

CITY OF MILFORD
REGULAR MEETING
OCTOBER 4, 2016
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 4th day of October 2016 at 7:30 pm. Present were: Mayor Dean A. Bruha; Council members: Jeff Baker, Rick Fortune, Jeff Heckman, Dan Kral; Attorney Krista Carlson; Maintenance Supt. Gary TeSelle; Library Director George Matzen and City Clerk Jeanne Hoggins. Also present: Patrick Kelley, Dane Simonsen, Troy Johnston, Dave Henke, Chrissy Matzen, Warren Brayton, Craig Vynalek, Jonathan Jank, Jon Truell 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 7:31 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 west wall of the Webermeier Library Meeting Room.

MINUTES: A motion was made by Fortune and seconded by Kral to approve the minutes of the September 13, 2016 meeting. Roll call vote: Fortune yes, Kral yes, Baker yes, Heckman yes. Motion carried.

PAYMENT OF BILLS: A motion was made by Kral and seconded by Heckman that the following accounts payable bills in the amount of \$198,487.17; payroll in the amount of \$29,866.06; Bond Principal and Interest in the amount of \$425,544.64 totaling \$653,897.87 approved by the Auditing Committee be approved for payment. Roll call vote: Kral yes, Heckman yes, Baker yes, Fortune yes. Motion carried.

SALARIES:

61690	Mark Frey	384.70
61691	Forrest Siebken	1424.49
61692	Kendall Hoggins	1061.68
61693	Mavis L. Ferris	56.10

61694	Jeanne Hoggins	1350.67
61695	Gary L. TeSelle	934.08
61696	Robert L. Hull	1153.44
61697	George Matzen	771.75
61698	Jenna Filbert	324.71
61699	Benjamin Rediger	998.70
61700	Erica L. Pallas	851.29
61701	Scott McNeil	939.68
61702	Sarah M. Long	116.36
61703	Craig Carritt	12.46
61704	Shannon Stone	329.72
61705	Brenda Kalnins	414.13
61706	Jason Brownell	359.37
61707	Lewis D. Barker	1179.66
61708	Nancy J. Buchli	531.03
61709	Travis Fougeron	951.77
61710	Janet A. Bacon	137.14
61774	Mark Frey	650.56
61775	Forrest Siebken	1424.49
61776	Kendall Hoggins	1114.30
61777	Mavis L. Ferris	41.56
61778	Jeanne Hoggins	1350.67
61779	Gary L. TeSelle	934.08
61780	Robert L. Hull	887.83
61781	George Matzen	771.75
61782	Jenna Filbert	463.77
61783	Benjamin Rediger	1001.82
61784	Erica L. Pallas	843.59
61785	Scott McNeil	886.60
61786	Sarah M. Long	191.17
61787	Craig Carritt	16.62
61788	Shannon Stone	329.72
61789	Brenda Kalnins	472.07
61790	Jason Brownell	359.37
61791	Lewis D. Barker	1088.27
61792	Nancy J. Buchli	608.41
61793	Travis Fougeron	945.96
61797	Ricky Fortune	138.52
61798	Dean Bruha	184.70
61799	Jeffrey Baker	138.52
61800	Dan Kral	133.52

GENERAL FUND:

61617	Tiffany Fougeron-WA/SW Deposit Refund	75.00
61618	Zack McCaslin-WA/SW Deposit Refund	55.58
61619	U.S. Postmaster-Utility Billing Postage	259.91
61711	Ameritas-Pension/Retirement	2051.49
61712	Kansas Payment Center-Child Support	177.23
61713	Union Bank-HSA Account	949.00
61714	AFLAC-Cancer, Dis, Supple, Accident Ins.	380.83
61715	Antonio Gonzalez-Umpires-Fall S.B. League	105.00
61716	Aramark-Pants & Rags	302.35
61717	Baker & Taylor-Books	9.59
61718	Black Hills Energy-Utilities for August	165.92
61720	Canon Financial Services-Contract Charge	254.00
61721	Canon Solutions America-Copies & Maint. Base	136.47
61722	Cash-Wa-6" Foam Plates	39.50
61723	Central Management Group-Exterior Library Painting	4183.70
61725	Creative Services-Crime Prevention Material	164.95
61726	David Ideus-Umpires-Fall S.B. League	105.00
61727	Dylan Penas-Umpires-Fall S.B. League	105.00
61728	Eakes Office Solutions-Binders, Toner, Paper	327.23
61729	Erica Pallas-Mileage to Sam's for Supplies	29-16
61730	Farmers Cooperative-Fuel, Tire Replacement	1384.72
61731	Feld Fire-SCBA Cylinders & Hose Couplers	19978.50
61732	First Wireless-Pagers	812.00
61733	Hawkins Inc.-Treatment Chemical, Chemical Pump	2251.61
61734	JEO Consulting Group-Map Updates	1050.00
61735	John Deere Financial-Parts	34.99
61736	Kelly Supply Company-Plumbing Supplies	166.03
61737	Leggette, Brashears & Graham-Well Field Evaluation	600.00
61738	Marvin E Jewell & Co.-Budget Prep 2016-2017	6600.00
61739	Matheson Tri-Gas, Inc.-02 & Air Bottle Rent	119.04
61740	Menards-Paint for Concessions	287.55
61741	Mid America Recycling-Recycling Fees for August	37.00
61742	Midwest Auto Parts-Tools, Keys, Mower Repairs	200.75
61743	Mike Roth-Mechanical Inspections	180.00
61744	Milford Fire & Rescue-Advanced Airway Training	820.00
61745	Municipal Supply, Inc.-Curb Stop Repair	64.48
61746	National Patent Analytical Systems-Breath Tube	126.12
61747	NE Dept. of Revenue-Waste & Recycling Fee	25.00
61748	NPPD-Utilities for August	6241.91
61749	Northern Lawn & Underground-Sprinkler Repair	1658.22

