

CITY OF MILFORD
REGULAR MEETING
DECEMBER 1, 2020
MINUTES

A regular meeting of the Mayor and Council of the City of Milford, Nebraska was held at the City Hall Building in said City on the 1st day of December 2020 at 7:00 pm. Present were: Mayor Patrick Kelley; Council members: Tony DeLong, Becky Freeman, Kelli Keib, Mike Roth; Attorney Mark Fahleson; Chief of Police Forrest Siebken and City Clerk Jeanne Hoggins. Also present: Jonathan Jank, Kevin Keib, Tim Stewart, Wayne Stohlman and Brady Oltman 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 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 west wall in the City Hall meeting room.

PLEDGE OF ALLEGIANCE:

SUBMITTAL OF REQUESTS FOR FUTURE ITEMS:

REPORTS/COMMUNICATIONS: Written reports received: Fire Dept Report for November 2020. Police Dept. Activity Report for October 2020. Milford Aging Services minutes from November 17, 2020. Library Report for October and November 2020. Seward County Communication Board minutes for September 24, 2020. SCCDP Quarterly Summary Report and President's Report.

Mayor Kelley – Welcomed new board members. Shared the news that the City of Milford was awarded the 2020 CDBG for Planning of DTR.

DeLong – General clean up of streets; filling potholes and maintaining alleys. Repairs made to bridge in South Park.

Freeman – Sr. Center continues to deliver meals to the community. Numbers are steady. 234 cards will be distributed to community members. Students in grades 2 thru 6 will assist in writing the cards. Milford Aging Services Board will be replacing 3 new board members. Most activities are closed at the Center other than a few individuals exercising, they are not in the building at the same time. Recreation: Exterior of Concession Stand was painted. Ball registration is scheduled from December 28th thru February 5th.

Clerk Hoggins – Sales tax received for the month of September 2020 in the amount of \$21,310.12. NPPD lease rebate payment for the month of October 2020 received in the amount of \$13,554.70.

Chief Siebken – October Activity Report includes details on some of the cases the department is working on. 2 individuals were interviewed. Chief still has a couple more interviews prior to presenting another name for hire.

CONSENT AGENDA: Mayor Kelley read the Consent Agenda:

1. Approve Meeting Minutes of – November 3, 2020 & November 17, 2020
2. Approval of Claims: Accounts Payable - \$112,869.59; Payroll - \$30,325.44. Totaling \$143,195.03.

3. Update Employee Handbook relating to Holiday Pay for Chief of Police position
4. Approve new Corporate Manager Application submitted to the NE Liquor Control Commission for Thornridge Golf Course.

A motion was made by Freeman and seconded by Keib , that the items listed under the consent agenda be approve as presented. Roll call vote: Freeman yes, Keib yes, DeLong yes, Roth yes. Motion carried.

SALARIES:

69651	Mark Frey	334.09
69652	Forrest Siebken	1915.07
69653	Jeanne Hoggins	1356.19
69654	Gary Teselle	1092.39
69655	George Matzen	848.93
69656	Craig Carritt	17.48
69657	Jessica Wang	408.88
69658	Jon Wiedemeyer	177.39
69659	Amy Salistean	889.26
69660	Ardella Huber	975.22
69661	James Palensky	1472.90
69662	Owen Eickhoff	197.92
69663	Christopher Bailey	1705.67
69664	Jeremiah Taylor	27.02
69665	Charles Wergin	64.64
69666	Marissa Parman	699.50
69667	Hannah Fougeron	74.81
69712	Mark Frey	421.05
69713	Forrest Siebken	1606.58
69714	Jeanne Hoggins	1356.19
69715	Gary TeSelle	1092.39
69716	George Matzen	851.88
69717	Craig Carritt	24.03
69718	Jessica Wang	342.85
69719	Jonathan Wiedemeyer	335.75
69720	Amy Salistean	914.22
69721	Ardella Huber	981.10
69722	James Palensky	1947.30
69723	Owen Eickhoff	129.36
69724	Marissa Parman	621.52
69725	Hannah Fougeron	66.50

GENERAL FUND:

69648	CECILY COULTER	UB Refund	29.78
69649	PAUL CHILDERS	UB Refund	34.91
69650	BERKE ROTH	UB Refund	75.00
69668	RETIREMENT PLANS DIVISION	PENSION	1,424.36
2085253	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	3,395.40
2085254	NE DEPT OF REVENUE	STATE TAX	503.18
69670	UNITED STATES POSTMASTER	October billing, due 11-28-20	212.90
69669	UNION BANK	HSA	731.50
69671	AMERITAS LIFE INSURANCE CORP.	Dec. dental coverage	370.16
69672	ASHLEY CAMERON	1 yr. events calendar on web.	58.00

