

CITY OF MILFORD
REGULAR MEETING
FEBRUARY 2, 2021
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 2nd day of February 2021 at 7:00 pm. Present were: Mayor Patrick Kelley; Council members: Tony DeLong, Becky Freeman, Kelli Keib, Mike Roth; Attorney Mark Fahleson; Maintenance Supt. Gary TeSelle and City Clerk Jeanne Hoggins. Also present: Kevin Keib, Larry TeSelle, Roy Cast, Peter Fellers and Mikaela Davis with HBE CPA's.

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:

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

SUBMITTAL OF REQUESTS FOR FUTURE ITEMS:

REPORTS/COMMUNICATIONS: Written reports received: Fire Dept Report for January 2021. Seward/Saline County Solid Waste Management Agency minutes for October 29, 2020 and January 7, 2021. Library Report for January 2021. Senior Center Newsletter for February 2021.

Mayor Kelley – Roth and Kelley met with members of the construction crew on the new City Hall building. Discussion was held regarding the operation of the HVAC system. Roth is an instructor at SCC and is very knowledgeable with HVAC systems.

DeLong - Streets: *The large snowfall of 14.5" presented challenges and the maintenance crew and some volunteers kept up and did a great job. There were some equipment issues that Gary is taking care of. *A meeting is scheduled for February 10th regarding the drainage study, neighbors will be notified, presentation will be conducted by JEO.

*Update from SCCDP, Rural Workforce Housing pledges have reached 250,000.00. Applications have/will been submitted for additional matching funds. Potential of 1.3 million dollars toward this project. *CBC met last night to consider an application from the Fire Dept. for improvements to the building. Some were cosmetic and some for safety. Further research to see if SCC can assist with some of the details. Item tabled.

Freeman – *Recreation Board meets tomorrow. *Sr. Center remains closed. Since last March 2076 meals have been delivered. Snow was cleaned from gutters as well as between the buildings.

Roth – *Fire Dept. report for January, Rescue calls 12, no fire calls. Water - *Lead and Copper regulations will be an upcoming conversation. New EPA changes are also coming up.

Keib - *Pool Manual reviewed, COVID discussion to be held later. Advertising for pool staff has begun. May look into wages. *Library report for January was submitted. *Cemetery not open due to repairs needed on the road grader. *S/SCSWMA meeting held January 7, 2021. Addendum to add Garland to the Interlocal Agreement under Consent Agenda. Old recycle trailers available to be repurposed if interested. Reimbursement went from 100% to 25% due to reduction of tipping fees and budget restraints. Comparability study may be conducted on tipping fees in surrounding communities. *Snow removal information shared on social media sites by Keib, which seemed to help with people pushing snow into the streets.

Clerk Hoggins –Sales tax received for the month of November 2020 in the amount of \$19,863.32. NPPD lease rebate payment for the month of December 2020 received in the amount of \$15,395.28.

CONSENT AGENDA: Mayor Kelley read the Consent Agenda:

1. Approve Meeting Minutes of – January 5, 2021
2. Approval of Claims: Accounts Payable - \$75,720.38; Payroll - \$53,667.59. Totaling \$129,387.97.
3. Appointments/Re-appointments- Milford Aging Services Commission: Pat Grimes and Diane Kemper. Terms running 2/2/21 thru 2/2/23.
4. Approve Addendum #1 to Interlocal Agreement creating the S/SCSWMA to add additional party, Village of Garland.
5. Authorize payment process for drawdown #3 for 19-TFHO-16065 Owner Occupied Rehab Program
6. Renew Website Maintenance/Retainer and Google Analytics Reports with Ashley Cameron.

A motion was made by DeLong and seconded by Freeman to approve items on the consent agenda, with the exception of item #6. Roll call vote: DeLong yes, Freeman yes, Keib yes, Roth yes. Motion carried.