61750	NSA/Poan Conference	125.00
61751	One Call Concepts-Locates	46.05
61752	Pac-N-Save-Supplies, Food, Food Fundraiser	265.25
61753	Pizza Kitchen-Birthday Meals, Potato Bake Fundraiser	231.16
61754	Recyclelink-Recycle Pickup July/October	36.00
61755	Sam's Club-Candy	95.78
61756	Seward County Independent-Legals, Minutes, Notice	379.30
61757	Shell Fleet Plus-Fuel	229.47
61758	Shell Fleet Plus-Gas Shuttle Car	23.44
61759	Sunrise Country Manor-August Meals	530.25
61760	TooFast Supply-Self Leveling Sealant	364.00
61761	Verizon Wireless-Cell Phones	99.10
61762	Verizon Wireless-Jet Pack	50.08
61763	Verizon Wireless-Building Insp.-Cell/Dept. Cell	135.56
61764	Verizon Wireless-Well Control Monitor	40.01
61765	Waste Connections of Nebraska-Trash Service	118.11
61766	Wergins's Lawn Service-Fertilizer	1106.00
61767	Windstream-Telephone Service for August	808.63
61768	Wolfe, Snowden, Hurd, Luers, & Ahl, LLP-Legal Ser	1249.50
61769	Zito Media-Station HD TV	5.09
61770	Stutzman Digging-Drainage between Building	15525.00
61771	Brett Meyer-Umpires-Fall S.B. League	105.00
61772	Shell Fleet Plus-Fuel Expense	856.81
61773	Concrete Works – P.O. & Fire St. sidewalk	14,000.00
61794	Ameritas – Pension/Retirement	2,051.49
61795	Kansas Payment Center-Child Support	177.23
61796	Union Bank-HSA Account	954.00
61801	Aloha Roth-Birthday Cake	45.00
61802	Baker & Taylor-Books	331.85
61803	Bethany Thompson-Cemetery Project	500.00
61804	Blue River Transmissions-Tanker Brakes	118.83
61805	Card Service Center-Postage, Stamps, Chemical Pum	2696.93
61806	Card Service Center-Office Supplies/Software	39.95
61807	Cash-WA Distributing-Foam Cups & Plastic Cups	121.70
61808	Central Management Group-Senior Center Remodel	40000.00
61809	City Petty Cash-Postage, Pizza, Stopwatch Battery	58.46
61810	Culligan Water-B/W & Cooler Rent	50.30
61811	D & D Communications-Pager & Radio Repair	812.00
61812	David Rockenbach-Musical Entertainment	50.00
61813	Dearborn National Life Insurance-Life Insurance	113.52
61814	Emergency Medical Products-Rescue Supplies	446.82

61815	Federated Health Ins.-Health & Dental Oct 2016	9395.14
61816	Feld Fire-Dual Pointer	220.00
61817	JEO Consulting Group-Welch Pk Road Improvement	2950.00
61818	Junior Library Guild-Books	794.40
61819	League of NE Municipalities-Membership Dues	719.00
61820	League of NE Municipalities-Membership Dues	3332.00
61821	Lincoln Journal Star-Newspaper Subscription	279.40
61822	Matheson Tri-Gas, Inc.-02 & Air Bottle Rental/Refill	646.39
61823	Menard's-Well House #6-Siding	876.99
61824	Midwest Medical Transport-Todd Bland Restitution	180.00
61825	Milford School Dist. #5-Parking Fines	60.00
61826	Nebraska Public Health-New Well Tests	4567.00
61827	NPPD-Service for September	2251.01
61828	Card Services-Hose for Temp Services	107.36
61829	Schaefer's-Kitchen Oven/Range	1568.00
61830	SEND-Membership Dues	1777.00
61831	Seward Co. Public Power Dist.-Wells 1 & 2	847.60
61832	State Treasurer of NE-Animal Lic. 10/1/15-09/30/16	202.99
61833	Union Bank-Gary TeSelle Act./Medicare Part D	450.43
61834	Uribe Refuse Services-Trash Service Aug/Sept.	139.00
61835	Vermeer High Plains-2016 Chipper BC	26870.00
61836	Walmart-Washer Fluid, Wiper Blades, Supplies, Food	242.36
61837	Windstream-Telephone Service September	472.59
61838	Zito Media-H.D. T.V.	5.09