69673	BLACK HILLS ENERGY	ACCT. 9391 - GAS SERVICE	815.85
69674	BLANCHAT MFG,, INC.	THROTL CABLE	111.88
69675	BROADVIEW NETWORKS	11-2 TO 12-1 PHONES (6)	250.73
69676	CAMPBELL CLEANING	FIRE STATION CLEANING 1/2 GEN.	1,359.52
69677	CASH-WA DISTRIBUTING	REIMB. AGING PART.COVID SUPPLI	451.31
69678	PETTY CASH	CHRISTMAS SUPPLIES DECORATIONS	94.18
69679	COMPANY CARE	FOUGERON/WANG DRUG SCREENING	117.00
69680	CULLIGAN WATER CONDITIONING	ACCT. 21410 WATER COOLER/SOFTE	81.25
69681	DAS STATE ACCTG-CENTRAL FINANC	OCT. SRS MONTHLY FEE	93.00
69682	DEMCO, INC	BOOK COVERS AND LABELS	335.00
69683	DIGITAL ALLY, INC	LAPEL MICROPHONE	80.00
69684	EAKES OFFICE SOLUTIONS	AGING PARTNERS/MASKS, SOAP	159.43
69685	FARMERS COOPERATIVE	FUEL	665.76
69686	HYDRO OPTIMIZATION & AUTO	FLOW METERS FOR WELLS 1 & 2	9,042.00
69687	MACQUEEN EQUIPMENT	SWEEPER REPAIRS	3,401.51
69688	MATHESON TRI-GAS,INC	NITROGEN OXYGEN	219.79
69689	MCVICKER AUTO TRIM & TOPS	INSTALL SEAT COVER BACK REST	75.00
69690	MIDWEST AUTO PARTS	FUEL ADD, RAD.CAP,BATTERIES	492.17
69691	MIDWEST SERVICE & SALES CO.	HYDRAULIC PUMP SPRAYER/TANK	6,525.00
69692	MUNICIPAL SUPPLY,INC. OF OMAHA	12 1 1/4' PLUGS	91.94
69693	NE PUBLIC HEALTH ENV. LAB	INV. 531535 WATER TESTING	761.00
69694	NEBRASKA PUBLIC POWER DISTRICT	ELECTRICITY 9-24 TO 10-23	3,837.79
69695	NMC, INC	CYLINDER REPAIR	844.66
69696	NORRIS PUBLIC POWER DIST	ACCT. 40600 SOUTH WELL	412.39
69697	POTTER REPAIR, INC.	GMC DUMP FUEL PUMP UNIT	670.78
69698	REDIGER AUTOMOTIVE	UNIT 1 AND UNIT 2 OIL CHANGE	125.08
69699	REMBOLT LUDTKE LLP	OCT. LEGAL SERVICES	2,032.00
69700	SACK LUMBER COMPANY	TRUCK BOARDS	183.50
69701	SERVI-TECH INC.	LAB ANALYSIS OF WASTE WATER	148.60
69702	SEWARD COUNTY INDEPENDENT	HELP WANTED ADS MAINTENANCE	223.35
69703	STRYKER SALES CORPORATION	LUCAS BATTERIES (2)	1,366.92
69704	TRUSTED MEDIA BRANDS, INC	2020 TASTE OF HOME COOKBOOK	38.32
69705	TOOFAST SUPPLY	SNOW BOARD BOLTS	19.35
69706	UNION BANK	6 EMPLOYEES HSA	12.00
69707	UNIVERSAL PREMIUM	FUELS	593.53
69708	URIBE REFUSE SERVICES, IN	OCT/NOV. TRASH SERVICE	44.00
69709	VERIZON WIRELESS-P	ACCT. 4342 PHONE SERVICE	208.51
69710	WINDSTREAM NEBRASKA INC	ACCT. 1702 PHONE SERVICE	122.37
69726	RETIREMENT PLANS DIVISION	PENSION	1,424.36
2085255	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	3,039.25
2085256	NE DEPT OF REVENUE	STATE TAX	439.53
69727	UNION BANK	HSA	731.50
69733	ACKERMAN ROCK & GRAVEL	2 loads gravel/1load 3/4 rock	2,605.80
69734	AFLAC	NOV. SUPPLEMENTAL INSURANCE	380.28
69735	ARAMARK	1ST AID KIT,MAT,TOWELS,PANTS	1,663.89
69736	BARNEY COSTELLO	CONCESSION STAND PAINTING	2,400.00
69737	BLUE CROSS & BLUE SHIELD	DEC. 1 TO DEC. 31 HEALTH INS.	7,782.75

