



CITY OF MILFORD, NEBRASKA
COUNCIL AGENDA

Tuesday, March 3, 2020, 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 east wall of this meeting room and is available for viewing by the public.

1. Roll Call
2. Pledge of Allegiance

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

1. Mayor
- 2 Council members
3. City Clerk
4. Department Heads
5. Committees

4. CONSENT AGENDA

1. Approve Minutes of the Regular Meeting – February 4, 2020
2. Approve Claims
3. Consider change order #2 – 5th Street Water Improvements, Van Kirk Bros. Contracting
4. Consider change order #3 – 5th Street Water Improvements, Van Kirk Bros. Contracting

5. PRESENTATIONS & PUBLIC HEARING

1. Audit Report 2018 – 2019, Carmen Standley with Marvin Jewell
2. Public Hearing – City of Milford's intent to acquire water line easement along 5th Street/Highway 6, NE Corner Lot 1, Jantze Addition.
3. Public Hearing – Request for zoning change from RS to R1 for property generally located south of intersection of South B Street and 8th Street.
4. Public Hearing –Preliminary Plat, Timber Creek Subdivision. Property generally located south of intersection of South B Street and 8th Street.

6. CURRENT BUSINESS

1. Consider pay application request #12, Contract 1 – Tru-Built Construction
2. Consider pay application request #4, Contract 3 – Tru- Built Construction
3. Authorize Mayor's signature on the water line easement located along 5th Street/Highway 6, NE Corner of Lot 1, Jantze Addition.
4. Consider Preliminary Plat for Timber Creek Development LLC
5. Consider pay application request #1, Highway 6 D-B Water Main from Van Kirk Bros. Contracting
6. Consider pay application request #2, Highway 6 D-B Water Main from Van Kirk Bros. Contracting
7. Consider update of City of Milford Employee Handbook
8. Consider hiring Pool Employees and Setting Wages

7. RESOLUTIONS AND ORDINANCES:

Resolution No. 596 – To declare surplus property to be sold at the Bee Consignment Auction, March 28, 2020 and March 29, 2020.

Ordinance No. 945 – AN ORDINANCE OF THE CITY OF MILFORD, NEBRASKA AMENDING THE CITY OF MILFORD ZONING MAP TO PROVIDE FOR A CHANGE OF ZONE FROM RS TO R1 FOR A PARCEL GENERALLY LOCATED SOUTH OF THE INTERSECTION OF SOUTH B STREET AND 8TH STREET WITHIN THE CITY OF MILFORD, AND AS MORE PARTICULARLY DESCRIBED HEREIN.

8. ADJOURNMENT

CITY OF MILFORD
REGULAR MEETING
MARCH 3, 2020
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 3rd day of March 2020 at 7:00 pm. Present were: Mayor Patrick Kelley; Council members: Scott Bashore, Tony DeLong, Becky Freeman, Jason Stahl; Attorney Mark Fahlson; Chief of Police Forrest Siebken; Maintenance Supt. Gary TeSelle; Building Inspector Kendall Hoggins and City Clerk Jeanne Hoggins. Also present: Zane Francescato with SCCDP, Dan Muhleisen, Kyle Crouch with JEO, Carmen Standley with Marvin E. Jewell, Tim & Shelly Troyer, Roy Cast, Troy Pickerill, Wayne Stohlman, Emily Hemphill with the press, Joe Schluckebier, Ron & Janalee Petsch, Larry TeSelle, Trish Schluckebier, Kelli Keib, Dean Bruha, Carla Rardin, Leon Williams, Jackson Roth, Cloy Stutzman and Matt Meierdierks.

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.

PLEDGE OF ALLEGIANCE

SUBMITTAL OF REQUESTS FOR FUTURE ITEMS: Mayor Kelley informed the public of the new method for taking requests for agenda items.

REPORTS/COMMUNICATIONS: Written reports received: Fire Dept Report for February 2020. Milford Aging Commission meeting minutes for February 18, 2020. Seward/Saline County Solid Waste Management Agency minutes for the December 19, 2019 meeting. Library Report for February 2020 activity. Seward County Communication Board minutes for the November 21, 2019 meeting.

Mayor Kelley – City staff has moved into the new building as of February 19, 2020. An Open House will be planned at a later date. DeLong – Parks: Discussion is being held regarding camping pads in Welch Park. Grant funds

are being researched. Streets: Potholes are being addressed and Kendall and Denver helped move into the new City Hall facility. Letter of resignation received from D. Trojan, he will stay on until his house sells. We will start advertising for the open position. TeSelle – The recycling trailer is gone as the hitch is being repaired. Gary just returned to work from his surgery. Mayor Kelley asked about the progress on the patching project. Freeman – January and February were slower months at the Sr. Center. They are working on repairs to the building. Condensation issues in the ceiling are being addressed. Bashore: Will be mud jacking at the Library soon. They will need to be closed March 12th. Stahl – Interviews with Webermeier Scholarship applicants will be taking place soon. Will be interviewing soon to fill the vacant spot with the Police Dept. Pancake Feed and Fundraiser for Fire Dept. will be held on March 24, 2020 from 5:00 pm to 8:00 pm. Clerk Hoggins - Sales tax received for the month of December 2019 in the amount of \$21,200.28. NPPD lease rebate payment for the month of January 2020 received in the amount of \$17,557.72. Resignation letter from maintenance employee Denver Trojan. Resignation letters from Kala Trojan pertaining to the Webermeier Scholarship Committee and the Library Board.