REPORTS OF OFFICERS, BOARDS AND COMMITTEES: Written reports received: Milford Aging Services Committee minutes for September 27, 2016; Website overview for September 2016; Building Inspector report for September 2016; Library Monthly Report. Kral reported 17 rescue calls for September, 14 in Milford & 3 in Pleasant Dale; 1 Fire call. TeSelle – SEMA has cleaned up the lagoon site and access will now require a key. Baker – construction is ongoing at the Sr. Center. Meals are being served at the Fire Station and at Linden Village on Fridays. Jonathan Jank updated the Council on the SCC&DP happenings. Monthly reports are sent via email, Internal Audit completed, Communities are being contacted regarding the DTR project, Potential industrial site identified. Working on Leadership Application and the Board of Directors are working on a strategic plan. Hoggins – approximately 65 radio-read meters left to install.

COMMUNICATIONS: *Sales tax received for the month of July 2016 in the amount of \$20,197.18.

Mr. Truell was not present; Mayor Bruha adjusted the agenda accordingly:

NEW BUSINESS:

Discuss/Action – Public membership agreement with SCC&DP: The agreement is basically the same; we just changed the name and dates. A motion was made by Baker and seconded by Kral to authorize the Mayor to sign the public membership agreement with Seward County Chamber & Development Partnership. Roll call vote: Baker yes, Kral yes, Fortune yes, Heckman yes. Motion carried.

Discuss/Action – Funding Agreement with SCC&DP: A motion was made by Baker and seconded by Kral to authorize the Mayor to sign the funding agreement contributing \$10,000.00 to SCC&DP. Roll call vote: Baker yes, Kral yes, Fortune yes, Heckman yes. Motion carried.

UNFINISHED BUSINESS:

Finalize Tower Lease Agreement with Future Technologies: Minor changes were made to the agreement. A motion was made by Fortune and seconded by Heckman to accept the changes and authorize the Mayor to sign the lease agreement with Future Technologies. Roll call vote: Fortune yes, Heckman yes, Baker yes, Kral yes. Motion carried.

NEW BUSINESS:

Discuss/Action – Proposal for water tower access – TeSelle Family Investments: Larry TeSelle was not present, no action taken.

Discuss/Action – Drive-way concerns, Warren “Andy” Brayton: Andy presented his concern of patrons from Sheri’s Grill and Bar using his driveway. There have been numerous large vehicles that have tried to make the turn and end up running over the top of the concrete stairs and sidewalk. He is asking the Council for suggestions as the problem is in the City right-of-way. Discussion was held regarding his property lines and a suggestion was made to place a gate along his south and west property line deterring the use of the driveway. After further discussion it was suggested that Andy install a mailbox at the driveway with reflective tape.

Approve plans & specifications and set a letting date to resurface Welch Park Road, Troy Johnston, JEO: Troy presented an overall view of the Welch Park Road resurfacing area. Driveway returns were discussed and Troy has been in contact with Kevin Wingard regarding their additional driveway. The plan is to mill the outside edges about 1 ½ “, dial in a cross slope to the center line and try to get a better crown on the road. This will shed the water off the road better. Some of the transverse joints will need patching. Mayor Bruha questioned if it would be advantageous to concrete the intersection at 1st Street. It was decided to stay with the asphalt intersection. Troy suggested advertising after the first of the year for a February bid letting. Heckman suggested contacting Constructors to see if they are interested in the job as they are in the area. Discussion was held regarding timeline to advertise and let bids if we wanted to complete the

project this fall. A motion was made by Heckman to approve the plans specifications, authorize bid letting as soon as possible based on Council decision. Prior to Fortune seconding the motion he questioned where the money was coming from since we have not received payment from the closure of Walnut Street crossing promised by BNSF Railroad. The council is not comfortable with moving forward on the project without the funds in hand. The motion died for lack of second. A motion was made by Fortune and seconded by Heckman to approve the design of the project as submitted. Roll call vote: Fortune yes, Heckman yes, Baker yes, Kral yes. Motion carried.

