

CITY OF MILFORD
REGULAR MEETING
DECEMBER 4, 2018
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 4th day of December 2018 at 7:00 pm. Present were: Mayor Patrick Kelley; Council members: Scott Bashore, Tony DeLong, Kelly Hesel; Attorney Justin Sheldon; Chief of Police Forrest Siebken; Maintenance Supt. Gary TeSelle; Library Director George Matzen and City Clerk Jeanne Hoggins. Also present: Ron Oswald, Troy Pickerill, Erica Pallas, Leslie & Brian Toovey, Mike Moritz, Chrissie Matzen, Marcie DeLong, Cloy Stutzman, Travis Fougeron, Gerry Dunlap, Roy Cast, Dean Bruha, Aaron Beauclair 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 Kelley called the meeting to order at 7:00 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.

Council Vacancy Ward II – Affirmation of Oath: Due to the resignation of Mayor Glanzer there is a vacancy in Ward II. Mayor Kelley offered the name Leslie Toovey to fill the vacancy as councilmember representing Ward II for the term ending 2020. A motion was made by Bashore to appoint Leslie Toovey to the council vacancy Ward II for the remainder of the term ending 2020. Motion died due to lack of second.

MINUTES: A motion was made by Bashore and seconded by Hesel to approve the minutes of the November 6, 2018 meeting. Roll call vote: Bashore yes, Hesel yes, DeLong yes. Motion carried.

A motion was made by Hesel and seconded by Bashore to approve the minutes of the November 28, 2018 meeting. Roll call vote: Hesel yes, Bashore yes, DeLong yes. Motion carried.

PAYMENT OF BILLS: Mayor Kelley confirmed his review of the bills and made a recommendation to approve. A motion was made by Bashore and seconded by Hesper that the following accounts payable bills in the amount of \$113,446.90; payroll in the amount of \$41,907.62; totaling \$155,354.52 approved by the Auditing Committee be approved for payment. Roll call vote: Bashore yes, Hesper yes, DeLong yes. Motion carried.

SALARIES:

65855	Mark Frey	737.00
65856	Forrest Siebken	1516.97
65857	Kendall Hoggins	1528.16
65858	Mavis Ferris	137.77
65859	Jeanne Hoggins	1329.34
65860	Gary Teselle	1158.03
65861	Robert Hull	2411.76
65862	George Matzen	864.14
65863	Erica Pallas	926.48
65864	Craig Carritt	8.48
65865	Jessica Wang	151.34
65866	Lewis Barker	184.70
65867	Travis Fougeron	1018.10
65868	Sandra Shaw	472.42
65869	Amy Salistean	669.36
65870	Cathleen Fosler	356.07
65871	Liliana Alaniz	138.12
65872	Andrew Carrico	335.36
65873	Ardella Huber	601.31
65926	Mark Frey	539.18
65927	Forrest Siebken	1516.97
65928	Kendall Hoggins	1250.03
65929	Mavis Ferris	122.93
65930	Jeanne Hoggins	1329.34
65931	Gary TeSelle	1158.03
65932	Robert Hull	4151.97
65933	George Matzen	864.14
65934	Erica Pallas	909.53
65935	Craig Carritt	16.95
65936	Jessica Wang	105.28
65937	Jon Wiedemeyer	177.00
65938	Travis Fougeron	1005.14
65939	Sandra Shaw	324.31
65940	Amy Salistean	534.75

65941	Cathleen Fosler	267.05
65942	Liliana Alaniz	110.10
65943	Andrew Carrico	335.36
65944	Ardella Huber	571.22
65951	Jeffrey Baker	138.52
65952	Dan Kral	138.52
65953	Scott Bashore	138.52
65954	Patrick Kelley	184.70

GENERAL FUND:

