



CITY OF MILFORD, NEBRASKA
COUNCIL AGENDA

Tuesday, December 6, 2022, 7:00 pm

All agenda items are for discussion and action will be taken as deemed appropriate. The City Council reserves the right to go into executive session in accordance with Section 84-1410.

1. CALL TO ORDER

Pursuant to Section 84-1412(8) of the Nebraska Open Meeting Act a current copy of the Open Meetings Act is posted on the west wall of this meeting room and is available for viewing by the public.

1. Roll Call
2. Pledge of Allegiance
3. Approve agenda as submitted.

2. SUBMITTAL OF REQUESTS FOR FUTURE ITEMS

Individuals who have appropriate items for City Council consideration should complete the **Request for Future Agenda Items** form located near the entrance of the meeting room. If the issue can be handled administratively without Council action, notification will be provided. If the item is scheduled for a committee or Council meeting, notification of the date will be given.

3. REPORTS/COMMUNICATIONS

- a. Mayor/Council members
- b. City Clerk/Department Heads

4. CONSENT AGENDA The following items are considered to be routine by the city council and will be enacted by one motion. There will be no separate discussion of these items unless a city council member or citizen so requests, in which event the item will be removed from consent status and considered in its normal sequence on the agenda.

- a. Approve Minutes: November 1, 2022
- b. Approve Claims by Auditing Committee
- c. Approve Treasurer's Report for October 2022 by Auditing Committee
- d. Reappointments to Boards and Committees

5. PRESENTATION

- a. Update on the Water Main Replacement Project – Dane Simonsen with JEO

6. CURRENT BUSINESS

- a. Election of Officers: President of Council
Acting President of Council
- b. Council Assignments:
- c. Appointments: Chief of Police
City Clerk/Treasurer
Maintenance Superintendent
Street Superintendent – Julie Ogden, January to December 2023
City Engineer – JEO for 2023
- d. Consider Interlocal Agreement/Authorize the Mayor's signature on Addendum #1 adding the City of Milford as a party to the Interlocal Agreement for cooperative public safety software, hardware, and related services by and among the counties of Butler, Saline, Seward and York and Cities of Seward and York for the law enforcement case management system provided by Zuercher.
- e. Evaluate and consider maintaining Amanda Hromek as the Recreation Coordinator at \$500.00 per month for 2023.
- f. Hire Library Clerk and set wage
- g. Consider notification of retirement from Chief Siebken effective April 21, 2023 and approval to move forward with seeking a replacement to the Chief of Police position.

7. RESOLUTIONS AND ORDINANCES:

RESOLUTION NO. 645 – AUTHORIZE MAYOR KELLEY TO SIGN THE YEAR-END CERTIFICATION OF CITY STREET SUPERINTENDENT FOR 2022.

8. ADJOURNMENT

CITY OF MILFORD
REGULAR MEETING
DECEMBER 6, 2022
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 6th day of December 2022 at 7:00 pm. Present were Mayor Patrick Kelley; Council members: Tony DeLong, Becky Freeman, Kelli Keib, Mike Roth; Attorney Anthony Aerts; Chief of Police Forrest Siebken, Maintenance Supt Gary TeSelle and City Clerk Jeanne Hoggins. Also present: Dane Simonsen with JEO, Jackson Friesen and County Commissioner Misty Ahmic.

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. The 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:

APPROVE AGENDA AS SUBMITTED: A motion was made by Keib and seconded by Freeman to approve the agenda as submitted. Roll call vote: Keib yes, Freeman yes, DeLong yes, Roth yes. Motion carried.

SUBMITTAL OF REQUESTS FOR FUTURE ITEMS: Mayor Kelley shared that the forms are available on the east table.

REPORTS/COMMUNICATIONS: Written reports received: Police Dept. Activity Report for October 2022; Milford Aging Services Commission minutes for November 15, 2022. Fire and Rescue report for November 2022. SCCDP Quarterly Report – November 2022.

Keib – All is quiet at the cemetery, still waiting on some stones. Pool - Gary will start to refinish grates soon. SSCSWMA – Next meeting is January 19, 2023 @ 7:00 pm, City Hall. Seward County Broadband Task Force will meet December 15, 2022.

Roth – 25 total rescue calls for November and 2 fire calls. WA/SW – two water main leaks, one of which may require the water to be shut down for a while. There have been changes on the Hwy 6 mains, not sure when this will go out for bids.