SALARIES:

69851	Mark Frey	96.04
69852	Forrest Siebken	1916.57
69856	Craig Carritt	10.93
69857	Jessica Wang	40.63
69858	Jon Wiedemeyer	177.96
69859	Amy Salistean	926.69
69860	Ardella Huber	975.97
69861	James Palensky	2160.90
69862	Owen Eickhoff	26.76
69863	Jeremiah Taylor	99.73
69864	Marissa Parman	232.73
69865	Hanna Fougeron	49.87
69866	Dustin Hultgrien	1025.66
69871	Jeanne Hoggins	1427.94
69872	Gary TeSelle	1093.89
69873	George Matzen	849.68
69955	Forrest Siebken	2192.39
69956	Jeanne Hoggins	1427.94
69957	Gary TeSelle	1065.34
69958	George Matzen	849.68
69959	Craig Carritt	19.66

69960	Jon Wiedemeyer	177.96
69961	Amy Salistean	932.93
69962	Ardella Huber	1077.21
69963	James Palensky	1803.61
69964	Owen Eickhoff	104.82
69965	Marissa Parman	669.43
69966	Hanna Fougeron	189.08
69967	Dustin Hultgrien	996.33
69968	Austin Tucker	1388.80
69969	Joseph Kallhoff	1296.00
69973	Mark Frey	522.50
69974	Forrest Siebken	1608.08
69975	Jeanne Hoggins	1427.94
69976	Gary Teselle	1065.34
69977	George Matzen	849.68
69978	Craig Carritt	30.58
69979	Jon Wiedemeyer	177.96
69980	Amy Salistean	876.78
69981	Ardella Huber	1090.35
69982	James Palensky	1618.14
69983	Owen Eickhoff	129.36
69984	Jeremiah Taylor	95.58
69985	Marissa Parman	371.94
69986	Hanna Fougeron	116.10
69987	Dustin Hultgrien	1260.31
69988	Austin Tucker	1633.91
69989	Joseph Kallhoff	1257.87
69992	Patrick Kelley	184.70
69993	Waylon DeLong	138.52
69994	Becky Freeman	138.52
69995	Kelli Keib	138.52
69996	Michael Roth	138.52

GENERAL FUND:

69869	RETIREMENT PLANS DIVISION	PENSION-133011	1,424.36
	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	3,387.67
	NE DEPT OF REVENUE	STATE TAX	523.42
69870	UNION BANK	HSA	636.50
69908	UNITED STATES POSTMASTER	DEC. UTILITY BILLS/DUE 1-28-21	213.75
69906	KORENE DILLON	UB Refund	49.98
69907	BRANDON ROTH	UB Refund	15.55
69909	AFLAC	DEC. SUPPLEMENTAL INSURANCE	380.28
69910	ALOHA ROTH	DEC. BIRTHDAY SHEET CAKE	25.00
69911	AMERICAN WATER WORKS ASSOC.	G.TESELL 3-1-21/2-28-22 MEMBER	210.00
69912	AMY SALISTEAN	VEG,BREAD,ROAST, FOR SR. CTR.	41.35
69913	ASCAP	1-1-21 TO 12-31-21 BASE FEE	367.00
69914	BLACK HILLS ENERGY	CITY HALL GAS SERV	1,723.47
69915	CLIA LABORATORY PROGRAM	RENEWAL CLIA	180.00
69916	COMPANY CARE	A.TUCKER PRE. EMPL DRUG SCREEN	78.00
69917	CONSTRUCTORS, INC.	HIGHWAY & ALLEY REPAIRS	10,579.00