65874	RETIREMENT PLANS DIVISION	PENSION-133011	\$ 1,851.25
65875	UNION BANK	HSA	\$ 830.46
65876	ACKERMAN ROCK & GRAVEL	ROCK & GRAVEL	\$ 2,194.98
65877	ALL MAKES OFFICE EQUIPMENT CO	RENTAL CUBICAL PANELS	\$ 902.00
65878	AMERITAS LIFE INSURANCE CORP.	DENTAL INSURANCE FOR DEC 2018	\$ 460.48
65879	ARAMARK	PANTS & RAGS	\$ 387.14
65880	BLACK HILLS ENERGY	SERVICE FOR OCT READING 11/5	\$ 398.79
65881	BLUE VALLEY PEST CONTROL	PEST CONTROL SR. CENTER	\$ 60.00
65882	BROADVIEW NETWORKS	BILL PERIOD 10/2/18-11/1/18	\$ 112.47
65883	UNIVERSAL PREMIUM-VOID 12/6/18	FUEL FOR POLICE DEPT	\$ 485.01
65884	CARLSON WEST POVONDRA	ARCHT. SERVICES 80% OF PROJECT	\$ 1,802.37
65885	CENTRAL STATES LAB	TRIPLE MELT	\$ 3,306.16
65886	COMPANY CARE	RANDOM DRUG SCREENING	\$ 39.00
65887	CULLIGAN WATER CONDITIONING	SOFTNER RENT	\$ 72.00
65888	DAS STATE ACCTG-CENTRAL FINANC	SRS USAGE FEES	\$ 93.00
65889	DATA TECHNOLOGIES, INC.	SUMMIT LICENSE FEE	\$ 4,837.75
65890	EMC	2018 FORD F-150 INS. PREMIUM	\$ 703.00
65891	FARMERS COOPERATIVE	FUEL FOR OCTOBER	\$ 1,372.12
65892	GIS WORKSHOP	SUBSCRIPTION	\$ 4,200.00
65893	GOLDSMITH TREE SERVICE	REMOVE PIN-OAK	\$ 725.00
65894	IIMC	2019 MEMBERSHIP FEE-JEANNE	\$ 280.00
65895	JOHN DEERE FINANCIAL	SALT SPREADER	\$ 4,052.38
65896	JOHNSON SERVICE COMPANY	LIFT STATION CLEANING	\$ 2,250.00
65897	LINCOLN WINWATER WORKS	LINE REPAIRS	\$ 594.57
65898	LINE-X OF LINCOLN	BARS,BOXLINER, FLOOR MAT	\$ 2,345.00
65899	MATHESON TRI-GAS,INC	OXYGEN-COMP AIR RENTAL	\$ 274.50
65900	MEMORIAL HEALTH CARE SYSTEMS	FIRE DEPT FLU VACCINATION	\$ 602.00
65901	MENARDS-LINCOLN NORTH	POWER STRIP CORD	\$ 23.91
65902	MIDWEST AUTO PARTS	EQUIPMENT SERVICE	\$ 136.89
65903	MILFORD COMMUNITY CHAMBER OF	POWER BOX UPTOWN PARK	\$ 2,861.70
65904	MILFORD PLUMBING INC.	GARBAGE DISPOSAL	\$ 522.99
65905	NE DEPT OF LABOR/FINANCE	ELEVATOR INSPECTION	\$ 120.00
65906	NEBRASKA PUBLIC POWER DISTRICT	METER READING 9/25-10/24/18	\$ 3,979.16
65907	NORRIS PUBLIC POWER DIST	WELLS 1 & 2	\$ 479.22
65908	PAC-N-SAVE MILFORD	GROCERIES	\$ 139.50
65909	PIZZA KITCHEN	BIRTHDAY DINNER OCT	\$ 277.50