69738	CANON FINANCIAL SERVICES	NOV. COPIER RENTAL	165.00
69739	CARD SERVICE CENTER	275 GA. RECOND. MELT DOWN TANK	884.72
69740	CBS-REPORTING SERVICES	1 YR. SUB. 10-1 TO 9-30-21	77.40
69741	PETTY CASH	REIMB. CHRISTMAS DECORATIONS	40.00
69742	DEARBORN GROUP	DEC. ACCIDENTAL LIFE INSURANCE	123.84
69743	EAKES OFFICE SOLUTIONS	INK PAD,CORR.TAPE,ADD RIBBON	82.39
69744	EMERGENCY MEDICAL PROD,INC	9 BOXES FACE MASKS, PILLOWS	492.20
69745	ERIC RILEY ELECTRIC	3 PHASE HEATER/LABOR	895.50
69746	FIRSTAR FIBER INC.	OCT. RECYCLING SERVICES	60.00
69747	IMAGE TREND, INC	STATE OF NE. BRIDGE ANNUAL FEE	250.00
69748	JEANNE HOGGINS	CHRISTMAS DECORATION REIMB.	202.58
69749	JEO CONSULTING GROUP, INC.	CONSTRUCTION SERVICES TIMBER	3,911.25
69750	JR WELDING	SNOW PLOW REPAIRS	262.72
69751	KENDALL HOGGINS	BLDG. INSPECTION FOR NOV.	420.00
69752	MARVIN E JEWELL & CO	20/21 BUDGE PREP/BUDGET WORK.	7,575.00
69753	NE DEPT OF ENV. QUALITY	PPRINCIPAL NEW WELL LOAN	34,846.76
69754	NEBRASKA PUBLIC POWER DISTRICT	ACCT. 47068 10-24 TO 11-23	1,374.98
69755	ONE CALL CONCEPTS	ONE CALL LOCATOR CALLS	146.89
69756	CHIEF TIM LORDINO. PCAN TREAS.	ANNUAL MEMBERSHIP FEES	30.00
69757	PIZZA KITCHEN	24 OCT BIRTHDAY MEALS	138.24
69758	POLICE OFFICERS' ASSOC OF NE	PALENSKY/SIEBKEN ANNUAL MEMBER	30.00
69759	SEWARD COUNTY INDEPENDENT	NOV. 3 PROCEEDING MTG.	178.17
69760	STRYKER SALES CORPORATION	1 YR. VERIZON DATA SUB. AGREE	318.44
69761	GARY TESELLE	G. TESELLE ACCT.	472.40
69762	VERIZON WIRELESS	ACCT. 7813 WELL CONTROLS	85.15
69763	WALMART COMMUNITY BRC	GROCERIES FOR SR. CENTER	611.44
69764	WINDSTREAM NEBRASKA INC	ACCT. 1005 MAINTENANCE PHONE	344.35
69765	ZITO MEDIA	FIRE HALL CABLE SERVICE	2.18
	NE DEPT OF REVENUE	OCTOBER SALES TAX	2,816.33
	Total Paid On: 11/09/20		12,257.36
	Total Paid On: 11/23/20		10,690.72
	***** REPORT TOTAL *****		143,195.03

PRESENTATION:

Milford Fire Dept. – Jr. Firefighters & EMS Program: Tim Stewart with the Milford Volunteer Fire Dept. presented information on the Jr. Firefighters & EMS Program. The program is sanctioned by the Boy Scouts of America for both boys and girls ages 14 – 20. Rules & Guidelines were presented to the City Council for consideration. There is an annual fee of \$75.00 per participant of which \$42.00 goes to the Boy Scouts to pay for the insurance. The Fire Dept. will pay \$35.00 to provide CPR class for each participant. Stewart stated, "It is a great program." He is asking permission to move forward. Mayor Kelley questioned if it is geared more towards the fire department? Stewart noted, it is geared for both fire & rescue. Discussion was held regarding 14 & 15 year old's responding to the station or the scene. The Council asked for specifics relating to 14 & 15-year-old participation. They also asked for specifics to be added to the guidelines for all different ages so there was no discrepancy as to how the participant could be involved. The explorer must maintain a 2.5 GPA. Scholarships will be offered as a resource for funding. The program will be offered to Milford High School students. Attorney Fahleson noted the Reduction of Risk to have training for adults to be around kids. There are training

requirements spelled out as part of the Boy Scout Program. All training must be completed prior to program starting. Mayor Kelley suggested reviewing the guidelines annually. Tim will revise the guidelines and present them to the City Council in January for further review.