Update on test well results – Dane Simonsen, JEO: We have received the last of the test well results and they all look good.

Update on survey north of town – Dane Simonsen, JEO: With the survey completed JEO was able to define what areas could be served by gravity. Some of the previous maps submitted by Dane were not far from the mark. There is a possibility of building up the site by 2 feet, which could expand the area of service.

Discuss/Action – Proposal for new well project, JEO: Attorney Carlson reviewed the scope of services document. The scope of services for this project will remove the ground level tank, pipe wells 4, 5 & 6 to a new building located at the test well site. This building will contain a permanent well and booster pumps. A transmission main will be built from this building to well #3 and all the wells will enter into the system at well #3. The chemical feed will be consolidated to one location, well #3. We will have 3 deep wells which can blend with our shallow wells. The controls will also be updated. The total cost of the project will be 1.3 million. Funding thru SRF allows a 20% principal forgiveness. This project will be bonded and paid for thru user fees. Fortune – at the end of the day we will have a top of the line, secure system lasting 20-30 years. A motion was made by Fortune and seconded by Kral to approve the proposal from JEO for professional services for the new well. Roll call vote: Fortune yes, Kral yes, Baker yes, Heckman yes. Motion carried.

Discuss/Action – Proposal for GIS mapping additional 2/3 of town, JEO: Dane provided 2 separate agreements. One is for Phase II & III of the water system mapping and the other is for sanitary sewer and storm sewer system mapping. Phase I is being funded by the security grant and the water portion of phase II & III will be funded thru the SRF program allowing 20% to be forgiven. The total of both proposals equals \$25,300.00. This will provide GIS mapping for the entire community. Modifications/Updates to the mapping will need to be done on a regular basis. A motion was made by Fortune and seconded by Kral to approve both

proposals from JEO for GIS mapping updates of Phase II & III of the Water System; as well as the Sanitary Sewer System and Storm Sewer System updates. Roll call vote: Fortune yes, Kral yes, Baker yes, Heckman yes. Motion carried.

Discuss/Action – Proposal for Wellhead protection plan, JEO: Dane shared background: In an effort to apply for a NRD grant to assist with the well project we were denied due to not having an approved wellhead protection plan. The cost to complete a wellhead protection plan is about \$20,000.00 to \$30,000.00. The grant we tried to apply for was for \$50,000.00. Dane explained a wellhead protection plan is basically finding all sources of contamination to the area of our groundwater. He is looking for direction from the Council to see if we want to move forward with the approved wellhead protection plan. At this point JEO will work with Gary to see what information we already have in place and bring back a proposal and someone that can answer questions in more detail.

Discuss/Action – Select Architectural/Engineering Firm for proposed new Municipal Building: A group of 6 toured facilities designed and constructed under the advisement of Carlson, West, Povondra and hgm Associates. The tour took us to Bellevue, Sarpy County and Carter Lake, IA. The firm of Carlson, West, Povondra was the top choice amongst the group. The Council would like to have them present a firm proposal of their services and cost relating to this project at the next Council meeting.

Accept resignation from Sr. Center Manager – Nancy Buchli: A motion was made by Baker and seconded by Kral to accept the resignation from Nancy Buchli as Sr. Center Manager effective November 18 and authorize advertising to fill her position. Roll call vote: Baker yes, Kral yes, Fortune yes, Heckman yes. Motion carried.

Discuss/Action – Employee Appreciation gathering/funding: A motion was made by Baker and seconded by Kral to authorize an employee appreciation gathering with an expense cap of \$25.00 per full time/permanent part time employee. Roll call vote: Baker yes, Kral yes, Fortune yes, Heckman yes. Motion carried.

Introduction and Adoption of Resolution – Sale of surplus property, 2008 Crown Victoria Police Interceptor and related vehicle equipment:

The following resolution was introduced by Fortune who moved its adoption and seconded by Kral.

RESOLUTION NO. 543

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

That the following property is declared to be surplus property:

Blue 2008 Ford Crown Victoria Police Interceptor 4-door Sedan,
VIN 2FAFP71V28X151434

Included with vehicle – Rear seat barrier, corner strobe and power supply, Federal Signal “Legend” light bar, Federal Signal “Smart Siren”, Equipment console and trunk tray.

AND shall be offered for sale to the City of Wymore Nebraska at a sale price of \$3,500.00

The property shall be released to the City of Wymore, Nebraska upon completion of the sale and payment for the property purchased.

Roll call vote: Fortune yes, Kral yes, Baker yes, Heckman yes. Motion carried.

Attest: _____
Jeanne Hoggins, City Clerk

Dean A. Bruha, Mayor

(SEAL)

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 9:30 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 October 4, 2016 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