## CITY OF MILFORD REGULAR MEETING MARCH 7, 2017 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 7<sup>th</sup> day of March 2017 at 7:30 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: Dave Henke with JEO, Roy Cast, Natalie Nitzsche, Roger Wittrock, Brandon Henley, 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 7:30 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 west wall of the Webermeier Library Meeting Room.

**MINUTES:** A motion was made by Kral and seconded by Kelley to approve the minutes of the February 7, 2017 meeting. Roll call vote: Kral yes, Kelley yes, Baker yes, Bashore 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 \$110,753.59; payroll in the amount of \$39,878.66; totaling \$150,632.25 approved by the Auditing Committee be approved for payment. Roll call vote: Kral yes, Kelley yes, Baker yes, Bashore yes. Motion carried.

### SALARIES:

62524	Mark Frey	727.04
62525	Forrest Siebken	1419.33
62526	Kendall Hoggins	1234.49
62527	Mavis L. Ferris	101.81
62528	Jeanne Hoggins	1386.76
62529	Gary L. TeSelle	982.62

62530	Robert L. Hull	882.05
62530	George Matzen	787.73
62532	Benjamin Rediger	1066.99
62533	Erica L. Pallas	856.61
62534	Scott McNeil	888.21
62535	Sarah M. Long	348.62
62536	Craig Carritt	14.54
62537	Shannon Stone	329.98
62538	Brenda Kalnins	404.27
62539	Jason Brownell	367.79
62540	Lewis D. Barker	1099.68
62541	Travis Fougeron	952.89
62542	Corrina Bashore	141.29
62543	Kyhana Barnes	112.35
62544	Sandra L. Shaw	362.00
62556	Jeffrey Baker	138.52
62557	Dan Kral	138.52
62558	Scott Bashore	138.52
62559	Patrick Kelley	138.52
62560	Nicholas Glanzer	184.70
62565	Mark Frey	346.98
62566	Forrest Siebken	1419.33
62567	Kendall Hoggins	1073.51
62568	Mavis Ferris	99.73
62569	Jeanne Hoggins	1386.76
62570	Gary TeSelle	982.62
62571	Robert Hull	882.05
62572	George Matzen	787.73
62573	Benjamin Rediger	990.28
62574	Erica Pallas	865.79
62575	Scott McNeil	878.67
62576	Sarah Long	380.94
62577	Craig Carritt	20.77
62578	Shannon Stone	329.98
62579	Brenda Kalnins	369.59
62580	Jason Brownell	359.80
62581	Lewis Barker	1099.68
62582	Travis Fougeron	918.04
62583	Corrina Bashore	116.36
62584	Kyhana Barnes	155.60
62585	Sandra Shaw	560.19