Notice of Award for the City of Milford Downtown Revitalization Program Grant from Nebraska Department of Economic Development: The City of Milford was awarded a Community Development Block Grant up to \$53,000.00 to be used for Downtown Revitalization (DTR) Planning/Pre-development. Jonathan Jank with SCCDP and Tom Bliss with SENDD presented information and next steps for the Planning Phase for the (CDBG). The presentation is attached to these minutes.

Both Jonathan and Tom expressed the importance of encouraging as many people as possible to participate in the planning process. This is exciting for the City of Milford.

CURRENT BUSINESS:

Election of Officers: President of Council – A motion was made by Freeman and seconded by Keib to elect Tony DeLong as President of Council. Roll call vote: Freeman yes, Keib yes, DeLong yes, Roth yes. Motion carried.

Acting President of Council – A motion was made by DeLong and seconded by Roth to elect Becky Freeman as Acting President of Council. Roll call vote: DeLong yes, Roth yes, Freeman yes, Keib yes. Motion carried.

Council Assignments: Mayor Kelley presented Council Assignments:

DeLong: Streets, Economic Development, Community Betterment, Parks.

Keib: Pool, Library, SSCSWMA, Cemetery.

Freeman: Recreation, Senior Center, Community Betterment, Webermeier Scholarships and Auditing.

Roth: Police, Fire, Water, Sewer and Auditing.

Appointments: A motion was made by DeLong and seconded by Freeman to accept the names presented as read: **Chief of Police** – Forrest Siebken; **City Clerk/Treasurer** – Jeanne Hoggins; **Maintenance Supt.** – Gary TeSelle; **Street Superintendent** – Julie Ogden with JEO from January 1 to December 31, 2021. Roll call vote: DeLong yes, Freeman yes, Keib yes, Roth yes. Motion carried.

Consider approval of Project #003 – Per Housing Committee Recommendation:

A motion was made by DeLong and seconded by Keib to approve Project #003 per the Housing Committee recommendation in the amount of \$24,925.00. Roll call vote: DeLong yes, Keib yes, Freeman yes, Roth yes. Motion carried.

Consider approval of Project #004 – Per Housing Committee Recommendation:

A motion was made by Keib and seconded by Freeman to approve Project #004 per the Housing Committee recommendation in the amount of \$12,580.00. Roll call vote: Keib yes, Freeman yes, DeLong yes, Roth yes. Motion carried.

Extend offer of employment for Police Dept and Set Wage:

Chief Siebken recommends hiring Austin Tucker as Police Officer. He is a Kansas certified officer with the Norton County Sheriff's Dept. He will need to attend 1 month of reciprocal training and has one year to complete this training.

A motion was made by DeLong and seconded by Freeman to extend an offer of employment to Austin Tucker with a starting wage of \$20.50, a .50 increase after 6 months and .50 increase at his anniversary date upon successful completion of background check and drug screening. Roll call vote: DeLong yes, Freeman yes, Keib yes, Roth yes. Motion carried.

Award bid for 2020 TCD Water Main Extension: A motion was made by DeLong and seconded by Roth to award the bid for the 2020 TCD Water Main Extension to Van Kirk

Bros. in the amount of \$61,380.00. Roll call vote: DeLong yes, Roth yes, Freeman yes, Keib yes. Motion carried.

Authorize Mayor Kelley to sign Audit Agreement with HBE CPA's & Consultants:

Mayor Kelley explained that Marvin E. Jewell merged with HBE and the audit agreement presents similar to past audits. A motion was made by DeLong and seconded by Keib to authorize the Mayor to sign the Audit Agreement presented by HBE CPA's & Consultants. Roll call vote: DeLong yes, Keib yes, Freeman yes, Roth yes. Motion carried.

Authorize payment process for drawdown #2 for 19-TFHO-16065 Owner Occupied Rehab program. A motion was made by Freeman and seconded by DeLong to authorize payment for drawdown #2 as presented for 19-TFHO-16065 Owner Occupied Rehab program. Roll call vote: Freeman yes, DeLong yes, Keib yes, Roth yes. Motion carried.