Chief Siebken updated the board showing photos of nuisance properties at 312 3rd Street and 617 S. D Street. 312 3rd St photos dated from 10/25/22 thru 12/6/22. 617 S. D Street photos dated from 9/15/22 thru 12/6/22.

Freeman – Sr. Center has a new board member, Linda Nelson. They have found a new exercise bike and may get some money out of the old one. Baker's chocolate fundraiser started December 1st.

Recreation program has been quiet. Mayor Kelley asked if the scoreboards were repaired. Gary noted he is waiting for a piece to be shipped to him.

DeLong – South Park is closed, waiting on NPPD to set up poles. Splash Pad – water and sewer have been run to the site. The walls have been poured and all the equipment is here and being stored. Waiting on NPPD to get power hooked up at the restrooms. Streets – Gary will pick up on additional street repairs as time allows. The snow removal equipment

is all ready for snow removal. Speed tables are marked and painted. NDOR has asked for some changes.

TeSelle – they may be able to get the underlayment down for the Splash Pad. Windstream has been keeping them busy with locates. Several companies are purchasing bulk water to bore the fiber lines. Mayor Kelley asked Gary to have his guys do a dry run down at the Timber Creek Development. The cul-de-sac is small so they may need to use the loader.

DeLong shared that during their 120-year Fire Department Banquet, Keith TeSelle received his 50-year pin and Ron Erb received his 60-year pin.

Clerk Hoggins: *Sales tax received for the month of September 2022 in the amount of \$26,953.89. *NPPD lease payment for October 2022 received in the amount of \$13,554.90.

*JEO Project Status Report thru November 30, 2022. *Thank you and drawings from Elementary Students. *Thank you for joining the Operation Green Light with Seward County. *Thank you from the GFWC Seward Woman's Club for participating in the Holiday of Trees event.

Mayor Kelley read the Certificate of Vote provided by Seward County Clerk, Sherry Schweitzer. City Council: Ward 1, Becky Freeman 266 votes. Ward 2, Tony DeLong 192 votes cast. Congratulations to both councilmembers.

The Veteran's Day Proclamation was read by Mayor Kelley at the High School Program.

CONSENT AGENDA: Mayor Kelley read the Consent Agenda:

a. Approve Minutes: November 1, 2022

b. Approval of Claims: Accounts Payable - \$263,415.56; Payroll - \$58,516.46; Totaling \$321,932.02 by the Auditing Committee.

c. Approve Treasurer's Report for October 2022 by Auditing Committee.

d. Reappointments to Boards and Committees.

A motion was made by DeLong and seconded by Freeman to approve items on the consent agenda as read. Roll call vote: DeLong yes, Freeman yes, Keib yes, Roth yes. Motion carried.

SALARIES:

| | | |
|------|------------------|---------|
| 2074 | Forrest Siebken | 2170.15 |
| 2075 | Mavis Ferris | 132.26 |
| 2076 | Jeanne Hoggins | 1506.46 |
| 2077 | Gary TeSelle | 1238.35 |
| 2078 | Whitney Parks | 1243.45 |
| 2079 | George Matzen | 689.37 |
| 2080 | Craig Carritt | 21.26 |
| 2081 | Amy Salistean | 977.98 |
| 2082 | Cathleen Fosler | 441.00 |
| 2083 | Ardella Huber | 1019.29 |
| 2084 | Owen Eickhoff | 220.92 |
| 2085 | Lisa Wiedemeyer | 138.52 |
| 2086 | Dustin Hultgrien | 1164.04 |
| 2087 | Steven Fiala | 1143.60 |
| 2088 | Travis Keilig | 1263.46 |
| 2089 | Darrin Kremer | 1066.86 |
| 2143 | Forrest Siebken | 2036.79 |
| 2144 | Mavis Ferris | 144.08 |
| 2145 | Jeanne Hoggins | 1506.46 |
| 2146 | Gary TeSelle | 1238.35 |
| 2147 | Whitney Parks | 1243.45 |