CONSENT AGENDA: Mayor Kelley read the Consent Agenda:

1. Approve Minutes of the Regular Meeting – February 4, 2020.
2. Approval of Claims: Accounts Payable - \$76,357.40; Payroll - \$38,378.85. Totaling \$114,736.25.
3. Consider change order #2 – 5th Street Water Improvements, Van Kirk Bros. Contracting
4. Consider change order #3 – 5th Street Water Improvements, Van Kirk Bros. Contracting

A motion was made by Bashore and seconded by Freeman to approve the consent agenda as presented. Roll call vote: Bashore yes, Freeman yes, DeLong yes, Stahl yes. Motion carried.

SALARIES:

68263	Forrest Siebken	2,095.29
68264	Kendall Hoggins	2,114.73
68265	Mavis Ferris	133.24
68266	Jeanne Hoggins	1,315.60
68267	Gary TeSelle	1,034.18
68268	George Matzen	828.46
68269	Craig Carritt	8.73
68270	Jessica Wang	174.05
68271	Amy Salistean	1,042.22
68272	Cathleen Fosler	532.98
68273	Ardella Huber	1,054.83
68274	Denver Trojan	1,026.19

68275	James Palensky	1,714.51
68276	Owen Eickhoff	95.70
68277	Amber Legband	542.63
68278	Christopher Bailey	1,222.29
68281	Forrest Siebken	2584.90
68282	Kendal Hoggins	1578.97
68283	Mavis Ferris	120.13
68284	Jeanne Hoggins	1315.60
68285	George Matzen	828.46
68286	Craig Carritt	15.29
68287	Jessica Wang	131.10
68288	Jon Wiedemeyer	177.39
68289	Amy Salistean	908.28
68290	Cathleen Fosler	427.82
68291	Ardella Huber	1244.32
68292	Denver Trojan	1020.16
68293	James Palensky	1786.54
68294	Owen Eickhoff	147.89
68295	Amber Legband	551.30
68296	Christopher Bailey	1222.29
68299	Scott Bashore	138.52
68300	Patrick Kelley	184.70
68301	Waylon DeLong	138.52
68302	Jason Stahl	138.52
68303	Becky Freeman	138.52

GENERAL FUND:

68217	ALL MAKES OFFICE EQUIPMENT CO	FEB. CUBICLE RENTAL	451.00
68218	AMERITAS LIFE INSURANCE CORP.	3-1-20 TO 3-31-20 DENTAL INS.	672.80
68219	AMY SALISTEAN	COFFEE SUPPLIES/SALAD BAR SUP.	15.86
68220	BLACK HILLS ENERGY	1-6-20 TO 2-5-20 GAS SERVICE	1,949.27
68221	BLUE VALLEY PEST CONTROL	PEST CONTROL SPRAY	80.00
68222	BLUESTEM NETWORK	2ND OF 5 ANNUAL PAYMENTS	10,000.00
68223	BROADVIEW NETWORKS	ACCT. 402-761-AAAB PHONE SERV	247.98
68224	CASH-WA DISTRIBUTING	KITCHEN SUPPLIES-TOWELS,NETS	203.61
68225	COMPANY CARE	C.BAILEY DRUG SCREENING	39.00
68226	CONSOLIDATED MANAGEMENT CO	INV. 217448 - 14 MEALS	160.87
68227	CULLIGAN WATER CONDITIONING	ACCT. 21410 SOFTENER/WATER	54.00
68228	DAS STATE ACCTG-CENTRAL FINANC	SRS JANUARY 2020 CHARGES	93.00
68229	DIGITAL ALLY, INC	4 FABRIC CLIPS	26.00
68230	EAKES OFFICE SOLUTIONS	QUOTE 38745-NEW FURNITURE	12,981.02
68231	EMC	GENERAL LIABILITY INS.	197.00
68232	EMERGENCY MEDICAL PROD, INC	RESCUE SUPPLIES-GLOVES,WIPES	277.80
68233	EMSAR MIDWEST	COT REPAIRS	948.71
68234	ERIC RILEY ELECTRIC	LIGHTS & 5 HRS. LABOR @ \$50.00	1,916.60

