions to the employee handbook and the Council was provided with a red line copy noting changes. A motion was made by Kral to approve the employee handbook as submitted. Motion died for lack of second. Discussion was held relating to areas of: Approval of O.T. at the Dept. Heads discretion, employees being paid 2 hours when called out to work during evenings/weekends and the new drug screening policy. Gary asked the Council to consider O.T. pay when employees are called out to work during holidays. A motion was made by Bashore and second by Kral to table the item for further discussion of the employee handbook until the June meeting. Roll call vote: Bashore yes, Kral yes, Baker yes, Kelley yes. Motion carried.

**Discuss/Action – Hire part-time receptionist and set wage:** Clerk Hoggins made a recommendation to hire Amy Salistean as the part-time receptionist working 8:30 am to 3:00 pm, with an hour lunch, at an hourly rate of \$11.00. We added 1 hour per day to this position. A motion was

made by Bashore and second by Baker to approve hiring Amy Salistean as recommended. Roll call vote: Bashore yes, Baker yes, Kelley yes, Kral yes. Motion carried.

**ADJOURNMENT:** A motion was made by Kral and seconded by Kelley to adjourn the meeting. Roll call vote: Kral yes, Kelley yes, Baker yes, Bashore yes. Motion carried and meeting adjourned at 7:38 pm.

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Jeanne Hoggins, City Clerk

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Nick Glanzer, 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 2, 2017 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