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|------|------------------|---------|
| 2148 | George Matzen | 689.37 |
| 2149 | Craig Carritt | 28.34 |
| 2150 | Amy Salistean | 886.88 |
| 2151 | Cathleen Fosler | 195.22 |
| 2152 | Ardella Huber | 1019.29 |
| 2153 | Owen Eickhoff | 249.16 |
| 2154 | Lisa Wiedemeyer | 484.57 |
| 2155 | Dustin Hultgrien | 1224.92 |
| 2156 | Steven Fiala | 1199.51 |
| 2157 | Travis Keilig | 1297.74 |
| 2158 | Darrin Kremer | 725.06 |
| 2162 | Patrick Kelley | 184.70 |
| 2163 | Waylon DeLong | 138.52 |
| 2164 | Becky Freeman | 138.52 |
| 2165 | Kelli Keib | 138.52 |
| 2166 | Michael Roth | 138.52 |
| 2167 | Forrest Siebken | 2766.11 |
| 2168 | Mavis Ferris | 118.10 |
| 2169 | Jeanne Hoggins | 1506.46 |
| 2170 | Gary TeSelle | 1238.35 |
| 2171 | Whitney Parks | 1131.44 |
| 2172 | George Matzen | 689.37 |
| 2173 | Craig Carritt | 25.98 |
| 2174 | Amy Salistean | 967.85 |
| 2175 | Cathleen Fosler | 354.42 |
| 2176 | Ardella Huber | 1019.29 |
| 2177 | Owen Eickhoff | 130.28 |
| 2178 | Lisa Wiedemeyer | 277.05 |
| 2179 | Dustin Hultgrien | 1081.51 |
| 2180 | Steven Fiala | 1009.05 |
| 2181 | Travis Keilig | 1270.32 |
| 2182 | Darrin Kremer | 946.38 |

GENERAL FUND:

| | | | |
|------|-------------------------------|--------------------------------|-----------|
| 2090 | RETIREMENT PLANS DIVISION | PENSION | 1,809.96 |
| 2091 | UNION BANK | HSA | 553.00 |
| 2092 | CHAD BROWN | UB Refund | 35.46 |
| 2093 | TIFFANY GIRMUS | UB Refund | 44.45 |
| 2094 | TREVOR ROTH | UB Refund | 37.14 |
| 2095 | MARIA WALKER | UB Refund | 41.63 |
| 2096 | UNITED STATES POSTMASTER | NOV. BILLING/OCT. USAGE | 281.94 |
| 2097 | AFLAC | OCT. SUPPLEMENTAL INSURANCE | 588.86 |
| 2098 | AMERITAS LIFE INSURANCE CORP. | DECEMBER DENTAL CONVERAGE | 735.72 |
| 2099 | ARAMARK | 4 INVOICES TOWELS, MATS, PANTS | 696.87 |
| 2100 | BLACK HILLS ENERGY | ACCT. -CITY OFFICE GAS | 610.65 |
| 2101 | BLACKBURN MFG.CO | WHITE FIELD PAINT | 1,001.56 |
| 2102 | COMPANY CARE | K. GOMEZ-LIBRARY PRE-EMP.DRUG | 78.00 |
| 2103 | CONCRETE WORKS, INC | ALLEY BETWEEN REDIGER/CITY | 65,932.00 |
| 2104 | CULLIGAN WATER CONDITIONING | ACCT. SR. CTR.FILTER/H2O | 199.25 |