68235	FARMERS COOPERATIVE	FUEL	1,191.77
68236	JR WELDING	SWEEPER HOLDER/TRUCK LATCH	682.34
68237	MATHESON TRI-GAS,INC	OXYGEN RENTAL	176.39
68238	MATT FRIEND TRUCK EQUIP.	SNOW PLOW LIGHTS/BLADE GUIDES	239.75
68239	MIDWEST AUTO PARTS	INV. 335382 - 24' BLADE	64.24
68240	MILFORD FIRE & RESCUE	FIRE EXTINGUISHER	439.64
68241	MILFORD PLUMBING INC.	REPAIRS/K.BURKEY/PLUG. LINES	117.11
68242	MILFORD PHARMACY	EPI PENS/SODIUM CHLORIDE	636.00
68243	NE LAW ENFORCEMENT TRAINING	CODY BAILEY 'TABE' TEST	10.00
68244	NE RURAL WATER ASSOCIATION	K.HOGGINS WATER CONF. REG.	750.00
68245	NEBRASKA PUBLIC POWER DISTRICT	12-24 TO 1-24 ELECTR.SERVICE	5,610.41
68246	NORRIS PUBLIC POWER DIST	ACCT. 40700 WELL 1 ELECT.	387.36
68247	ONE CALL CONCEPTS	9 ONE CALLS	8.07
68248	PAC-N-SAVE MILFORD	ACCT. 241 PRODUCE FOR SR. CTR.	37.55
68249	PIZZA KITCHEN	JAN. BIRTHDAY MEALS	125.00
68250	REMBOLT LUDTKE LLP	ACCT. 37760-1,STAT.#10-LONG	4,390.50
68251	SEWARD COUNTY INDEPENDENT	POOL HELP ADS	629.40
68252	SEWARD LUMBER	CONTACT CEMENT/BRUSH	10.78
68253	THE POLICE AND SHERIFFS PRESS	PALENSKY/BAILEY/I.D'S	32.55
68254	TOM RAKOW	REFUND UNIFORM/REG.	85.00
68255	TRAVIS YEACKLEY	CPR. RECERT.@ 17 @ \$40.00 EACH	1,012.76
68256	UNITED STATES POSTMASTER	1ST. CLASS PRESORT PERMIT #3	240.00
68257	GARY TESELLE	ACCT. 5562939=GARY TESELLE	458.80
68258	UNION BANK & TRUST COMPANY	JANUARY HSE FEE	14.00
68259	UNIVERSAL PREMIUM	FUEL FOR ACCT. UNM81	487.40
68260	VERIZON WIRELESS	ACCT. 4342-0001 FIRE. PHONE	111.66
68261	VERIZON WIRELESS-P	ACCT. 4979 PHONE CHARGES	100.82
68262	VICKI NELSON	REFUND ON UNIFORMS/REG.	85.00
68279	RETIREMENT PLANS DIVISION	PENSION-133011	1,799.52
2085206	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	4,036.96
2085207	NE DEPT OF REVENUE	STATE TAX	599.72
68280	UNION BANK	HSA	769.96
68297	RETIREMENT PLANS DIVISION	PENSION-133011	1,404.22
2085208	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	3,963.29
2085209	NE DEPT OF REVENUE	STATE TAX	621.90
68298	UNION BANK	HSA	633.46
2085210	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	122.44
68305	AFLAC	SUPPLEMENTAL INSURANCE	376.80
68306	ALOHA ROTH	BIRTHDAY SHEET CAKE	25.00
68307	ARAMARK	INV. 27354/35630/44176 RAGS	323.44
68308	BLUE CROSS & BLUE SHIELD	3-1-20 TO 4-1-20 HEALTH INS.	9,188.62
68309	BRUCE STUTZMAN	COED VOLLEYBALL REIMB	1,100.00
68310	BSN SPORTS INC	DUFFLE BAGS, SCORE BKS,MITT	375.41
68311	CANON FINANCIAL SERVICES	FEBR. MONTHLY COPIER RENTAL	165.00
68312	CARD SERVICE CENTER	MAPPING OFFICE UPGRADES	1,553.07
68313	PETTY CASH	HANGING FILES	27.33
68314	COAST TO COAST COMPUTER PROD.	4 TONER CATRIDGES/LIBRARY	289.96

68315	DEARBORN GROUP	3-1-20 TO 3-31-29 ACCT. 3409	113.52
68316	DHHS DRINKING WATER	WADING POOL PERMIT #1719	80.00
68317	EAKES OFFICE SOLUTIONS	7963258-0- CASE OF PAPER	185.85
68318	FIRSTAR FIBER INC.	JAN. 2020 RECYCLING SERVICES	60.00
68319	FORREST SIEBKEN	REIMB. 5 TOTES/EVIDENCE SUPPLY	48.04
68320	INGRAM LIBRARY SERVICES	LIBRARY BOOKS.	376.09
68321	JEO CONSULTING GROUP, INC.	PRE.DESIGN HWY 6/D-B STREETS	183.75
68322	JR WELDING	BEARINGS/SWEEPER REPAIR	316.99
68323	MARK ROTH	REGIST. REFUND	50.00
68324	MENARDS-LINCOLN NORTH	FIRST AID KIT/TOLIET SEAT	60.70
68325	MIDWEST SERVICE & SALES CO.	BLADE & BLOW BOLT NUT KIT	256.26
68326	MIKE MORITZ	REIMB. FOR POTATO FOR P. BAKE	44.00
68327	MUNICIPAL SUPPLY, INC.	4 - 1' METERS @ \$350.67 EACH	2,792.32
68328	NE PUBLIC HEALTH ENV. LAB	8 WATER TESTS	124.00
68329	NEBR.STATE FIRE MARSHAL	SR.CTR. ELEVATOR ANNUAL INSPEC	120.00
68330	PAVERS INC	INV. 108011 ROAD PATCH	147.32
68331	SUNRISE COUNTRY MANOR	101 MEALS FOR JANUARY	530.25
68332	SUSAN BURKEY	POTATO BAKE SUPPLIES	35.54
68333	TOOFAST SUPPLY	INV. 268472/MINUS CREDIT	131.06
68334	GARY TESELLE	GARY TESELLE #5562939	458.80
68335	URIBE REFUSE SERVICES, IN	ACCT. 55108801 TRASH PICKUP	282.00
68336	VERIZON WIRELESS-P	ACCT. 1327 POLICE AIR CARDS	120.03
68337	VERIZON WIRELESS	ACCT. 7813 WELL CONTROLS	87.75
68338	WALMART COMMUNITY BRC	MEAL PREP. FOOD/SUPPLIES	583.83
68339	WINDSTREAM NEBRASKA INC	SERV. 2-20-20 TO 3-9-29 PHONE	598.73
68340	ZITO MEDIA	ACCT. 161909 HD. ADAPTER MARCH	13.09
	NE DEPT OF REVENUE	Sales Tax for January 2020	2,076.87
	Total Paid On: 2/17/20		14,235.32
	Total Paid On: 3/02/20		14,060.44
	Total Paid On: 3/03/20		738.78
	***** REPORT TOTAL *****		114,736.25

