

CITY OF MILFORD
REGULAR MEETING
JANUARY 11, 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 11th day of January 2018 at 7:00 pm. Present were: Mayor Nick Glanzer; Council members: Jeff Baker, Scott Bashore, Dan Kral; Attorney Krista Carlson; Chief of Police Forrest Siebken, Maintenance Supt. Gary TeSelle, and City Clerk Jeanne Hoggins. Absent: Patrick Kelley. Also present: Troy Pickerill, Roy Cast, Dane Simonsen and Troy Johnston. Notice of the meeting was given in advance thereof by posting in three public places; a designated method for giving notice, as shown by the Certification of Posting 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 7:05 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 Kral to approve the minutes of the December 5, 2017 meeting. Roll call vote: Baker yes, Kral yes, Bashore yes, Kelley absent. Motion carried.

PAYMENT OF BILLS: A motion was made by Kral and seconded by Baker that the following accounts payable bills in the amount of \$310,470.96; payroll in the amount of \$39,401.86; totaling \$349,872.82 approved by the Auditing Committee be approved for payment. Roll call vote: Kral yes, Baker yes, Bashore yes, Kelley absent. Motion carried.

SALARIES:

64054	Mark Frey	741.29
64055	Forrest Siebken	1448.15
64056	Kendall Hoggins	1333.26
64057	Mavis Ferris	99.73
64058	Jeanne Hoggins	1192.89
64059	Gary TeSelle	1006.41
64060	Robert Hull	903.52
64061	George Matzen	802.62

64062	Craig Corder	36.94
64063	Erica Pallas	877.71
64064	Craig Carritt	10.39
64065	Jon Wiedemeyer	329.98
64066	Lewis Barker	369.40
64067	Travis Fougeron	979.31
64068	Kyhana Barnes	155.60
64069	Amy Salistean	929.32
64070	Cathleen Fosler	232.73
64071	Liliana Alaniz	114.15
64072	Bonnie Meints	406.51
64073	Terrell Long	1055.71
64074	Andrew Carrico	1084.02
64129	Mark Frey	90.50
64130	Forrest Siebken	1448.15
64131	Kendall Hoggins	1358.36
64132	Mavis Ferris	112.21
64133	Jeanne Hoggins	1423.94
64134	Gary TeSelle	1006.41
64135	Robert Hull	1197.41
64136	George Matzen	802.62
64137	Erica Pallas	882.80
64138	Craig Carritt	16.62
64139	Jon Wiedemeyer	171.62
64140	Lewis Barker	369.40
64141	Travis Fougeron	947.45
64142	Kyhana Barnes	112.35
64143	Amy Salistean	839.52
64144	Cathleen Fosler	470.07
64145	Liliana Alaniz	112.35
64146	Bonnie Meints	426.80
64147	Terrell Long	1055.71
64148	Andrew Carrico	1084.02
64160	Jeffrey Baker	138.52
64161	Dan Kral	138.52
64162	Scott Bashore	138.52
64163	Patrick Kelley	138.52
64164	Nicholas Glanzer	184.70

GENERAL FUND:

64075	RETIREMENT PLANS DIVISION	PENSION-133011	\$	1,709.04
64076	UNION BANK	HSA	\$	1,013.50

64077	ALL MAKES OFFICE EQUIPMENT CO	RENTAL CHARGE, LABOR FOR MOVE	\$ 4,535.00
64078	ARAMARK	PANTS & RAGS	\$ 403.25
64079	BARCO MUNICIPAL PRODUCTS, INC.	NEW BARRICADE	\$ 377.18
64080	BLACK HILLS ENERGY	SERVICE FOR NOVEMBER	\$ 654.14
64081	CANON SOLUTIONS AMERICA	MAINT BASE & COPIES	\$ 163.48
64082	CENTRAL MANAGEMENT GROUP	CARPET GLUE	\$ 133.13
64083	CORNHUSKER STATE INDUSTRIES	DESK, HUTCH, CREDENZA	\$ 1,880.00
64084	CRETE LUMBER	PARK SEEDING	\$ 370.00
64085	CULLIGAN WATER CONDITIONING	B/W, COOLER RENT	\$ 61.60
64086	ERIC RILEY ELECTRIC	SECURITY LIGHT @ WELCH PARK	\$ 939.08
64087	FARMERS COOPERATIVE	FUEL	\$ 1,420.64
64088	FIRST WIRELESS, INC.	TROUBLE SHOOT TRIPLEXES	\$ 81.00
64089	GALLS, LLC	2-UNIFORM SHIRTS	\$ 99.98
64090	HAWKINS INC.	TREATMENT CHEMICALS	\$ 407.60
64091	HTM SALES INC.	CLAIR LANE LIFT FLOAT REPAIR	\$ 722.28
64092	IMAGE TREND, INC	LICENSE FOR EMS/FIRE SOFTWARE	\$ 250.00
64093	INSPRO INSURANCE CO	1974 FORD GRASS RIG	\$ 163.00
64094	JEO CONSULTING GROUP, INC.	NEW WELL ENGINEERING	\$ 2,578.50
64095	JOHN DEERE FINANCIAL	3 POINT SWING PIN	\$ 12.08
64096	KENDALL HOGGINS	MEAL WATER TRAINING	\$ 11.81
64097	MATHESON TRI-GAS, INC	02 & AIR BOTTLE RENTAL	\$ 124.20
64098	MIDWEST AUTO PARTS	SWEEPER AIR FILTERS	\$ 173.40
64099	MILFORD A/C & APPLIANCE, INC.	VENT COVERS WEB. ROOM	\$ 216.09
64100	MILFORD FIRE & RESCUE	2 WORKBOOKS 2 EMT COURSE	
64101	MUTUAL OF OMAHA	BOOKS	\$ 574.04
64102	NEBRASKA LIBRARY COMMISSION	MEDICARE SUPPLEMENT- TESELLE	\$ 1,463.19
64103	NEBRASKA PUBLIC POWER DISTRICT	OVERDRIVE	\$ 550.00
64104	NEENAH FOUNDRY CO	SERVICE FOR NOVEMBER	\$ 5,998.90
64105	NORRIS PUBLIC POWER DIST	MANHOLE RING STORM SEWER	\$ 334.00
64106	ONE CALL CONCEPTS	WELLS 1 & 2	\$ 392.29
64107	PAC-N-SAVE MILFORD	ONE CALLS	\$ 12.48
64108	PAPER TIGER SHREDDING	GROCERIES	\$ 138.82
64109	PIZZA KITCHEN	SHREDDING SERVICES	\$ 93.75
64110	POTTER REPAIR, INC.	BIRTHDAY MEAL- NOVEMBER	\$ 152.50
64111	SACK LUMBER COMPANY	2005 GMC 7500 TRUCK REPAIR	\$ 103.00
64112	SERVI-TECH INC.	WINTERING SUPPLIES	\$ 23.48
64113	SEWARD COUNTY INDEPENDENT	LAGOON TESTS	\$ 96.70
64114	SEWARD COUNTY TREASURER	LEGALS, MINUTES, NOTICES	\$ 409.32
64115	SHELL FLEET PLUS	2017 TAXES FOR HILLS	\$ 1,213.12
64116	STOREY KENWORTHY/MATT	FUEL	\$ 75.77
64117	PARROTT	CHECKS	\$ 854.28
64118	SUNRISE COUNTRY MANOR	MEALS FOR NOVEMBER	\$ 866.25
64119	SUPER SPRAY CAR WASH	CAR WASH TOKENS	\$ 150.00
64119	GARY TESELLE	REIMBURSEMENT TRUCK PART	\$ 54.19