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| 2105 | DAN PICKERILL | 12 VIALS OF EIP PENS | 159.00 |
| 2106 | DAS STATE ACCTG-CENTRAL FINANC | SRS MONTHLY FEE FOR OCT. | 104.00 |
| 2107 | DOLLAR GENERAL-REGIONS | MOP/ULTRA FINE SHARPEE | 47.75 |
| 2108 | FARMERS COOPERATIVE | OCTOBER FUEL | 1,133.85 |
| 2109 | GREAT WESTERN DINING | 10-27 TO 11-2 51 SR. MEALS | 547.80 |
| 2110 | GREEN THUMB LAWN SERV. LLC | MOW OCT. 5 TIMES CITY POOL | 1,750.00 |
| 2111 | GWORKS | DESKTOP FIN.LICENSE FEE | 9,805.00 |
| 2112 | HARTMANN CUSTOM SERVICE CO. | 17.74 TONS CRESHED CONCRETE | 476.28 |
| 2113 | HYDRO OPTIMIZATION & AUTO | LABOR & MILEAGE | 1,901.45 |
| 2114 | JEANNE HOGGINS | REIM.MILEAGE RELEASE LIEN | 15.63 |
| 2115 | JOHN DEERE FINANCIAL | GATOR CLUTCH/SEAT/BELTS/TIRES | 2,396.00 |
| 2116 | KELLY HANEY | 6 SR.CTR. YOGA SESSIONS | 120.00 |
| 2117 | KELLY SUPPLY COMPANY | LINE SUPPLIES | 12.81 |
| 2118 | LINCOLN WINWATER WORKS | 3 INVOICES, PIPE, PLUGS | 2,176.41 |
| 2119 | MATHESON TRI-GAS, INC | NITROGEN, OXYGEN, GAS | 278.92 |
| 2120 | MENARDS-LINCOLN NORTH | CABLE, COVERS | 47.95 |
| 2121 | MIDWEST AUTO PARTS | HEADLIGHT LAMP, CONNECTORS | 132.80 |
| 2122 | MILFORD A/C & APPLIANCE, INC. | LABOR/SERVICE CALL | 297.00 |
| 2123 | NE STATE FIRE MARSHAL AGENCY | POOL BOILER INSPEC. CERTIFICAT | 36.00 |
| 2124 | NEBRASKA PUBLIC POWER DISTRICT | ACCT. SR. CTR. ELECTRICIT | 191.08 |
| 2125 | NEBRASKA SALT & GRAIN CO. | 4 TOTES OF SALT | 978.00 |
| 2126 | NORRIS PUBLIC POWER DIST | ACCT. NORTH WELL | 436.51 |
| 2127 | ONE CALL CONCEPTS | 107 LOCATES MINUS DISCOUNT | 87.12 |
| 2128 | OSWALD ELECTRIC | LABOR | 476.73 |
| 2129 | PETTY CASH | COST RELEASE 2 LIENS | 46.38 |
| 2130 | POTTER REPAIR, INC. | LABOR COSTS | 352.00 |
| 2131 | REDIGER AUTOMOTIVE | FRONT CATYLITIC CONV.TAURUS | 85.32 |
| 2132 | REMBOLT LUDTKE LLP | OCTOBER MONTHLY BILLINGS | 2,940.50 |
| 2133 | SCHUMACHER ELEVATOR CO. | QUARTERLY ELEV.MAIN.OIL/GREASE | 345.00 |
| 2134 | SEWARD COUNTY INDEPENDENT | NOV. 1 PROC. & MINUTES | 213.11 |
| 2135 | SUSAN TRABERT | BINGO SUPPLIES | 31.86 |
| 2136 | UNION BANK | 7 EMPLOYEES HSA ACCT/2.00 EACH | 14.00 |
| 2137 | UNIVERSAL PREMIUM | OCT. TO NOV. 5 POLICE FUEL | 699.58 |
| 2138 | URIBE REFUSE SERVICES, IN | 10-10 RECYCLING & DISPOSAL | 609.70 |
| 2139 | VERIZON WIRELESS | ACCT. FIRE DEPT. | 93.54 |
| 2140 | WHITNEY PARKS | 2 TRIPS/SEWARD/RELEASE LIEN | 31.25 |
| 2141 | WINDSTREAM NEBRASKA INC | 11-7 TO 12-6 INTERNET SHOP SERV | 134.80 |
| 2142 | ZITO MEDIA | NOV. BILLING | 6.09 |
| 2159 | RETIREMENT PLANS DIVISION | PENSION | 1,809.96 |
| 2160 | UNION BANK | HSA | 553.00 |
| 2183 | RETIREMENT PLANS DIVISION | PENSION | 1,809.96 |
| 2184 | UNION BANK | HSA | 553.00 |
| 2188 | AMANDA HROMEK | 5.17 HRS. NOV. REC. COORD. | 500.00 |
| 2189 | BECCA'S CLEANING SERVICE | NOV. FIRE STATION CLEANING | 150.00 |
| 2190 | CANON FINANCIAL SERVICES | NOV. COPIER CONTRACT | 165.00 |