65910	POLICE OFFICERS' ASSOC OF NE	ANNUAL MEMBERSHIP	\$ 15.00
65911	POTTER REPAIR, INC.	VEHICLE BRAKE REPAIR	\$ 515.00
65912	REDIGER AUTOMOTIVE	BATTER REPLACEMENT LABOR	\$ 20.52
65913	SACK LUMBER COMPANY	PLYWOOD	\$ 99.96
65914	SAM'S CLUB	GROCERIES	\$ 180.54
65915	SERVI-TECH INC.	WATER TESTING	\$ 102.65
65916	SEWARD COUNTY COMMUNICATIONS	911 DISPATCH SERVICE	\$22,002.00
65917	SEWARD COUNTY INDEPENDENT	LEGALS,MINUTES,NOTICES	\$ 209.45
65918	TOOFAST SUPPLY	BASKET CABLE	\$ 48.60
65919	URIBE REFUSE SERVICES, IN	OCT/NOV TRASH SERVICE	\$ 311.00
65920	VERIZON WIRELESS	INTERNET	\$ 120.90
65921	VERIZON WIRELESS-P	BUILDING INSPECTOR CELL	\$ 124.14
65922	WEATHERCRAFT OF LINCOLN	ROOF REPAIR	\$ 772.12
65923	WERGIN'S LAWN SERVICE	WINTER FERTILIZER	\$ 280.00
65924	WINDSTREAM NEBRASKA INC	SERVICE FOR 10/25-11/24	\$ 65.79
65925	WOLFE, SNOWDEN,HURD,LUERS, &	LEGAL SERVICES OCTOBER 2018	\$ 1,227.25
65945	RETIREMENT PLANS DIVISION	PENSION-133011	\$ 1,851.25
65946	UNION BANK	HSA	\$ 830.46
65947	AFLAC	SUPPLEMENTAL INSURANCE	\$ 426.46
65948	BLUE CROSS & BLUE SHIELD	HEALTH INS. DECEMBER 2018	\$ 6,564.45
65949	DEARBORN NATIONAL LIFE INS CO	LIFE INSURANCE	\$ 103.20
65950	VERIZON WIRELESS	WELL CONTROL MONITOR	\$ 77.33
65958	U.S.POSTMASTER	UTILITY BILLING POSTAGE	\$ 313.48
65959	ALOHA ROTH	2- SHEET CAKE	\$ 40.00
65960	BAKER & TAYLOR	BOOKS	\$ 494.11
65962	CARD SERVICE CENTER	CLERK'S SCHOOL JEANNE/ERICA	\$ 1,756.33
		MONTHLY MEMBSHIP PD THRU	
65963	CBS-REPORTING SERVICES	12/19	\$ 76.10
65964	DEMCO, INC	BOOK PROCESSING SUPPLIES	\$ 83.40
		PAPER,ADDING	
65965	EAKES OFFICE SOLUTIONS	MACHINE,BANDS,TAB	\$ 223.40
65966	ERICA PALLAS	MILEAGE TO PLAY IT AGAIN SPORT	\$ 28.89
65967	GERHOLD CONCRETE COMPANY, INC.	FILL SAND	\$ 98.00
65968	GOLDSMITH TREE SERVICE	HWY 6 TREE REMOVAL	\$ 580.00
65969	JEO CONSULTING GROUP, INC.	WATER SYSTEM IMPROVEMENTS	\$ 4,295.00
65970	MILFORD SCHOOL DIST. #5	TOBACCO LICENSE	\$ 10.00
65971	NDEQ-FISCAL SERVICES	SRF LOAN-INT. SEMI ANNUAL	\$ 5,612.47
65972	NEBRASKA EPOXY WORKS	POOL FLOOR	\$10,978.00
65973	NEBRASKA PUBLIC HEALTH	WATER TESTING	\$ 30.00
65974	OSWALD ELECTRIC	ELECTRIC WORK/RECEPTALS	\$ 1,290.79
65975	POLICE CHIEFS ASSOC OF NE	ANNUAL MEMBERSHIP	\$ 30.00
65976	SERVI-TECH INC.	SEWER TESTS	\$ 96.70
65977	SHARON BENDER	PARTY SUPPLY REIMBURSMENT	\$ 62.89
65978	SUNRISE COUNTRY MANOR	179 MEALS-OCTOBER	\$ 939.75
65979	TRUSTED MEDIA BRANDS, INC	COOKBOOK	\$ 33.98
65980	GARY TESELLE	GARY TESELLE ACCT#5562939	\$ 456.20

65981	UNION BANK & TRUST COMPANY	HSA FEES-OCTOBER	\$ 14.00
65982	WALMART COMMUNITY BRC	MEALS	\$ 373.67
65983	WINDSTREAM NEBRASKA INC	SERVICE FOR 11/19-12/18/18	\$ 714.22
65984	ZITO MEDIA	SERVICE 12/1-12/30/18	\$ 8.00
2085124	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	\$ 4,543.73
2085125	NE DEPT OF REVENUE	STATE TAX	\$ 691.99
2085126	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	\$ 5,294.47
2085127	NE DEPT OF REVENUE	STATE TAX	\$ 843.50
2085128	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	\$ 99.48
	NE DEPT OF REVENUE	SALES TAX-OCTOBER	\$ 2,534.99
	NE DEPT OF REVENUE	SALES TAX-NOVEMBER	\$ 2,214.38
	CREATIVE PRODUCT SORCING	DARE WORKBOOKS	\$ 137.75
	DEPOSIT REFUNDS ON 12/03/2018		\$ 200.00
	PAYROLL CHECKS ON 11/12/2018		\$14,544.91
	PAYROLL CHECKS ON 11/26/2018		\$15,289.28
	PAYROLL CHECKS ON 12/03/2018		\$ 600.26
**** PAID TOTAL ****			\$155,354.49