PUBLIC HEARINGS & PRESENTATIONS:

Audit Report 2018-2019, Carmen Standley with Marvin Jewell: Carmen Standley with Marvin Jewell reviewed the findings of the 2018-2019 audit. She referenced the Financial Statement booklet (Blue Book), fiscal year ending September 30, 2019. She highlighted reserve balances, cash and accrual balances, funds that had dipped into their reserves, depreciation in the water and sewer funds. She reviewed the importance of internal control and segregation of duties, noting our small staff makes it difficult to assign responsibilities to different employees. The financial opinion of the auditors presents fairly in all material respects. A "clean opinion" was given to the City. Carmen reviewed 2 letters, attached to these minutes, they reflect areas of needed improvement.

Public Hearing – City of Milford’s intent to acquire water line easement along 5th Street/Highway 6, NE Corner Lot 1, Jantze Addition: Mayor Kelley opened the public hearing at 7:44 pm. Building Inspector Kendall

Hoggins explained the water line between Fairway Dr. and the carwash was put in outside the easement. As Dollar General has purchased the property, they are asking to increase the easement size to ensure the water main is now within the easement. With no further comments Mayor Kelley closed the public hearing at 7:45 pm.

Public Hearing – Request for zoning change from RS to R1 for property generally located south of intersection of South B Street and 8th Street:

Mayor Kelley opened the public hearing at 7:46 pm. Kyle Crouch with JEO noted the proposal of a new subdivision requesting a change in zoning from RS to R1. The lots average 10,000 sq. ft with coincides with the future land use plan and the adjacent properties.

Dean Bruha asked about minimum lot size, number of lots and adjacent zoning.

With no further questions or comments Mayor Kelley closed the public hearing at 7:49 pm.

Public Hearing – Preliminary Plat, Timber Creek Subdivision. Property generally located south of intersection of South B Street and 8th Street:

Mayor Kelley opened the public hearing at 7:50 pm.

Joe Schluckebier, member of Timber Creek Development, LLC along with landowners Tim & Shelly Troyer and Dan Muhleisen's representing his family. They are excited to present the Timber Creek Subdivision into the City of Milford. "This vision started maybe several years ago, but it officially began with Mayor Kelley making some phone calls and initiating some conversations about getting the land purchased and put in Tim's name knowing he had the rights to buy it. Tim did a good job in taking that process to fruition and able to close on the land last fall". Work then began with JEO Engineering firm, Kyle Crouch and Jeff Ray. They have put a lot of work into planning and development that they think the city can be very proud of. Their goal is to have something the City of Milford can be proud of and ultimately give Milford some housing options. A study has been done noting the need for housing and this will fulfill a lot of those needs. The entire plan calls for about 54 lots. The location is near the Golf Course, Swimming Pool and South Park which makes it a desirable location. In addition to that it is surrounded by a wooded area and a creek, which makes a nice natural setting. 8th and B Streets are located on the north side. The infrastructure in the area includes and existing sewer line and all other utilities are accessible. Drainage is favorable as the property runs downhill into a creek. The discussion tonight is essentially a concept and approving a concept. The plan is pretty detailed but there will still be discussion and negotiations to be had with the city officials. They look forward to working with the City Officials and Kendall as a team. They truly want to do this for the City of Milford and make it

something that everyone can be proud of. He turned it over to Kyle Crouch to talk about specifics of the engineering.

Kyle Crouch with JEO Engineering: As far as location it is a very logical location. It doesn't get much better than this. It has adjacent residential, adjacent community uses, roads, sanitary sewer and water. All things that are needed for new development. They are currently showing 54 lots with a plan for 3 phases. Phase I will include 18 lots along the northwest side. Phase II takes in the northeast section and Phase III finishes up south. A drainage study was completed, preliminarily it does not look like they will need detention, but they will need to handle storm run off to the creek and proper erosion control. They plan to talk with SCC regarding their current drainage and future plans. They do anticipate each phase to be annexed by the city. It is a dead-end neighborhood, so they do not anticipate any future development. No trees will be removed along the south edge.