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| 2191 | CAPITAL ONE (WALMART) | SR. CTR. GROCERIES | 293.35 |
| 2192 | CARD SERVICE CENTER | POT HOLE PATCH MIX, SUPPLIES | 2,702.16 |
| 2193 | CARD SERVICES (VISA) | PIPE, CHAIN, HEATING WRAP | 96.93 |
| 2194 | CULLIGAN WATER CONDITIONING | WATER COOLER RENTAL | 8.00 |
| 2195 | DEARBORN GROUP | DEC. FIREMAN'S LIFE/A.D.D.INS | 55.04 |
| 2196 | EMERGENCY MEDICAL PROD,INC | MASK, HEADBLOCK, GLOVES, PACK | 482.92 |
| 2197 | GREAT WESTERN DINING | 46 MEALS 11-3 TO 11-9 SR. CTR | 303.60 |
| 2198 | HBE LLP | FYE 9-30-22 AUDIT STATEMENT | 12,000.00 |
| 2199 | IMAGE TREND, INC | ST.NE.BRIDGE WITH NFIRS | 250.00 |
| 2200 | INGRAM LIBRARY SERVICES | 6 INV. LIBRARY BOOKS | 343.68 |
| 2201 | JEO CONSULTING GROUP, INC. | HIGHWAY WATER MAIN RELOCATE | 3,000.00 |
| 2202 | JR WELDING | LABOR/TRASH PUMP BRACKET | 90.00 |
| 2203 | KELLY HANEY | SR. CTR. YOGA 6 SESSIONS | 120.00 |
| 2204 | MAIN STREET MARKET | MEAT, BAKED ITEMS FOR SR. CTR. | 17.57 |
| 2205 | MEDICA HEALTH PLAN | DEC.MEDICAL COVER-EXC.2 EMPLOY | 7,871.98 |
| 2206 | MHCS FAMILY MEDICAL CENT. | MILFORD FIRE DEPT. FLU SHOTS | 606.00 |
| 2207 | MICHELLE FOLKERS | 11-6 & 11-20 CLEANING CITY OFF | 100.00 |
| 2208 | MILFORD SCHOOL DIST. #5 | 10-1 TO 11-28-22 POLICE FINES | 35.00 |
| 2209 | NE PUBLIC HEALTH ENV. LAB | WATER TESTS | 367.00 |
| 2210 | NEBRASKA PUBLIC POWER DISTRICT | 9-24 TO 10-24 ELECTRICITY | 3,580.19 |
| 2211 | OMAHA WORLD HERALD | 1 YR. SUB. OMAHA WORLD HERALD | 509.39 |
| 2212 | KATIE PARKS | 2023 MEMBERSHIP DUES-SIEBKEN | 60.00 |
| 2213 | PIZZA KITCHEN | 38 OCT. BIRTHDAY MEALS-SR.CTR. | 249.50 |
| 2214 | POLICE OFFICERS' ASSOC OF NE | 2023 ANNUAL MEMBERSHIP SIEBKEN | 20.00 |
| 2215 | SHARON BENDER | 2 TURKEYS-SR.CTR. HOLIDAY LUN. | 38.59 |
| 2216 | STUTZMAN DIGGING | SPLASH PAD WATER TAP | 11,474.25 |
| 2217 | SWEET CANVAS CAKES | 2 9X13 BIRTHDAY CAKES | 52.00 |
| 2218 | GARY TESELLE | GARY TESELLE ACCCT. | 400.00 |
| 2219 | VERIZON WIRELESS-P-CITY OFFICE | ACCT. 00002/OCT.11/NOV.10 | 176.04 |
| 2220 | VERIZON WIRELESS | ACCT. 00001/OCT.11/NOV.10 | 150.61 |
| 2221 | VOSS LIGHTING | SHOP LIGHTS | 158.68 |
| 2222 | WINDSTREAM NEBRASKA INC | ACCT. -FIRE HALL | 276.00 |
| | IRS-FEDERAL WITHHOLDINGS | FED/FICA TAX | 4,256.64 |
| | NE DEPT OF REVENUE | STATE TAX | 660.22 |
| | IRS-FEDERAL WITHHOLDINGS | FED/FICA TAX | 4,071.80 |
| | NE DEPT OF REVENUE | STATE TAX | 608.78 |
| | IRS-FEDERAL WITHHOLDINGS | FED/FICA TAX | 122.44 |
| | IRS-FEDERAL WITHHOLDINGS | FED/FICA TAX | 4,254.24 |
| | NE DEPT OF REVENUE | STATE TAX | 665.44 |
| | NE DEPT OF REVENUE | SALES TAX FOR OCTOBER 2022 | 1,054.45 |
| | CROUCH RECREATION | SPLASH PAD INVOICE | 109,074.00 |
| | Total Payroll On: 11/07/22 | | 14,436.97 |
| | Total Payroll On: 11/21/22 | | 14,169.19 |
| | Total Payroll On: 12/01/22 | | 738.78 |
| | Total Payroll On: 12/05/22 | | 14,531.96 |

PRESENTATION:**Update on the Water Main Replacement Project – Dane Simonsen with JEO:**

Dane Simonsen with JEO provided information on the water main replacement project which has been designed and approved, we are just waiting for funding. The water main project has been designed for some time. The wait has been due to; starting in February of 2022 new funding became available and they were supposed to issue guidance documents, basically explaining how to comply. Fast forward to November they finally have the documents available. Projects that have been identified to use this funding can actually bid in accordance with the guidelines. To move forward with the water main project from a compliance standpoint, the funding listed in the Intended Use Plan from the SRF, (State Revolving Fund) is 6.4 million with 45% forgiveness. There are two paths to move forward with the water main project: Because we have looked into this far enough in advance, we qualify for a waiver. The waiver allows us to bid the project with America Iron & Steel requirements and Davis Bacon requirements. The waiver is only good for 2 years so if we want to proceed to need to move on things right now. The other option is to bid the project under the Buy America requirements along with Davis Bacon requirements. The budgeted allocation with the SRF is 6.4 million and the last cost estimate was 3.4 million *pending pricing of materials and contractors. We can carve out specifics on the bid if necessary to keep within the cost estimate.