# **GENERAL FUND:**

62473	ALLISON CAUDLE	SUPPLIES FOR CRAFTS	\$22.04
	ARAMARK	PANTS & RAGS	\$222.22
62475		LIBRARY LONG DISTANCE	\$10.62
	BLACK HILLS ENERGY	SERVICE FOR JAN	\$1,440.00
62477		CONTRACT CHARGE	\$254.00
62478	CANON SOLUTIONS AMERICA	MAINT BASE & COPIES	\$127.52
62479	CARLSON WEST POVONDRA	ARCHIT.SERV. THRU 1/30/17	\$1,087.40
62480	CASH-WA DISTRIBUTING	BISCUITS & GRAVY	\$123.87
62481	CENTRAL STATES LAB	TRIPLE MELT & BRUSH KILLER	\$6,046.07
62482	COLIN ELECTRIC MOTOR SERVICE	LIFT STATION PUMP RECONDITION	\$2,754.51
62483	CULLIGAN WATER CONDITIONING	B/W, COOLER RENTAL	\$63.50
62483	VOID	VOID	\$0.00
62485	DHHS	POOL PERMITS 2017	\$80.00
62486	DIVERSIFIED CHEMICAL	SNO & ICE MELT	\$843.99
62487	EAKES OFFICE SOLUTIONS	STORAGE BOXES, PAPER, RIBBON	\$155.97
62488	EMBLEM ENTERPRISES	UNIFORM PARTCH ARTWORK	\$75.00
02400	EMERGENCY MEDICAL		Ç75.00
62489	PRODUCTS,INC	MEDICAL SUPPLIES	\$821.91
62490	EMMA ROSS	YOUTH DRILLS & SKILLS COACH	\$180.00
62491	ERICA PALLAS	MILEAGE TO DENTO FOR SOFTBALL	\$21.06
62492	FARMERS COOPERATIVE	OIL	\$3,306.20
62493	FARMERS COOPERATIVE	FUEL	\$1,365.37
62494	FIRST WIRELESS	RADIO ANTENNAS @MFD CABLE REP	\$318.25
62495	G & P DEVELOPMENT LANDFILL	TRASH- OLD PALLETS	\$42.28
62496	GERHOLD CONCRETE COMPANY	CRUSHED CONCRETE & CONCRETE	\$237.19
62497	GREAT PLAINS UNIFORMS LLC	SHIRTS - PANTS	\$133.50
62498	INGRAM LIBRARY SERVICES	BOOKS	\$81.86
62499	KENDALL HOGGINS	MILEAGE & MEAL FOR FLOODPLAIN	\$33.79
62500	MARVIN E JEWELL & CO	AUDIT SERVICES 2015-2016	\$12,800.00
62501	MARY WILSON	FOOD SUPPLIES REIMBURSEMENT	\$29.22
62502	MATHESON TRI-GAS, INC	02 & AIR BOTTLE RENTAL	\$119.04
62503	MIDWEST AUTO PARTS	SCREWDRIVERS, BRUSH PLUG,COUPL	\$50.12
62504	MIDWEST SERVICE & SALES CO.	TRUCK CHAINS	\$1,395.50
62505	MILFORD FIRE & RESCUE	NEBULIZER & AIRWAY CLASS	\$750.00
62506	NEBRASKA PUBLIC POWER DISTRICT	SERVICE FOR JANUARY	\$4,544.18
62507	ONE CALL CONCEPTS	ONE CALL CONCEPTS	\$10.98
62508	PAC-N-SAVE MILFORD	GROCERIES FOR MEALS	\$160.90
62509	PLAINS POWER & EQUIP., INC.	FILTER/LATE CHARGE	\$25.42
62510	REDIGER AUTOMOTIVE	2005 GMC FUEL REPAIRS	\$51.36
62511	SANDRA SHAW	INVITATIONS, CRAFT SUPPLIES	\$62.48
62512	SEWARD COUNTY CLERK	DISPATCH SERVICES	\$26,590.00
62513	SEWARD COUNTY INDEPENDENT	LEGALS, MINUTES, NOTICES	\$254.18
62514	SHELL FLEET PLUS	FUEL	\$135.22

62515	SHELL FLEET PLUS	GAS	\$35.63
	SUNRISE COUNTRY MANOR	105 MEALS FOR JANUARY	\$551.25
	VERIZON WIRELESS	CELL PHONES	\$99.08
	VERIZON WIRELESS	JET PACKS	\$50.08
	VERIZON WIRELESS-P	BUILDING INSPECTOR CELL	\$114.58
	WASTE CONNECTIONS OF		<i> </i>
62520	NEBRASKA	TRASH SERVICES	\$124.02
62521	WINDSTREAM NEBRASKA INC	PHONE/INET SERVICE FOR JAN	\$301.37
62522	WOLFE, SNOWDEN,HURD,LUERS, &	LEGAL FEES FOR JANUARY	\$1,226.75
62523	ZACH PAULEY	YOUTH DRILLS & SKILLS COACH	\$180.00
62545	RETIREMENT PLANS DIVISION	PENSION-133011	\$2 <i>,</i> 030.89
62546	KANSAS PAYMENT CENTER	CHILD SUPPORT	\$177.23
62547	UNION BANK	HSA	\$1 <i>,</i> 007.50
62548	AFLAC	SUPPLEMENTAL INSURANCE	\$342.61
62549	DEARBORN NATIONAL LIFE INS CO	LIFE INSURANCE	\$116.96
62550	EMC	WORKERS COMPENSATION	\$1,120.00
62551	ERICA PALLAS	MILEAGE TO LINCOLN FOR HELMETS	\$29.43
62552	FEDERATED HEALTH INSURANCE	HEALTH, DENTAL, LIVE MARCH 2017	\$9 <i>,</i> 395.14
62553	SAM'S CLUB	MEALS-FOOD	\$92.96
62554	SHELL FLEET PLUS	FUEL EXPENSE	\$597.57
62555	VERIZON WIRELESS	WELL CONTROL MONITOR	\$40.01
62561	TIM BURKEY	UB Deposit Refund	\$75.00
62562	JASON & JODI CAST	UB Deposit Refund	\$65.61
62563	ELIZABETH COSTELLO	UB Deposit Refund	\$17.56
62564	U.S.POSTMASTER	UTILITY BILLING POSTAGE	\$199.94
62586	RETIREMENT PLANS DIVISION	PENSION-133011	\$2 <i>,</i> 030.89
62587	KANSAS PAYMENT CENTER	CHILD SUPPORT	\$177.23
62588	UNION BANK	HSA	\$1 <i>,</i> 007.50
62589	ACKERMAN ROCK & GRAVEL	ROCK LAGOON LOT	\$1,773.64
62590	ALOHA ROTH	5 SHEET CAKES FOR OPEN HOUSE	\$125.00
62591	ASHLEY CAMERON	2 HRS. WEB SITE UPDATES	\$50.00
62592	BLUE RIVER TRANSMISSIONS	1993 RAM REPLACE MUFFLER	\$145.52
62593	BSN SPORTS INC	REPLACEMENT EQUIP FROM BACKUP	\$2 <i>,</i> 022.60
62594	CARD SERVICE CENTER	GARY TRAINING MTG.	\$1,000.71
62595	CENTRAL STATES LAB	TRIPLE MELT	\$2 <i>,</i> 837.57
62596	PETTY CASH	STAMS FOR OPEN HOUSE	\$45.55
62597	GEORGE MATZEN	BOOKS	\$35.79
62598	INGRAM LIBRARY SERVICES	BOOKS	\$7.82
62599	JEO CONSULTING GROUP, INC.	NEW WELL	\$5 <i>,</i> 897.50
62600	KELLY SUPPLY COMPANY	CHEMICAL TREATMENT REPAIRS	\$66.23
62601	MIDWEST MEDICAL TRANSPORT	TB101688	\$100.00
62602	MIDWEST RADAR & EQUIPMENT	RADAR CERTIFICATIONS	\$120.00
62603	MIDWEST SERVICE & SALES CO.	TRUCK BLADE EDGE	\$173.50
62604	MILFORD SCHOOL DIST. #5	PARKING FINES- FEBRUARY	\$60.00