64120	TOOFAST SUPPLY	MARKING FLAGS	\$ 38.33
64121	TRAVIS YEACKLEY	WIREING @ WEBERMEIER	\$ 316.50
64122	TVRDY'S LOCK & KEY	RE-KEY LIBRARY FOR CITYHALL	\$ 573.57
64123	URIBE REFUSE SERVICES, IN	TRASH SERVICE	\$ 134.02
64124	VERIZON WIRELESS	INTERNET JET PACK	\$ 118.90
64125	VERIZON WIRELESS-P	BUILDING INSPECTOR CELL	\$ 124.70
64126	WESTOVER ROCK & SAND, INC	1 LOAD OF AGRILIME	\$ 1,814.28
64127	WINDSTREAM NEBRASKA INC	PHONE & INTERNET NOVEMBER	\$ 998.42
64128	WOLFE, SNOWDEN,HURD,LUERS, &	LEGAL SERVICES FOR NOVEMBER	\$ 1,226.75
64149	RETIREMENT PLANS DIVISION	PENSION-133011	\$ 1,709.04
64150	UNION BANK	HSA	\$ 688.50
64151	AFLAC	SUPPLEMENTAL INSURANCE	\$ 342.61
64152	AMERITAS LIFE INSURANCE CORP.	JANUARY DENTAL & VISION	\$ 498.04
64153	BLUE CROSS & BLUE SHIELD	HEALTH INS. JAN 2018	\$ 8,560.14
64154	COMPANY CARE	DRUG SCREENS LONG/CARRICO	\$ 78.00
64155	DEARBORN NATIONAL LIFE INS CO	LIFE INSURANCE	\$ 116.96
64156	NE LAW ENFORCEMENT TRAINING	RECERT-41/MATERIAL FEE-43	\$ 145.00
64157	SHELL FLEET PLUS	FUEL	\$ 563.26
64158	VERIZON WIRELESS	WELL CONTROL MONITOR	\$ 40.01
64159	WINDSTREAM NEBRASKA INC	INTERNET @ COMMUNITY ROOM	\$ 144.33
64168	ALOHA ROTH	2-SHEET CAKES	\$ 40.00
64169	AMERICAN WATER WORKS ASSOC.	MEMBERSHIPS	\$ 192.00
64170	ASCAP	LICENSE FEE 2018	\$ 348.00
64171	BAKER & TAYLOR	BOOKS	\$ 1,581.50
64172	BLUE 360 MEDIA	(2)NE CRIMINAL & TRAFFIC BOOKS	\$ 132.37
64173	CARD SERVICE CENTER	.GOV DOMAIN FOR WEBSITE	\$ 1,403.13
64174	CAREY COLLINGHAM	BIRTHDAY ENTERTAINMENT	\$ 100.00
64175	CONCRETE WORKS, INC	5TH & FST SIDEWALK	\$ 21,604.00
64176	DATA TECHNOLOGIES, INC.	W-2 PACKAGING W/ENVELOPES	\$ 119.24
64177	ERIC RILEY ELECTRIC	WELL #4 REPAIRS	\$ 887.40
64178	HAVLAT COMPUTERS	HARD DRIVE FOR CPU	\$ 79.99
64179	HEARTLAND AUTO BODY	DOOR HANDEL/LOCK&ROCKER PANEL	\$ 436.22
64180	MILFORD ART CLUB	WINDOW ART	\$ 25.00
64181	MILFORD COMMUNITY CHAMBER OF	MEMBERSHIP DUES	\$ 75.00
64182	MILFORD SCHOOL DIST. #5	TOBACCO LICENSES	\$ 55.00
64183	MUNICIPAL SUPPLY, INC.	INSTALL SOFTWARE ON CPU	\$ 446.98
64184	OFFICE DEPOT BUSINESS ACCOUNT	R/W DVD'S	\$ 71.57
64185	REDIGER AUTOMOTIVE	OIL CHANGE UNIT #2	\$ 33.48
64186	SEWARD COUNTY TREASURER	4% 17/18 BUDGET	\$ 27,328.20
64187	SHELL FLEET PLUS	GAS	\$ 27.74
64188	GARY TESELLE	GARY TESELLE ACCT#5562939	\$ 456.20
64189	URIBE REFUSE SERVICES, IN	TRASH SERVICE	\$ 244.00
64190	WALMART COMMUNITY BRC	GROCERIES	\$ 326.69

64191	YOUR PC EXPRESS	NETWORK SETUP, TROUBLESHOOT	\$ 240.00
64192	ZITO MEDIA	HD TV	\$ 5.09
64194	TOYNE, INC.	NEW FIRE TRUCK	\$ 201,873.00
2085061	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	\$ 4,646.87
2085062	NE DEPT OF REVENUE	STATE TAX	\$ 592.65
2085063	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	\$ 4,655.44
2085064	NE DEPT OF REVENUE	STATE TAX	\$ 607.73
2085065	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	\$ 122.44
	NE DEPT OF REVENUE	SALES TAX DECEMBER	\$ 1,874.76
	POLICE EQUITABLE SHARING		\$ 176.98
	PAYROLL CHECKS ON 12/11/2017		\$ 14,109.64
	PAYROLL CHECKS ON 12/26/2017		\$ 13,928.31
	PAYROLL CHECKS ON 1/02/2018		\$ 738.78
	**** PAID TOTAL ****		\$ 349,872.82
	***** REPORT TOTAL *****		\$ 349,872.82

REPORTS OF OFFICERS, BOARDS AND COMMITTEES: Written reports received: Community Betterment Committee minutes for the December 18, 2017 meeting; Milford Aging Services Commission minutes for January 2, 2018; Website overview for December 2017.