Dane also wanted to share information if the community was interested in moving forward with the treatment facility. There is no new funding available right now, so the 6.4 million is what we have to work with for the next 2 years. We could if we wanted to swap out the water main replacement project for a treatment facility project. We can spend 6.4 million however we want to. Dane was not confident with pricing to say the treatment facility could be completed on the gap difference, the 6.4 minus the 3.4 estimate for the water main replacement. He had not heard much from the community about moving forward with the treatment facility, but he wanted to update the council with this information. The only other possibility is IF we would qualify for emerging contaminants funding. (Specific fundings) We would not qualify right now.

Dane would recommend moving forward with the full project with an alternate built into it, if there are concerns with construction costs, under the waiver. The waiver includes the American Iron & Steel requirement, which we've had for 5 years or longer. Everyone is familiar with it.

Mayor Kelley noted that we are prepared to move forward as intended with the transmission lines, they are the oldest lines. We did receive ARPA funds from the County and need to stay focused on that end goal.

Seward County Commissioner Misty Ahmic questioned if anyone knew what happened to the 4-million-dollar ARPA funding through NDEE available for drinking water/reverse osmosis/nitrates. Dane will investigate this.

Dane will be in touch and preparing for next month's meeting.

CURRENT BUSINESS:**Election of Officers:**

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

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

Council Assignments: Mayor Kelley made two changes to the council assignments. Keib will now be liaison over Sr. Center and Freeman will be liaison over Pool. A motion was made by DeLong and seconded by Freeman to accept the rolls and responsibilities as assigned. Roll call vote: DeLong yes, Freeman yes, Keib yes, Roth yes. Motion carried.

Appointments:

Chief of Police: A motion was made by Roth and seconded by DeLong to approve the mayor's appointment of Forrest Siebken as Chief of Police. Roll call vote: Roth yes, DeLong yes, Freeman yes, Keib yes. Motion carried.

City Clerk/Treasurer: A motion was made by DeLong and seconded by Keib to approve the mayor's appointment of Jeanne Hoggins as City Clerk/Treasurer. Roll call vote: DeLong yes, Keib yes, Freeman yes, Roth yes. Motion carried.

Maintenance Superintendent: A motion was made by Keib and seconded by Roth to approve the mayor's appointment of Gary TeSelle as the Maintenance Superintendent. Roll call vote: Keib yes, Roth yes, DeLong yes, Freeman yes. Motion carried.

Street Superintendent: A motion was made by DeLong and seconded by Freeman to approve the mayor's appointment of Julie Ogden with JEO Consulting Group as the Street Superintendent for January thru December 2023. Roll call vote: DeLong yes, Freeman yes, Keib yes, Roth yes. Motion carried.

City Engineer: A motion was made by Keib and seconded by Roth to approve the mayor's appointment of JEO Consulting Group as the city engineer for 2023. Roll call vote: Keib yes, Roth yes, DeLong yes, Freeman yes. Motion carried.

Consider Interlocal Agreement/Authorize the Mayor's signature on Addendum #1 adding the City of Milford as a party to the Interlocal Agreement for cooperative public safety software, hardware, and related services by and among the counties of Butler, Saline, Seward and York and Cities of Seward and York for the law enforcement case management system provided by Zuercher. Mayor Kelley noted the item was tabled to allow additional time to evaluate the program. Chief Siebken noted it is a valuable system. A motion was made by DeLong and seconded by Keib to authorize Mayor Kelley to sign Addendum #1 of the Interlocal Agreement for cooperative public safety software, hardware, and related services for the law enforcement case management system provided by Zuercher/Central Square. Roll call vote: DeLong yes, Keib yes, Freeman yes, Roth yes. Motion carried.