Dean Bruha – Phase I includes 18 lots, Phase II and III includes how many lots? Streets include 1 cul-de-sac in the first phase. Yes! The south property line is along Coon Creek? Yes!

Kyle Crouch - They are currently showing a 25' roadway with a 50' right-of-way. As discussed last night, the development team is open to discussing this as the Planning & Zoning Commission would prefer 60' ROW. This may bring some of the cul-de-sac lots below 10,000 sq. ft.

Mayor Kelley – The question arose last night regarding when they plan to start this development.

Kyle Crouch – with recommended approval tonight they would enter into final design for Phase I. Time will be needed to iron out details from last night. Once the final plat is approved then construction can begin. Grading would start early or late summer.

With no further comments, concerns or questions, Mayor Kelley closed the public hearing at 8:02 pm.

CURRENT BUSINESS:

Consider pay application request #12, Contract 1 – Tru-Built Construction: A motion was made by Bashore and seconded by Stahl to approve pay application request #12 for Contract 1 in the amount of \$78,419.21 to Tru-Built Construction. Roll call vote: Bashore yes, Stahl yes, DeLong yes, Freeman yes. Motion carried.

Consider pay application request #4, Contract 3 – Tru-Built Construction: Contract 3 is the street portion of the project. A motion was made by Bashore and seconded by Stahl to approve pay application request #4 for Contract 3 in the amount of \$1,974.81 to Tru-Built Construction. Roll call vote: Bashore yes, Stahl yes, DeLong yes, Freeman yes. Motion carried.

Authorize Mayor's signature on the water line easement located along 5th Street/Highway 6, NE Corner of Lot 1, Jantze Addition: A motion was

made by Bashore and seconded by Freeman to authorize the Mayor's signature on the water line easement located along 5th Street/Highway 6, NE Corner of Lot 1, Jantze Addition. Roll call vote: Bashore yes, Freeman yes, DeLong yes, Stahl yes. Motion carried.

Consider Preliminary Plat for Timber Creek Development, LLC: This has been a project in the works as far back as Tim's imagination could go. Mayor Kelley happen to be a part of that with conversation and encouragement by giving him a call. It started in 2018 when a SCCDP Housing study was provided. Housing to purchase was second to last as far as community satisfaction. Indicating no houses to purchase people identified that as something they were frustrated with. Item of dissatisfaction on the survey indicated housing to purchase was second to highest. The need for housing was there! The last addition to Milford was in 1991, the Jantze Addition. Mayor Kelley got in touch with Tim Troyer and he was definitely open to the idea as he had this in his mind for a very long time. The conversation started and Mayor Kelley is grateful we are here today. He is very supportive of this project, and thinks it is great for our community. He shared some economic impact factors provided by NPPD. In adding this development, using 16 houses: Each house would impact us creating roughly 1.3 to 1.4 jobs. Taxes per home would range roughly between \$4,900.00 - \$6500.00 x 16 homes = \$78,400.00 - \$104,000.00 of property tax. Looking at this development of 54 houses, that's an impact of \$264,600 on the low side and \$351,000 on the high side. On average, roughly 24% goes to the city and around 50% goes to the public school. That's another huge reason this is so important. Public Schools need a lot of support with financials. With the imbalance of tax revenue going to the Public Schools the last couple years, it's really important to be able to provide additional funding. The city's 24% would increase the tax base \$63,504.00, on the low side and \$84,240 each year on the high side. This does not just address housing; it impacts the entire Milford economy. Mayor Kelley is encouraging the Council to consider and approve the Timber Creek preliminary plat.

Kendall Hoggins - The Planning & Zoning Commission recommends the City Council approve the preliminary plat with the following items to be considered:

- *Developer proposing street width of 25' with a 50' ROW, this meets zoning regulations for local streets. P & Z recommends considering widening streets and ROW to accommodate side street parking and utilities. Current streets in Milford are 30' in width with a 60' ROW.

- *Address run off on east side of development, storm water.

- *Water mains shall be a minimum of 6". Developer will tap water mains and run a minimum of 1" water service plus curb stop to all lots.

- *Extend water mains through “A” Circle to the west edge of the development for future connection to existing city mains.
- *Extend water main thru C Street cul-de-sac and connect to the existing 10” main north of lot 16 thru 26.
- *Extend water main into “Circle B” cul-de-sac.
- *Consider the wishes of SCC and the desire to work with them.
- *Show current development phases on final plan.
- *Show all existing easements that abut this development.
- *Show all proposed utility easements in the development and list utility companies.
- *The developer will tap all sanitary sewer mains and extend a service stub out to all lots.
- *Show placement of streetlights within the development meeting City of Milford design standards and NPPD review and approval.
- *Consider renaming streets as they are confusing with existing Milford street names.

These are the recommendations of the Planning and Zoning Commission.

Attorney Fahleson asked Kendall, other than the street width would it be accurate to say that most of the other items would be addressed in the final plat. Kendall replied, yes.