62605	MILFORD VALU RITE PHARMACY	ALBUTEROL/EPI PEN	\$564.78
62606	MRO	MEDICAL RECORDS FOR INVESTIGAT	\$27.61
62607	NDEQ-FISCAL SERVICES	BEN REDIGER-RECERTIFICATION	\$150.00
62608	NEBRASKA PUBLIC HEALTH	3- WATER TESTS	\$48.00
62609	NEBRASKA PUBLIC POWER DISTRICT	FEB 2017 SERVICE	\$1,785.58
62610	OFFICE DEPOT BUSINESS ACCOUNT	WELL FILES	\$40.47
62611	SANDRA SHAW	NAPKINS-OPEN HOUSE	\$49.47
62612	SEWARD COUNTY INDEPENDENT	SUBSCRIPTIONS	\$70.00
62613	SID DILLION	AMBULANCE 95 REPAIRS	\$120.66
62614	TOOFAST SUPPLY	TOOLS & MARKING PAINT	\$477.83
62615	GARY TESELLE	GARY TESELLE ACCT#5562939	\$400.00
62616	WALMART COMMUNITY BRC	GROCERIES/MEALS	\$384.50
	WASTE CONNECTIONS OF		
62617	NEBRASKA	TRASH	\$124.02
62618	WINDSTREAM NEBRASKA INC	PHONE/INET SERVICE	\$574.89
62619	WRECKONCILED	TAILGATE LOCK REPLACEMENT #1	\$162.60
62620	XPEDITOR TECHNOLOGY	ANNUAL MAINT. AGREEMENT	\$575.00
62621	ZITO MEDIA	H.D.T.V.	\$8.00
62622	DEMPSTERS, LLC.	3 RECYCLING BINS	\$985.00
2085008	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	\$4,733.87
2085009	NE DEPT OF REVENUE	STATE TAX	\$584.59
2085010	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	\$122.44
2085011	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	\$4,532.11
2085012	NE DEPT OF REVENUE	STATE TAX	\$553.91
	NE DEPT OF REVENUE	SALES TAX FEB-2017	\$1,710.24
	PAYROLL CHECKS ON 2/20/2017		\$14,588.56
	PAYROLL CHECKS ON 3/01/2017		\$738.78
	PAYROLL CHECKS ON 3/06/2017		\$14,024.40
	**** PAID TOTAL *****		\$150,632.25