***** REPORT TOTAL *****

\$155,354.49

REPORTS OF OFFICERS, BOARDS AND COMMITTEES: Written reports received: Milford Aging Services Commission minutes for the November 27, 2018 meeting; Library Report for November; Seward/Saline Solid Waste Management Agency minutes for the September 27, 2018 meeting; Police Activity Report for November 2018; Correspondence from Mayor Kelley regarding discussion with community members to gauge interest in a Community Center. Bashore – Fire Dept.: 20 Rescue calls, 16 in Milford and 4 in Pleasant Dale; 2 Fire Calls. Fire Chief Fougeron had nothing to report. Rescue Chief Pickerill had nothing to report. Pallas – 87 kids participated in basketball this fall; 54 K-3rd graders and 33 4th-6th graders. These total numbers are up 50% from the last 2 years. K-3rd presented the skills they had learned in the program at the November 29th Home basketball game. Recreation Dept. received its first check for \$1500.00 for participating in the Wellsclapes data collection program this fall. Wellsclapes is a study to monitor the amount of moderate to vigorous activity kids 3rd-6th grade are involved in during after school activities. The funding received from 4 Corners Health Dept. is to be used to purchase equipment or improve programming. Summer baseball/softball registration will begin January 1st and run thru January. TeSelle – started street sweeping and tarring but the snow stopped the process. Chief Siebken represents the City on the E911 Board. The Interlocal Agreement was discussed at the last meeting and revisions have been made to incorporate the amendments made over the last several years. A draft copy will be reviewed by the Attorney's involved. The agreement will be reduced to a

concise document. The individuals offered employment back in November have both declined the position. At the end of November, 3 more offers of employment were made. Joe Yocum has accepted his offer of employment and will be starting soon. James Palensky from Seward has accepted his offer of employment and will start immediately. He will attend the Academy starting on January 6, 2019. The third individual has declined the position as he has an offer closer to home. Clerk Hoggins had nothing to report.

COMMUNICATIONS: *Sales tax received for the month of September 2018 in the amount of \$16,226.86. *NPPD lease payment received in the amount of \$66,488.34.

UNFINISHED BUSINESS:

Discuss/Action – 2019 Maintenance Agreement with NDOT: Gary shared information regarding the maintenance agreement. The formula to determine payment is based on the lane miles within the corporate limits. If the agreement is not signed the City will still be required to maintain the Hwy. By signing the contract we will receive funding from the State to maintain the Hwy. Discussion was held regarding patching and filling potholes. Gary will have Mayor Kelley attend the next quarterly drive-thru review. A motion was made by Bashore and seconded by DeLong to accept the maintenance agreement with NDOT for 2019. Roll call vote: Bashore yes, DeLong yes, Heser yes. Motion carried.

NEW BUSINESS:

Election of Officers: President of Council: No action

Acting President of Council: No action

Council Assignments: No action

Appointments:

Chief of Police – A motion was made by Bashore and seconded by Heser to approve the Mayor's recommendation to re-appoint Forrest Siebken as Chief of Police. Roll call vote: Bashore yes, Heser yes, DeLong yes. Motion carried.

City Clerk/Treasurer – A motion was made by DeLong and seconded by Bashore to approve the Mayor's recommendation to re-appoint Jeanne Hoggins as City Clerk/Treasurer. Roll call vote: DeLong yes, Bashore yes, Heser yes. Motion carried.

Maintenance Supt. – A motion was made by Bashore and seconded by Heser to approve the Mayor's recommendation to re-appoint Gary TeSelle as Maintenance Supt. Roll call vote: Bashore yes, Heser yes, DeLong yes. Motion carried.

Library Director – A motion was made by Bashore and seconded by DeLong to approve the Mayor's recommendation to re-appoint George

Matzen as Library Director. Roll call vote: Bashore yes, DeLong yes, Heser yes. Motion carried.

Street Superintendent – A motion was made by Bashore and seconded by Heser to approve the Mayor's recommendation to appoint Troy Johnston with JEO Consulting Group as our Street Superintendent. Roll call vote: Bashore yes, Heser yes, DeLong yes. Motion carried.

*A motion was made by DeLong and seconded by Heser to approve the Mayor's recommendation to appoint Craig Bontrager to the Economic Development Committee for a 2 year term (12/1/18 thru 12/1/20). Roll call vote: DeLong yes, Heser yes, Bashore yes. Motion carried.

Introduction and Adoption of Resolutions: The resolutions are attached to these minutes. Council action as follows:

Resolution of Depository – Farmers & Merchants Bank:

RESOLUTION NO. 568 – General Account: Roll call vote: Bashore yes, DeLong yes, Heser yes. Motion carried.

RESOLUTION NO. 569 – Economic Development and Recreation Accounts: Roll call vote: Heser yes, Bashore yes, DeLong yes. Motion carried.