Kendall – NPPD expressed a desire to meet with the developer and the city to create their utility easements. Once the easements are created there will be a possibility of reducing the ROW, if easements are created on side lots or back lots, they can certainly reduce the ROW on the streets.

Dan Muhleisen with Timber Creek Development – They agree with everything Kendall has laid out, but they would like to have the option of going to an alternative paving width and ROW width. They have discussed possibly a 27’ wide pavement. The cul-de-sac radius is a pretty standard 37.5. As they discuss reducing the paving width, they might discuss the ROW width to 50’. Cost savings was shared with 27’ width opposed to 30’.

Mayor Kelley questioned snow removal on a 27’ street. TeSelle noted, it is getting tight. He sat in conversations where people regretted going with a narrower street, it’s workable. Restrictions may be required during street parking and snow removal. Once you start bringing snow out into the streets, it gets narrow real fast.

Tim Troyer mentioned the traffic will be limited to homeowners, there are no thru streets.

Attorney Fahleson noted his need to protect the city’s interest. He questioned Dan Muhleisen with, as long as the record reflected in addition of the other items Kendall mentioned, the street would be addressed and simply because the preliminary plat reflects 25’ that remains an open issue to be considered fully by the city at final plat time. Dan noted, he understood.

All the issues identified by Kendall including street width would not be in essence set in stone until the final plat. The Developer understands that by passing this, this evening, we are not giving our blessing to the 25'.

A motion was made by Bashore and seconded by DeLong to approve the preliminary plat for Timber Creek Development LLC with consideration to the items recommended by Planning & Zoning to be addressed with the Final Plat. Roll call vote: Bashore yes, DeLong yes, Freeman yes, Stahl yes. Motion carried.

Consider pay application request #1, Highway 6 D-B Water Main from Van Kirk Bros. Contracting: A motion was made by Bashore and seconded by Stahl to approve pay application request #1 in the amount of \$174,225.78 for the Highway 6 D-B Water Main from Van Kirk Bros. Contracting. Roll call vote: Bashore yes, Stahl yes, DeLong yes, Freeman yes. Motion carried.

Consider pay application request #2, Highway 6 D-B Water Main from Van Kirk Bros. Contracting: A motion was made by Bashore and seconded by DeLong to approve pay application request #2 in the amount of \$26,461.77 for the Highway 6 D-B Water Main from Van Kirk Contracting. Roll call vote: Bashore yes, DeLong yes, Freeman yes, Stahl yes. Motion carried.

Consider update of City of Milford Employee Handbook: A motion was made by DeLong and seconded by Bashore to approve the updated Employee Handbook. Discussion: DeLong noted the intent is good and other than some typo's he is suggesting laying down some rules or developing policy & procedures. He would like discussion regarding objectives for performance evaluations. Bashore questioned the residency policy and asked the Council's opinion on extending it to the Maintenance Dept. Attorney Fahleson did not recommend this as trends right now are offering more flexibility. The Council liaison will work with Dept. Heads to create policy and procedures for their areas. With no further discussion; Roll call vote: DeLong yes, Bashore yes, Freeman yes, Stahl yes. Motion carried.

Consider hiring Pool Employees and Setting Wages: Bashore reported the Pool Board interviewed a Manager, 16 applicants, majority of them are returning guards. 3 more applicants will be interviewed on March 23rd. A motion was made by Bashore and seconded by DeLong to hire all the lifeguards interviewed as well as the Manager as presented in the packet. Lifeguard certifications and Pool Operator Certifications are pending. Freeman asked the average number of guards considered every year. Between 15 and 20 is a good number as the kids are usually busy during the summer months. Roll call vote: Bashore yes, DeLong yes, Freeman yes, Stahl yes. Motion carried.

RESOLUTIONS AND ORDINANCES:

Resolution No. 596 – To declare surplus property to be sold at the Bee Consignment Auction, March 28, 2020 and March 29, 2020:

RESOLUTION NO. 596

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF MILFORD,
NEBRASKA:

That the following property is declared to be surplus property:

Panasonic Police CF30 Laptop Computer with power supply – BJKSB98317
Panasonic Police CF30 Laptop Computer with power supply – BJKSB98375
Lind Power Supply 12 Volt
Sony Digital Video Camera with case & accessories – 1030101
Samsung Monitor – ZUELHTNC700716N
Samsung Monitor – Z3URHCJBC01103M
Gateway Monitor with related cords – MW662BOC06406
Plastic Chairs (7)
Bolt Cutters (2), Pruner/Loper, Crow Bar, Pry Bar, Pool Cue with case, Hammer
DELL Monitor – CN-0GFCNV-74445-911-A7XM
Map storage tubes (16)
DELL Optiplex 390 – H09BXR1, Optiplex 390 – 3XP9ZQ1, Optiplex 3010 –
21B9XV1
Linksys SR2016 Network Switch
DVD Drive LiteOn (2)
HP Laserjet 1300 Printer – CNBJK9234 with software
Japanese Swords (2)
DELL Optiplex 960 – GM6XQL1
DELL Monitor – complete set – CN-0YR64P-74445-165-4775
DELL Keyboard
LiteScribe DVD Drive with cords
Canon T50 35 MM Camera with case and additional lense
RCA 13” TV – H123E9S35
Roadgear Bicycle Helmet (New)
GPS Antenna (3)
Whelen CSP690 Strobe control box/module
Gateway docking station – HD601390129
Gateway Laptop – 034792930 & case
Dash mount Red/Blue light
Bearcat Scanner 4-120370
Magnavox VHS Taper Player – 44446095
Cruiser Club Carrier
Gun cases (2)
Panasonic Phones (4)
Logitech Keyboard
Glass top, wooden file cabinet – drawer/box
SONY Cybershot digital camera
Water bucket heater
Metal Desk (Gray) (2); Metal Desk (Brown)
Amana Upright Refrigerator
Wooden Bookshelves (2)
Metal Card Files: 2 - 3x4; 1 – 4x6
Audio monitoring system – complete