**REPORTS OF OFFICERS, BOARDS AND COMMITTEES:** Written reports received: Milford Aging Services Commission minutes from February 28, 2017; Milford Housing Authority minutes from February 8, 2017; Pool Board minutes from March 2, 2017; Library Report; Website overview for February 2017; Building Inspector report for February 2017; Police Activity Report for February 2017. <u>Baker</u> – Economic Development meetings have been held discussing LB840 funding for Fiber Optic Co. looking to come into Milford. Community Betterment will also be meeting this month for discussion on the same with a possible special meeting of the Council being held the end of March. Webermeier Scholarship Interviews will be held March 20<sup>th</sup>. <u>Kral</u> reported 1 fire call and 10 rescue calls, all in Milford. <u>Chief Siebken</u> – it has been a busy month. E911 meeting this month and making progress on the State Radio System. <u>TeSelle</u> – majority

of GIS mapping done. Lagoon site all cleaned up and there are plenty of wood chips available. Flushing hydrants a little earlier this year due to numerous calls regarding brown water. <u>Bashore</u> – met with JEO today regarding the water system improvements. Reviewed scheduling and funding and Steve McNulty will be visiting with us regarding the SRF. We are ready to move forward with the project. <u>Kelley</u> – Recreation Dept. is busy with baseball and soccer signup. Pool Board met, interviewed guards and discussed Pool Manual. <u>Hoggins</u> – City Hall will be closed March 23 and March 24 as Erica and Jeanne will be attending Clerk's School in Kearney.

**COMMUNICATIONS:** \*Sales tax received for the month of December 2016 in the amount of \$15,840.76. \*NPPD lease rebate received in the amount of \$43,754.78. \*Received letter of resignation from Receptionist Brenda Kalnins, her last day is March 7, 2017.

#### **UNFINISHED BUSINESS:**

Introduction and Adoption of Resolution – No Parking on Welch Park Road between First St. and Oak Ave.: Mayor Glanzer read the proposed Resolution #909. Natalie Nitzsche a resident along Welch Park Rd has a rock pad in front of their house for additional parking. She questioned if they would be allowed to use it. She also asked about ideas for additional parking during ball tournaments or School events such as Back to School Night and District Softball. Mayor Glanzer shared discussion held last month about allowing parking on First Street, both sides, which is fairly close to the ballfields. Discussion was held regarding other areas of town that do not restrict parking. People that live along Welch Park Rd are encouraging the availability of parking at least on one side of the road. It was mentioned several times during the discussion that safety is the key concern. With the congestion of vehicles and the foot traffic back & forth across Welch Park Rd. during these big events safety of the children is paramount. A motion was made by Kral and seconded by Bashore to adopt the new ordinance and waive the additional readings. Additional discussion: Welch Park Rd is narrower than the city streets and there are established crosswalks at the intersections where there are none on Welch Park Rd. There is still a concern for public safety. The need for additional parking is necessary during these large events so we need to look into alternatives. This resolution does not give alternatives for the public parking we are taking away. Baker suggested creating a Section 2. of the resolution which would offer alternative parking. TeSelle noted he could add parking to the south end of Welch Park since they have that area cleaned up. They could move the gate back a bit and allow parking on the grass. Chief Siebken stated we have the authority to bag the no parking signs during large events.

He has talked to the school and they have the appropriate bags to do so during inclement weather. We could easily bag the no parking signs on First Street during these events. Mayor Glanzer called for the vote: Kral yes, Bashore yes, Baker no, Kelley no, Glanzer yes. Motion carried.

#### **RESOLUTION NO. 909**

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

Section 1. There shall be <u>NO PARKING</u> on either the west or east sides of North Welch Park Road from First Street to Oak Avenue and that signs indicating as such be erected.

Passed and adopted this 7<sup>th</sup> day of March, 2017.

Attest:\_\_\_\_

City Clerk

Mayor

(SEAL)

#### **NEW BUSINESS:**

**Discuss/Action – Award bid to resurface Welch Park Road:** Dave Henke with JEO was present as Troy Johnston was out of town. Dave noted all 3 bids came in under the opinion of probable cost and he recommended accepting the low bid from Cather & Sons in the amount \$99,570.00. A motion was made by Kral and seconded by Bashore to award the bid to resurface Welch Park Road to Cather & Sons in the amount of \$99,570.00 under the supervision of JEO. Roll call vote: Kral yes, Bashore yes, Baker yes, Kelley yes. Motion carried.

Kelley asked to address the first question from Natalie Nitzsche regarding their parking availability in front of their house. The rock area is in the rightof-way so it will no longer be allowed.

**Hire Pool Employees & Set Wages:** Kelley presented names and suggested wages for hire of pool employees for the 2017 season. Manager Lori Johnson @ \$11.25 per hour; Head Lifeguards: Brett Kremer, Jerry Miller and Trey Frey (wage under discussion – pending Pool Operator Certificate); Lifeguards: Natalie Kremer - \$9.90 (wage under discussion), Maci Wingard, Zach Danekas @ \$9.45 per hour; Lane Mongeon, Sydney Bontrager @ \$9.15 per hour; Tyra Aschoff, Zachary Pauley, Ryleigh Ackerman, Ethan Zegers, Calyn Mowinkel and Katie Patton @ \$9.00 per hour (pending lifeguard certification). A motion was made by Kelley and seconded by Baker to approve hiring the pool employees and wages as presented. Roll call vote: Kelley abstain, Baker yes, Bashore yes, Kral yes.