Councilmember Patrick Kelley arrived.

Baker – attended a couple Sr. Center meetings; a small internal meeting with productive discussion and the full Board meeting was held on Jan. 2nd. Roy Cast reported Gerry Dunlap and Justina Roth will be presenting at the Sr. Center on January 17th regarding the new municipal building. A change in time was approved for the Sr. Center meetings, now being held at 5:30 pm. Jeff is assisting with tours thru Seward County Transportation. Newsletters will be distributed to the Council via their packets. Kral – 1 Fire Call; 22 Rescue calls; 19 in Milford and 2 in Pleasant Dale; 221 total rescue calls for 2017. One squad is temporarily down, estimates are being considered for repair. TeSelle thanked the guys for covering in his absence due to his brother's health concerns. Community is being very patient with snow removal as the maintenance dept. is down one employee. Chief Siebken – no monthly report due to technical difficulties. Officer Long is in his 2nd week of training. Officer Carrico is doing a good job, need to get him acclimated into the public. 59 vehicles were chalked during our last snowfall, no citations were given. Everyone cooperated in moving their vehicles. Bashore – Library report was submitted and water well discussion will be held later in the meeting. Kelley – Recreation program is taking registrations for baseball and softball. TeSelle – JEO is working on the plans to submit to the State as they will need to approve any changes, also working on sealants for the bath house. J. Hoggins – Licensing Dogs & Cats starting Febr. 1st ; Advertising for pool employees; Updates to the Webermeier Scholarship

applications have been made for 2018; Bond Election notice will be published for 4 consecutive weeks in the M.T. starting January 17, 2018. Education Committee has scheduled presentations for January.

COMMUNICATIONS: *Sales tax received for the month of October 2017 in the amount of \$15,186.84.

NEW BUSINESS:

Review One & Six Year Plan – Troy Johnston, JEO: This is an annual requirement per the State of NE along with some fiscal reporting. Filing the documents assures the road program funding. Within the 6 year plan there are 2 projects: the extension of Oak Ave to F. Street and the Trail Project. This is a planning document (goals and objectives) and does not obligate the City in any way. It can be amended at any time. General maintenance issues are not listed on this plan as projects.

Set Public Hearing Date for One & Six Year Plan: Mayor Glanzer set the Public Hearing date for the One & Six Year Plan for February 6, 2018.

Approve 2018 Committee List: A motion was made by Kral and second by Bashore to approve the 2018 Committee list as presented. Roll call vote: Kral yes, Bashore yes, Baker yes, Kelley yes. Motion carried. A copy is attached to these minutes.

Approve 2018 Fire Dept. Roster: A motion was made by Kral and second by Bashore to approve the 2018 Fire Dept. Roster as presented. Roll call vote: Kral yes, Bashore yes, Baker yes, Kelley yes. Motion carried. A copy is attached to these minutes.

Award bid for 2017 Water System Improvement Project: Dane Simonsen reported receiving and opening 7 bids on December 12, 2017. The bid tab results were submitted to everyone, Myers Construction was the apparent low bid by approximately \$90,000.00. JEO reviewed the bid, checking all numbers, there were no errors. The bid is responsive and JEO submitted a recommendation to the City to award the bid to Myers Construction. Discussion has been held with regards to awarding to the low bidder. In JEO's experience, it is generally required to award to the low bidder as tax dollars/public funds are being used plus we are using state funding. Throwing out a bid for good reason, (ex. error on bid form, late submittal, or inability to perform work) would only then cause a new low bidder. The reason to throw out a bid must be justifiable. JEO researched Myers experience and reputation with no negative findings. JEO made their recommendation with all information being considered. Gary had some concerns when comparing specific line items between the two bids. There seemed to be some huge differences on specific areas of the bid. One particular area was item #59 (Wells 4, 5 and 6 Improvements) with a difference of \$65,878.00. Dane cautioned looking at line items between the

two contractors because profit and overhead could be moved around between line items. After due consideration a motion was made by Bashore and second my Kral to award the bid to Myers Construction in the amount of \$957,301.40 for the 2017 Water System Improvement Project. Roll call vote: Bashore yes, Kral yes, Baker yes, Kelley yes. Motion carried.