RESOLUTION NO. 570 – Stop and Grant Accounts: Roll call vote: Bashore yes, Heser yes, DeLong yes. Motion carried.

Resolution of Depository – Jones National Bank:

RESOLUTION NO. 571 – General Account: Roll call vote: Bashore yes, DeLong yes, Heser yes. Motion carried.

RESOLUTION NO. 572 – Equitable Sharing Account: Roll call vote: DeLong yes, Bashore yes, Heser yes. Motion carried.

Mayor Kelley assigned Tony DeLong and Kelly Heser to the Auditing Committee.

Discuss/Action – Change date for regular January Council meeting:

A motion was made by Bashore and seconded by Heser to set the January 2019 regular meeting on the 8th at 7:00 pm. Roll call vote: Bashore yes, Heser yes, DeLong yes. Motion carried.

Discuss/Action – Final Change Order #7, 2017 Water System Improvements: Aaron Beauclair with JEO Consulting group introduced himself to the new board members. He has been working with Gary on the well project. We are nearing completion on the project and change order #7 addresses the replacement of valves along F Street during the demolition of the ground level storage tank. It also addresses moving a fire hydrant to a better spot for the High School. Perry Myers with Myers Construction did not submit a pay application for this meeting due to near completion of the project and is prepared to submit a final pay request at the January meeting. We are waiting for the controls group, HOA, to complete their portion. The

final walk-thru of the well project is being rescheduled from November 30th to December 28th. A motion was made by Bashore and seconded by Hesper to approve change order #7 in the amount of \$28,675.22. Roll call vote: Bashore yes, Hesper yes, DeLong yes. Motion carried.

Discuss/Action – Pay application request #7, Myers Construction: No action taken.

Discuss/Action – Amended Milford Economic Development Plan Guidelines: J. Hoggins explained, the Milford voters passed the request to continue the Local Option Economic Development program, or the LB840 plan. Updating the dates on the plan was the least minimal change needed. With updates to State Statute over the last couple years it was decided to review the entire packet. Jonathan Jank, Kevin Wingard (Chairman) and Hoggins met several times to review the guidelines in their entirety. Revisions were suggested to broaden the scope in which the funds could be used in accordance with State Statute. Other grammatical changes were also made. The group submitted the revised copy to Attorney Carlson for review. During the Economic Development Committee meeting the guidelines were reviewed again. Attorney Carlson noted a few areas for discussion as well at discussion held by members regarding terms, forgivable loans and non-forgivable loans. Attorney Carlson made the appropriate changes as approved by the Committee. The Milford Economic Development Plan guidelines being presented to the City Council for approval are being recommended by the Milford Economic Development Committee. A motion was made by Hesper and seconded by DeLong to approve the Milford Economic Development Plan guidelines as presented. Roll call vote: Hesper yes, DeLong yes, Bashore yes. Motion carried

Re-appointments:

A motion was made by Bashore and seconded by Hesper to approve the Mayor's recommendation to re-appoint Jodi Roth to the Recreation Board for a 3 year term (1/1/19 thru 1/1/22). Roll call vote: Bashore yes, Hesper yes, DeLong yes. Motion carried.

A motion was made by Hesper and seconded by DeLong to approve the Mayor's recommendation to re-appoint Jim Kremer to the Economic Development Committee for a 2 year term (12/31/18 thru 12/31/20). Roll call vote: Hesper yes, DeLong yes, Bashore yes. Motion carried.

A motion was made by DeLong and seconded by Hesper to approve the Mayor's recommendation to re-appoint Roger Wittrock to the Economic Development Committee for a 2 year term (12/31/18 thru 12/31/20). Roll call vote: DeLong yes, Hesper yes, Bashore yes. Motion carried.

A motion was made by Bashore and seconded by DeLong to approve the Mayor's recommendation to re-appoint Joyce Daake to the Milford Aging

Services Commission for a 2 year term (1/1/19 thru 1/1/21). Roll call vote: Bashore yes, DeLong yes, Heser yes. Motion carried.

Milford City Flag Design, Final Decision – Nolan Eickhoff: Item tabled to January.

Discuss/Action – Request for LB840 funds, Roger Pletcher and The Engine House Café: Mr. Pletcher removed his application for consideration. No action taken.

ADJOURNMENT: A motion was made by Bashore and seconded by Heser to adjourn the meeting. Roll call vote: Bashore yes, Heser yes, DeLong yes. Motion carried and meeting adjourned at 7:44 pm.

Jeanne Hoggins, City Clerk

Patrick Kelley, 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 4, 2018 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