Motion carried. Kelley also mentioned the Pool Board voted to advertise again for additional applicants. He may be presenting additional names next month for employment consideration.

**Discuss/Action – Firework Permit to sell @ 410 South State Hwy 6, Ka-Boomers, Ent.:** A motion was made by Baker and seconded by Kelley to approve the firework permit to Ka-Boomers Ent. Discussion: Kral suggested a certificate of insurance to assist with a small event. The motion was amended to add a contingency upon presentation of a current and valid certificate of insurance with a general liability limit of not less than 1 million dollars. Roll call vote: Baker yes, Kelley yes, Bashore yes, Kral yes. Motion carried.

**Appointments:** A motion was made by Baker and seconded by Kral to approve the Mayor's recommendation to appoint Joyce Daake to the Milford Aging Services Commission to complete the term of Sandra Reed term ending 1/1/19. Roll call vote: Baker yes, Kral yes, Bashore yes, Kelley yes. Motion carried. A motion was made by Bashore and seconded by Kral to approve the Mayor's recommendation to appoint Josh Davenport to the Board of Adjustments for a 3 year term beginning 3/7/17 thru 3/7/20. Roll call vote: Bashore yes, Kral yes, Bashore yes. Motion carried.

Discuss/Action – Authorize use of donation funds for Sr. Center: Chairman Roy Cast shared the following: The Committee of Vi Stutzman and Rosalie Huss met with Lezlie Patton on the basement remodel project. During the upstairs remodel it was suggested by past Council member Heckman to consider LED lighting. Lezlie added LED lighting to the basement remodel proposal. After some research and the minimal amount of savings it was decided to subtract the LED fixtures from the basement proposal in the amount of \$7,421.00. The committee felt another NU-Step was more important as majority of exercisers utilize this piece of equipment. Baker stated, there are three different expenditures that the group is wishing to execute: silverware in the amount of \$1,000.00, another NU-Step seated exercise equipment in the amount of \$4,123.00 and the remodel of the basement totaling \$20,015.00. A motion was made by Baker and seconded by Kral to authorize up to \$30,000.00 for the 3 proposed projects for the Milford Sr. Center. Roll call vote: Baker yes, Kral yes, Bashore yes, Kelley yes. Motion carried. Baker noted as part of the main level remodel the freezer and oven were after-thoughts and an additional \$6,073.60 was needed to complete the project. For audit requirements a motion was made by Baker and seconded by Bashore to extend the authorization of the upstairs remodel by \$6,073.60. Roll call vote: Baker yes, Bashore yes, Kelley yes, Kral yes. Motion carried.

Baker noted the contract for the basement remodel is requesting 75% down and 25% on completion. He is recommending payment be made as we make progress and invoices are submitted.

Introduction and Adoption of Resolution – LPA Program Agreement – Federal Aid Funding, Milford Trail – Phase I: Due to the complexity of the agreement Baker made a motion to table this item until we can have our JEO representative assist us with dissecting the agreement and our requirements on behalf of the City. Kral seconded the motion and urged all members to look closely at sections 10, 14, 15 & 18 as he has a lot of questions regarding the various uncapped exposure that we accept as a city by signing the agreement. Attorney Carlson will also review the agreement. Roll call vote: Baker yes, Kral yes, Bashore yes, Kelley yes. Motion carried. **Discuss allowing fowls in corporate limits – Brandon & Mary Henley:** Brandon and his wife would like to buy a few hens to teach their children responsibility of chores, as well as control bugs. He was informed Milford did not allow fowl in the corporate limits. He provided regulations from Omaha, Lincoln and Ashland for the Council to review and consider. He is proposing 3-5 chickens for themselves to keep in their back yard. They will be enclosed majority of the time. A motion was made by Kral and seconded by Kelley to table the item in order to talk to their neighbors about the idea. Roll call vote: Kral yes, Kelley yes, Baker yes, Bashore yes. Motion carried. ADJOURNMENT: A motion was made by Kral and seconded by Bashore to adjourn the meeting. Roll call vote: Kral yes, Bashore yes, Baker yes, Kelley yes. Motion carried and meeting adjourned at 8:28 pm.

Jeanne Hoggins, City Clerk

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 March 7, 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)

Jeanne Hoggins, City Clerk