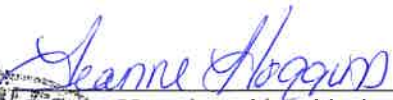
SONY Tape Recorder
 Metal Shelf – Gray
 Gateway Server – 0040569857
 Metal Table – Brown
 Brown folding table
 Stream light Flashlights with chargers (4): 00206420, 00260758, 544884, 00217318
 Stacking Wall Files – clear plastic
 Motorola PM1200 Low band Radio (New) – 159JHZ0020
 Motorola HT600 Portable Radio with charger (2) – 649APU5948, 649ARG3649
 Aluminum Ticket Book Holder
 Nylon shooting bag
 Full-cover Rain Suit
 CoJack Emergency Light
 Gateway Keyboard
 Logitech Keyboard – MK710
 Federal Signal Smart Siren
 SONY Recorder – ICD-PX333
 SMEAD Letter size Hanging Folder Frames
 HON Desk Pieces Light gray: Corner Section with Keyboard tray (multiple)
 Corner piece, addition
 Credenza Shelf
 Printer stand with grommet
 Table section with pencil drawer (2)
 HON 2 drawer file cabinets (2) Charcoal color
 2 drawer file cabinet (1) Charcoal color
 Netgear AC1900 Smart WiFi Router R7000-100PAS
 Christmas Wreath, Greenery and Ornaments
 Assortment of Baseball bats, gloves and (2) bat bags (1 box)
 Gray Table
 Black Plastic Shelf
 Wooden Wall Display Shelf
 ZENITH Antique Radio
 Light Green Shelf with small cubby holes
 DELL Keyboard and mouse
 Large metal shelves, Charcoal in color (3)
 Fluorescent Utility Light
 HON 4 drawer File Cabinets, Charcoal (1) – Gray (2)
 HON 4 drawer File Cabinets, Putty (3)
 Live trap
 BOSTON electric Pencil Sharpener
 Dehumidifier – large
 High back Office Chairs on wheels – black (4)
 Motorola MaxTrac lowband radio w/desktop microphone – 428ARY0808
 MA-COM 500M 800 mhz radio w/speaker – 427019
 MA-COM 500M 800mhz radio – 428368
 MA-COM 500M 800mhz radio w/desktop mic – 428369
 Samlex America 12-volt power supply – 03051-1041-00044
 Motorola 12-volt power supply – no serial number
 Viewsonic monitor w/speakers – RA5094340568


Gateway E4500D tower computer – 036266051

The property shall be sold to the highest responsible bidder, as is with no warranties express or implied, at the Bee Consignment Auction on March 28, 2020 and March 29, 2020 as authorized by Neb. Rev. Stat. § 17-503.02.

A copy of this resolution shall be posted in three public places not less than 7 days prior to said sale and shall serve as notice of such sale.

Roll call vote as follows: Stahl yes, Freeman yes, Bashore yes, DeLong yes. Passed and approve this 3rd day of March 2020.

Attest: 
Jeanne Hoggins, City Clerk

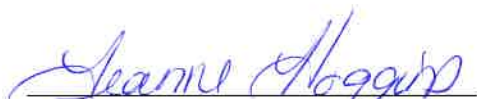



Patrick L. Kelley, Mayor

ORDINANCE NO. 945

AN ORDINANCE OF THE CITY OF MILFORD, NEBRASKA AMENDING THE CITY OF MILFORD ZONING MAP TO PROVIDE FOR A CHANGE OF ZONE FROM RS TO R1 FOR A PARCEL GENERALLY LOCATED SOUTH OF THE INTERSECTION OF SOUTH B STREET AND 8TH STREET WITHIN THE CITY OF MILFORD, AND AS MORE PARTICULARLY DESCRIBED HEREIN. (See Ordinance Record)

ADJOURNMENT: A motion was made by Freeman and seconded by DeLong to adjourn the meeting. Roll call vote: Freeman yes, DeLong yes, Bashore yes, Stahl yes. Motion carried and meeting adjourned at 8:48 pm.