69918	CULLIGAN WATER CONDITIONING	ACCT. 21410 SR. CTR.RENT/WATER	166.65
69919	DAN PICKERILL	3 EMERGENCY BOOKS/SESS BOOKSTO	437.26
69920	DAS STATE ACCTG-CENTRAL FINANC	DEC. SRS FEE	93.00
69921	DIGITAL ALLY, INC	REPLACE CAMERA/BODY CAM	205.00
69922	DUSTIN HULTGRIEN	REIMB. STEEL TOED SHOES	139.40
69923	EAKES OFFICE SOLUTIONS	2 PRINT CART.MAINTENANCE DEPT.	217.98
69924	FARMERS COOPERATIVE	REAR DUALS 2000 DUMP TRUCK	1,923.00
69925	GUTH LABORATORIES, INC	QUICK CONNECT/BRAC.SIMULATOR	42.64
69926	HBE LLP	AUDIT 2019/2020 FEE	7,500.00
69927	HYDRAULIC EQUIPMENT SERVICE	BLADE CYLINDER VENT	5.10
69928	INSPRO INSURANCE CO	10-1-20 RENEWAL CYBER RISK POL	2,086.00
69929	JEANNE HOGGINS	REIM. STEP STOOL/SWIFTER/PADS	47.49
69930	JOE KALLHOFF	REIMB. STEEL TOED SHOES	138.34
69931	KELLY SUPPLY COMPANY	ICE TREATMENT PUMP PARTS	27.71
69932	MATHESON TRI-GAS,INC	12-1 TO 12/31/20 COMPRESS.GAS	219.79
69933	MEMORIAL HEALTH CARE SYSTEMS	PHYSICAL/A. TUCKER	246.00
69934	MIDWEST AUTO PARTS	BATTERY,OIL FILTER	276.62
69935	MIDWEST UNLIMITED	LANYARD & FACE MASKS	158.84
69936	MILFORD PLUMBING INC.	1 - 1' COUPLING	7.24
69937	NE PUBLIC HEALTH ENV. LAB	WATER TESTING	78.00
69938	NE RURAL WATER ASSOCIATION	ANNUAL MEMBERSHIP-RURUAL WATER	250.00
69939	NEBRASKA PUBLIC POWER DISTRICT	11-24 TO 12-22 ELECT. CHARGES	5,110.38
69940	NORRIS PUBLIC POWER DIST	ACCT. 40600 SOUTH WELL	274.01
69941	PAPER TIGER SHREDDING	FISCAL YR. ENDING PURGE	75.00
69942	PIZZA KITCHEN	30 NOV. BIRTHDAY MEALS	172.80
69943	REMBOLT LUDTKE LLP	DEC. 2020 LEGAL SERVICES	2,000.00
69944	SAM'S CLUB	CLEANING SUPPLIES FOR OFFICE	229.66
69945	SERVI-TECH INC.	LAGOO TEST SUPPLIES	148.60
69946	SEWARD COUNTY INDEPENDENT	HOLIDAY GREETING AD/CITY	84.00
69947	TOOFAST SUPPLY	BATTERY SOCKET ADAPTER/MAP ADJ	413.80
69948	UNION BANK	5 EMPLOYEES HSA @ \$2.00 EACH.	10.00
69949	UNIVERSAL PREMIUM	FUEL FOR POLICE VEHICLES	396.24
69950	URIBE REFUSE SERVICES, IN	DEC.3 & 17 ROLLOFF RECYCL 30YD	468.00
69951	VERIZON WIRELESS	INTERNET	113.71
69952	VERIZON WIRELESS-P	SERVICE	96.12
69953	WINDSTREAM ENTERPRISE	6 PHONES	234.94
69954	WINDSTREAM NEBRASKA INC	DEC. SERVICE	120.28
69970	RETIREMENT PLANS DIVISION	PENSION	1,424.36
	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	4,163.33
	NE DEPT OF REVENUE	STATE TAX	627.53
69971	UNION BANK	HSA	675.00
69972	KATHLEEN KESSLER	UB Refund	48.03
69990	RETIREMENT PLANS DIVISION	PENSION	1,424.36
	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	4,313.71
	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	122.44
	NE DEPT OF REVENUE	STATE TAX	625.01
69991	UNION BANK	HSA	675.00