Introduction and Adoption of Resolution – Authorize signatures for executing the final loan document: Councilmember Bashore introduced the following resolution:

RESOLUTION NO. 556

WHEREAS, the City of Milford, Nebraska recognizes that a properly functioning Public Water System is necessary to the health and welfare of the citizens of the City; and

WHEREAS, the Mayor and City Council have determined that portions of the City Public Water System are in need of significant repair and improvement; and

WHEREAS, funding for the cost of the repair and improvement of portions of the City Public Water System may be obtained by loan from the Nebraska Department of Environmental Quality, subject to certain requirements and obligations;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Milford, Nebraska that they should execute the contract for loan between the Nebraska Department of Environmental Quality and the City of Milford, Nebraska designated as Project No. D311373, incorporated by reference into this Resolution as if fully set forth; and

BE IT FURTHER RESOLVED, Nick Glanzer, Mayor, is hereby directed to execute the contract and all other documents necessary to facilitate the loan between the Nebraska Department of Environmental Quality and the City of Milford, Nebraska for the purpose of repairing and improving the City Public Water System; and

BE IT FURTHER RESOLVED THAT Jeanne Hoggins, City Clerk, be authorized and directed to sign all necessary documents, to furnish such assurances to the State of Nebraska as may be required by law or regulations, and to receive payment on behalf of the applicant.

Roll call vote: Bashore yes, Kelley yes, Baker yes, Kral yes. Motion carried.

PASSED AND APPROVED THIS 11th day of January 2018.

Attest: _____
City Clerk

Mayor

(SEAL)

Discuss/Action – Water easement and 99-year lease of well house with School District: The School Board has reviewed the lease agreement and the City has verified the insurance limits they requested. A motion was made by Bashore and second by Kral to authorize the Mayor's signature on the 99-year lease agreement of the well house with the Milford Public

School. Roll call vote: Bashore yes, Kral yes, Baker yes, Kelley yes. Motion carried.

Discuss/Action – Request funds from CBC to increase EMS capabilities for purchase of a power assistant cot (gurney). Application was submitted to the Community Betterment Committee by the MVFD for \$42,000.00 to purchase another power cot to be placed in the old ambulance. Kral has observed the use of such cot and for the safety of the patient and the volunteer it is beneficial. A motion was made by Kral and second by Bashore to authorize the use of the Community Betterment funds to purchase another power cot for the Milford Fire Dept. Roll call vote: Kral yes, Bashore yes, Baker yes, Kelley yes. Motion carried.

Discuss/Action – Hire Maintenance employee and set wage: TeSelle requested to hire Jeremy Garbers as a fulltime employee with the Maintenance Dept. at a starting hourly rate of \$14.50. An increase to \$15.00 will be made after 6 months and Garbers commitment to move within the 3 mile radius of Milford. These stipulations will be noted in his conditional offer of employment. A motion was made by Kelley and second by Kral to approve hiring Jeremy Garbers with the conditions noted in his offer of employment. Roll call vote: Kelley yes, Kral yes, Baker yes, Bashore yes. Motion carried.

Appointment/Re-appointment:

A motion was made by Baker and second by Kral to approve the Mayor's recommendation to appoint Vi Stutzman to the Milford Aging Services Commission fulfilling Elna Lamberts term expiring 1/1/2019. Roll call vote: Baker yes, Kral yes, Bashore yes, Kelley yes. Motion carried.

A motion was made by Baker and second by Kral to approve the Mayor's recommendation to re-appoint Roy Cast to the Milford Aging Services Commission for a second term expiring 1/1/2020. Roll call vote: Baker yes, Kral yes, Bashore yes, Kelley yes. Motion carried.

A motion was made by Bashore and second by Kral to approve the Mayor's recommendation to appoint Chrissy Matzen to the Webermeier Scholarship Committee as of 1/11/2018. Roll call vote: Bashore yes, Kral yes, Baker yes, Kelley yes. Motion carried.

ADJOURNMENT: A motion was made by Kral and seconded by Bashore to adjourn the meeting. Roll call vote: Kral yes, Bashore, Baker, Kelley yes. Motion carried and meeting adjourned at 7:56 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 January 11, 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