Evaluate and consider maintaining Amanda Hromek as the Recreation Coordinator at \$500.00 per month for 2023. Discussion was held regarding improvement of communication between Amanda, Maintenance Department and Coaches if items are broken and needing repair. Everyone thought Amanda did an excellent job after working out beginning details. Fall soccer was moved to Monday evening and ran very well. A motion was made by Freeman and seconded by DeLong to maintain Amanda Hromek as Recreation Coordinator for the 2023 calendar year at the rate of \$500.00 per month. Roll call vote: Freeman yes, DeLong yes, Keib yes, Roth yes. Motion carried.

Hire Library Clerk and set wage: A motion was made by Keib and seconded by Roth to hire Landon Allen as part-time library clerk at \$10.50 per hour. Roll call vote: Keib yes, Roth yes, DeLong yes, Freeman yes. Motion carried.

Consider notification of retirement from Chief Siebken effective April 21, 2023 and approval to move forward with seeking a replacement to the Chief of Police position. Mayor Kelley read the letter of retirement submitted by Chief of Police Forrest Siebken. The board members stated it has been an honor working with Chief Siebken and they appreciate all he has done for the community.


Chief Siebken is willing to assist with updating the new Chief of Police on what has been happening within the department and will encourage him to make the department his own.

RESOLUTIONS AND ORDINANCES:

RESOLUTION NO. 645 – AUTHORIZE MAYOR KELLEY TO SIGN THE YEAR-END CERTIFICATION OF CITY STREET SUPERINTENDENT FOR 2022.

A copy of Resolution No. 645 is attached to these minutes.

ADJOURNMENT: A motion was made by DeLong and seconded by Roth to adjourn the meeting. Roll call vote: DeLong yes, Roth yes, Freeman yes, Keib yes. Motion carried and meeting adjourned at 8:10 pm.

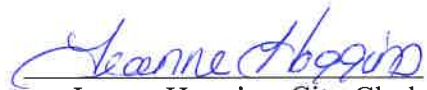

Jeanne Hoggins, City Clerk


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 6, 2022 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

Appointments:

Re-appointments:

Emergency Management Director (3-year term)

Wayne Stohlmann – 1/3/23 thru 1/3/26

Jeremy Dinges – 1/3/23 thru 1/3/26

Board of Adjustments (3-year term)

Mike Howe – 1/1/23 thru 1/1/26

Dean Bruha – 1/1/23 thru 1/1/26

Housing Authority (3-year term)

Jolene Pohlman – 12/31/22 thru 12/31/25

Christine Schwindt – 12/31/22 thru 12/31/25

Pool Board (3-year term)

Ashley Eicher – 2/1/22 thru 2/1/25

Leslie Toovey – 2/1/22 thru 2/1/25

Citizen Advisory Review Committee (2-year term)

Jim Kremer – 1/5/23 thru 1/5/25

Marian Eicher – 1/5/23 thru 1/5/25

***Individuals I have contacted that are no longer interested in serving:**

Planning Commission – Roger Kontor and Brad Havener

Pool Board – Kari Jakub

Webermeier Scholarship Committee – Mark Christensen

Recreation Board – Leslie Toovey and Jodi Roth

Do not recreate or revise this document. Revisions and recreations will not be accepted. Failure to complete and return the necessary documents per instructions will result in your municipality not receiving an Incentive Payment for Calendar Year 2022. Documents include the original Signing Resolution, Year-End Certification(s), and a copy of documentation of the appointment(s) of the City Street Superintendent(s). These must be received at the NDOT by December 31, 2022.

RESOLUTION
SIGNING OF THE
YEAR-END CERTIFICATION OF CITY STREET SUPERINTENDENT
2022

Resolution No. 645

Whereas: State of Nebraska Statutes, sections 39-2302, and 39-2511 through 39-2515 details the requirements that must be met in order for a municipality to qualify for an annual Incentive Payment; and

Whereas: The State of Nebraska Department of Transportation (NDOT) requires that each incorporated municipality must annually certify (by December 31st of each year) the appointment(s) of the City Street Superintendent(s) to the NDOT using the Year-End Certification of City Street Superintendent form; and

Whereas: The NDOT requires that each certification shall also include a copy of the documentation of the city street superintendent's appointment, i.e., meeting minutes; showing the appointment of the City Street Superintendent by their name as it appears on their License (if applicable), their License Number (if applicable), and Class of License (if applicable), and type of appointment, i.e., employed, contract (consultant, or interlocal agreement with another incorporated municipality and/or county), and the beginning date of the appointment; and

Whereas: The NDOT also requires that such Year-End Certification of City Street Superintendent form shall be signed by the Mayor or Village Board Chairperson and shall include a copy a resolution of the governing body authorizing the signing of the Year-End Certification of City Street Superintendent form by the Mayor or Village Board Chairperson.