69997	AMERITAS LIFE INSURANCE CORP.	FEBRUARY DENTAL COVERAGE	401.84
69998	AMY SALISTEAN	REIMB. GROCERIES	19.43
69999	ARAMARK	TOWELS,RUGS,PANTS	684.34
70000	BLUE CROSS & BLUE SHIELD	FEBR. HEALTH INSURANCE PREM.	8,165.26
70001	BLACK HILLS ENERGY	SR.CTR. GAS SERVICE	206.93
70002	BLUE 360 MEDIA	2 NE. CRIMINAL TRAFFIC MANUALS	162.75
70003	CANON FINANCIAL SERVICES	JANUARY CANON CONTRACT	165.00
70004	CARD SERVICE CENTER	MILFORD DOMAIN RENEWAL	1,333.81
70005	CARD SERVICES (VISA)	PLOW PARTS	27.55
70006	PETTY CASH	LG.CANVAS ZIPPER BAG/XMAS TREE	60.34
70007	CORNHUSKER STATE INDUSTRIES	COUNCIL TABLES/CLERK DESK	4,782.00
70008	DEARBORN GROUP	FEB. ACCID. LIFE INSURANCE	127.28
70009	EAKES OFFICE SOLUTIONS	1 CASE PAPER SR. CENTER	45.99
70010	EMERGENCY MEDICAL PROD.	BLOOD PR.CUFF,RESCUE BAG,MASKS	607.04
70011	FIRESPK, INC	ANNUAL FIRE SPRINKLER TESTING	127.50
70012	INGRAM LIBRARY SERVICES	BOOKS FOR LIBRARY	341.50
70013	JEO CONSULTING GROUP, INC.	WATER MAIN RELOC/TIMBER CREEK	10,695.00
70014	KENDALL HOGGINS	BUILD.INSPE. DEC.1, TO JAN.9	650.00
70015	MARVIN E JEWELL & CO	CONSULTATION FEE/GRANT	185.00
70016	MICHELLE FOLKERS	2 HRS. 1-14-21 CLEAN/CITY HALL	50.00
70017	MILFORD FIRE & RESCUE	MUTUAL AID DUES	50.00
70018	NE PUBLIC HEALTH ENV. LAB	WATER TESTING	30.00
70019	NMC, INC	PIN FOR BLADES	139.24
70020	PIZZA KITCHEN	DEC. BIRTH/12-28-31 SR. MEALS	561.26
70021	SEWARD COUNTY INDEPENDENT	JAN. 5 LEGAL MINUTES	50.42
70022	SUPER SPRAY CAR WASH	75 \$2.00 CAR WASH TOKENS	150.00
70023	GARY TESELLE	G.TESELLE ACCT.	476.70
70024	VERIZON WIRELESS	ACCT. 7813 1-11 TO 2-10-21 BIL	85.15
70025	WALMART COMMUNITY BRC	GROCERIES FOR SR. CTR.	280.50
70026	WINDSTREAM NEBRASKA INC	ACCT. 1005 MAIN. PHONE	344.66
	NE DEPT OF REVENUE	SALES TAX DECEMBER 2020	2,428.66
	Total Paid On: 1/04/21		11,111.95
	Total Paid On: 1/18/21		13,921.33
	Total Paid On: 2/01/21		14,871.20
	***** REPORT TOTAL *****		131,487.33

PRESENTATION:

Audit Report 2019-2020, HBE CPA's: Peter Fellers and Mikaela Davis presented the audit report for fiscal year 2019-2020. Presentation attached to these minutes.

A motion was made by DeLong and seconded by Roth to accept the audit report for 2019-2020 as presented. Roll call vote: DeLong yes, Roth yes, Freeman yes, Keib yes. Motion carried.

CURRENT BUSINESS:

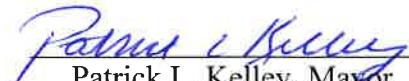
Consider additional holiday pay for Christmas Eve (4 hours) and Friday after Thanksgiving (4 hours). Mayor Kelley presented this change to the Employee Handbook offering a nice gesture to the employees allowing the additional time as paid holiday. There is not a lot going on during these days and he allowed the offices to close last year. A motion was made by Keib and seconded by Freeman to fully extend Christmas Eve, additional 4 hours and Friday after Thanksgiving, additional 4 hours, as a permanent

change to the Employee Handbook. Roll call vote: Keib yes, Freeman yes, DeLong yes, Roth yes. Motion carried.

Renew Website Maintenance/Retainer and Google Analytics Reports with Ashley Cameron. Discussion was held regarding the use and need of the monthly website Google Analytics reports provided by Ashley Cameron. After consideration, a motion was made by DeLong and seconded by Keib to renew the modified agreement paying the Web/Maintenance Retainer of \$300.00 and removing the \$60.00 per year charge for the google analytic reports. Roll call vote: DeLong yes, Keib yes, Freeman yes, Roth yes. Motion carried.

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 7:49 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 February 2, 2021 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