RESOLUTIONS AND ORDINANCES:


Resolution No. 614 – Signing of the Year-End Certification of City Street Superintendent 2020. (Copy of Resolution attached to these minutes)

2nd Reading – December 1, 2020:

Ordinance No. 955 – AN ORDINANCE OF THE CITY OF MILFORD, NEBRASKA AMENDING MILFORD MUNICIPAL CODE § 5-303 AS PROVIDED HEREIN REGARDING SPEED LIMITS.

A motion was made by DeLong and seconded by Keib to suspend the rules to waive the 2nd reading. Roll call vote: DeLong yes, Keib yes, Freeman yes, Roth yes. Motion carried. A motion was made by DeLong and seconded by Freeman to waive the reading on the 3rd and final reading. Roll call vote: DeLong yes, Freeman yes, Keib yes, Roth yes. Motion carried and Ordinance No. 955 passed on 3rd and final reading.

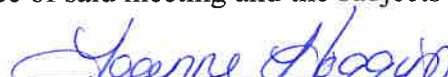
ADJOURNMENT: A motion was made by Roth and seconded by Keib to adjourn the meeting. Roll call vote: Roth yes, Keib yes, DeLong yes, Freeman yes. Motion carried and meeting adjourned at 8:27 pm.

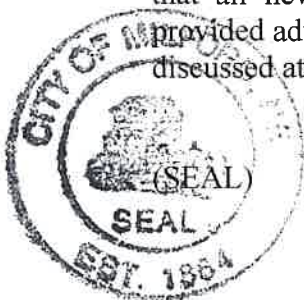

Jeanne Hoggins, City Clerk


Patrick L. 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 1, 2020 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.


Jeanne Hoggins, City Clerk



ORDINANCE NO. 955

AN ORDINANCE OF THE CITY OF MILFORD, NEBRASKA AMENDING MILFORD MUNICIPAL CODE § 5-303 AS PROVIDED HEREIN REGARDING SPEED LIMITS.

WHEREAS, City Code § 5-303 provides for speed limits within the City;

WHEREAS, the City finds it expedient to amend portions of Code § 5-303 as provided herein.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF MILFORD, SEWARD COUNTY, NEBRASKA AS FOLLOWS:

Section 1: That Milford Municipal Code § 5-303 (A)(1) be amended as follows:

No person shall operate a motor vehicle on any street at a rate of speed greater than is reasonable and prudent under the conditions then existing and except when a special hazard exists that requires lower speed, the limits specified in this paragraph or established as hereinafter authorized in this paragraph shall be maximum lawful speeds, and it shall be unlawful for the driver of any vehicle on any street within the City to drive such vehicle at a speed in excess of such maximum limits unless a different rate of speed is specifically permitted by ordinance or resolution:

- a. Fifteen (15) miles per hour in alley;
- b. Twenty (20) miles per hour within the business district;
- c. Fifteen (15) miles per hour on "D" Street from U.S. Highway 6 to Eighth (8th) Street from June 1 each year through November 1 of each year;
- d. Fifteen (15) miles per hour when flashing yellow lights are activated, 25 miles per hour when not flashing on First (1st) Street from "F" Street to Welch Park Road;
- e. Fifteen (15) miles per hour when flashing yellow lights are activated, twenty-five (25) miles per hour when not flashing on State Street from Highway 6 to the south City limits;
- f. Twenty-five (25) miles per hour on all other streets.
- g. Fifteen (15) miles per hour on Fairway Drive from U.S. Highway 6 to "D" Street from June 1 of each year through November 1 of each year.
- h. Fifteen (15) miles per hour on Eighth (8th) Street from D Street to B Street from June 1 through November 1 of each year.

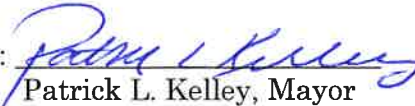
Section 2: That all Ordinance and Code provisions or portions of such in conflict herewith are hereby repealed to that extent.

Section 3: That this Ordinance shall be in full force and effect from and after publication as provided by law, and shall be published in pamphlet form.

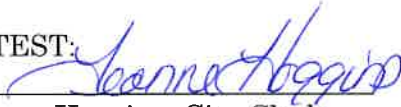
PASSED AND APPROVED THIS 1ST DAY OF DECEMBER, 2020.

CITY OF MILFORD, NEBRASKA

BY:


Patrick L. Kelley, Mayor

ATTEST:


Jeanne Hoggins, City Clerk