Be it resolved that the Mayor ☒ Village Board Chairperson ☐ of City of Milford
(Check one box) (Print Name of Municipality)
is hereby authorized to sign the attached Year-End Certification of City Street Superintendent completed form(s).

Adopted this 6th day of December, 20 22 at Milford, Nebraska.
(Date) (Month)

City Council/Village Board Members

Tony DeLong

Becky Freeman

Kelli Keib

Mike Roth

City Council/Village Board Member Keib
Moved the adoption of said resolution
Member Roth Seconded the Motion
Roll Call 4 Yes 0 No 0 Abstained 0 Absent
Resolution adopted, signed, and billed as adopted.

Attest:

Jeannie Haggard

(Signature of Clerk)

Do not recreate or revise this document. Revisions and recreations will not be accepted. Copying this form is acceptable; see (3) below. **Failure to complete and return the necessary documents per instructions will result in your municipality not receiving an Incentive Payment for Calendar Year 2022.** Documents include the original Signing Resolution, Year-End Certification(s), and a copy of documentation of the appointment(s) of the City Street Superintendent(s). These must be received at the NDOT by December 31, 2022.

Year-End Certification of City Street Superintendent For Determining Incentive Payment in Calendar Year 2022

Separate forms may be needed to account for the entire year, see (3) below

This Form Covers the Following Period: January (Month), 2022 to December (Month), 2022 (Day)

*(1)(a) The municipality of Milford (Print name of City or Village) certifies that: Julie A. Ogden (Print name of Superintendent as it appears on license card if applicable) was the appointed City Street Superintendent during the above period. **IF A NAME IS NOT ENTERED ABOVE (NO APPOINTED CITY STREET SUPERINTENDENT FOR THIS PERIOD), SKIP TO (2) BELOW.**

(b) the superintending services of the above listed individual were provided by: (Check one box)

- ☐ Employment with this Municipality ☒ Contract (consultant) with this Municipality ☐ Contract (interlocal agreement) between this Municipality and the following listed Municipality(ies) and/or County(ies)

(c) and the above listed individual assisted in the following: Reference Neb. Rev. Stat. §39-2512

1. Developing and annually updating a long-range plan based on needs and coordinated with adjacent local governmental units,
2. Developing an annual program for design, construction, and maintenance,
3. Developing an annual budget based on programmed projects and activities,
4. Submitting such plans, programs, and budgets to the local governing body for approval; and
5. Implementing the capital improvements and maintenance activities provided in the approved plans, programs, and budgets,

(d) the above listed individual also served as (Check all boxes that apply) city engineer ☐ village engineer ☐ public works director ☐ city manager ☐ city administrator ☐ street commissioner ☐

(e) If the above listed individual is a Licensed City Street Superintendent, enter their Superintendent's License Number S- 1407 and Class of License A, and/or

(f) If the above listed individual is a Licensed Engineer in Nebraska, enter their Engineer's License Number E- _____

(2) [Signature]
Signature of Mayor ☒ Village Board Chairperson ☐

*(3) If during the calendar year your municipality (a) did not have a city street superintendent for any portion(s) of the year; or (b) had an appointed city street superintendent that was not licensed for any portion(s) of the year; or (c) had one or more appointed licensed city street superintendents for any portion(s) of the year; or (d) had two or more successive licensed superintendents for any portion of the year, please complete a separate Year-End Certification form for each period. **Copy this form as needed to account for these separate periods.**

(4) The payment amount will be computed based on (a) your most recent Federal Census as certified by the Tax Commissioner; (b) the number of full calendar months served by the appointed superintendent who is licensed or exempted from licensure under the Superintendents Act; (c) class of license, A or B if applicable; and (d) if the appointed City Street Superintendent assisted with the required duties in (1)(c) above. Reference Neb. Rev. Stat. §§39-2302 and 39-2511 through 39-2515.

(5) Failure to return by December 31, 2022, the Year-End Certification(s), Signing Resolution, and a copy of documentation of the appointment(s) of the superintendent(s) per the instructions will result in your municipality not receiving an Incentive Payment.



Return the completed original resolution and certification(s), and a copy of the documentation of appointment(s) by December 31, 2022 to:

Highway Local Liaison Coordinator
Boards-Liaison Services Section
Local Assistance Division
Nebraska Department of Transportation
PO Box 94759
Lincoln NE 68509-4759