Jeanne Hoggins, City Clerk

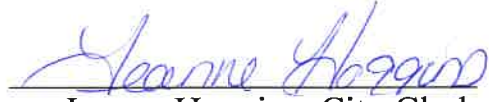

Patrick L. Kelley, Mayor

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 March 3, 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. 945

AN ORDINANCE OF THE CITY OF MILFORD, NEBRASKA AMENDING THE CITY OF MILFORD ZONING MAP TO PROVIDE FOR A CHANGE OF ZONE FROM RS TO R1 FOR A PARCEL GENERALLY LOCATED SOUTH OF THE INTERSECTION OF SOUTH B STREET AND 8TH STREET WITHIN THE CITY OF MILFORD, AND AS MORE PARTICULARLY DESCRIBED HEREIN.

WHEREAS, the purpose of the Milford Zoning Regulations is to promote the health and general welfare of the community, to lessen congestion in streets, to secure safety from fire and other dangers; to provide adequate light and air; to promote the distribution of population, land classifications, and land development to support provisions for adequate transportation, water flows, water supply, drainage, sanitation, recreation, and other public requirements; to protect property against blight and depreciation; and to secure economy in governmental expenditures;

WHEREAS, Neb. Rev. Stat. § 19-904 provides that the legislative body of cities of the second class shall provide for the manner in which building zones, regulations, and district boundaries shall be determined, established, and enforced, and from time to time amended, supplemented, or changed;

WHEREAS, Neb. Rev. Stat. § 19-904 provides that the City Council shall provide for the manner in which zoning regulations and district boundaries shall be determined, established, and enforced, and from time to time amended, supplemented, or changed; provided, however, that such amendments shall not become effective until after separate public hearings by the Planning Commission and City Council, public notice of which shall have been published in a newspaper of general circulation at least one (1) time, ten (10) days prior to such hearing;

WHEREAS, Neb. Rev. Stat. § 19-915 provides that zoning district boundaries defined with reference to a zoning map may be changed, modified, or terminated, by an appropriate amendatory action which describes the changed, modified, terminated, or created zone or districts or part thereof by legal description or metes and bounds, and without republishing the original zoning map as a part of the amendatory action and without setting forth and repealing the entire section or ordinance adopting the rezoning maps, or a part of the zoning map, as a part of the amendatory action;

WHEREAS, the requirements for amendment of district boundaries have been fulfilled;

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

Section 1: That the official zoning map of the City of Milford be amended to change the following described parcel from zone RS to zone R1:

A PARCEL OF LAND LOCATED IN THE SOUTH HALF OF THE NORTHEAST QUARTER OF SECTION 11, TOWNSHIP 9 NORTH, RANGE 3 EAST OF THE

SIXTH P.M., SEWARD COUNTY, NEBRASKA, BEING DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF LOT 1, SMITH SUBDIVISION AS PLATTED IN THE CITY OF MILFORD; THENCE S00°29'37"E (ASSUMED BEARING) ON THE WEST LINE OF THE SOUTH HALF OF THE NORTHEAST QUARTER OF SAID SECTION 11, A DISTANCE OF 309.12 FEET; THENCE S87°40'00"E, A DISTANCE OF 413.39 FEET; THENCE S89°18'23"E, A DISTANCE OF 74.16 FEET; THENCE S31°09'38"E, A DISTANCE OF 141.54 FEET; THENCE S07°33'15"E, A DISTANCE OF 149.78 FEET; THENCE S14°59'42"E, A DISTANCE OF 101.36 FEET; THENCE S31°25'53"E, A DISTANCE OF 51.36 FEET; THENCE S83°05'02"E, A DISTANCE OF 81.24 FEET; THENCE N80°51'10"E, A DISTANCE OF 57.48 FEET; THENCE N40°47'57"E, A DISTANCE OF 50.62 FEET; THENCE N61°20'17"E, A DISTANCE OF 100.75 FEET; THENCE N63°00'13"E, A DISTANCE OF 265.96 FEET TO THE WESTERLY LINE OF A TRACT OF LAND DESCRIBED IN INSTRUMENT NO. 201400477; THENCE N18°54'30"E ON SAID WESTERLY LINE, A DISTANCE OF 374.91 FEET; THENCE N87°54'08"E CONTINUING ON SAID WESTERLY LINE, A DISTANCE OF 421.20 FEET; THENCE N00°09'51"E CONTINUING ON SAID WESTERLY LINE, A DISTANCE OF 305.12 FEET TO THE NORTH LINE OF SAID SOUTH HALF OF THE NORTHEAST QUARTER; THENCE N89°51'10"W ON SAID NORTH LINE, A DISTANCE OF 999.61 FEET TO THE EAST LINE OF "B" STREET AS PLATTED IN SAID SMITH SUBDIVISION; THENCE S00°23'58"E ON SAID EAST LINE, A DISTANCE OF 150.31 FEET TO THE SOUTHEAST CORNER OF SAID SMITH SUBDIVISION; THENCE N89°57'33"W ON THE SOUTH LINE OF SAID SMITH SUBDIVISION, A DISTANCE OF 65.98 FEET TO THE SOUTHEAST CORNER OF LOT 8 OF SAID SMITH SUBDIVISION; THENCE N89°32'46"W CONTINUING ON SAID SOUTH LINE, A DISTANCE OF 90.64 FEET TO THE SOUTHWEST CORNER OF SAID LOT 8; THENCE N89°39'00"W CONTINUING ON SAID SOUTH LINE, A DISTANCE OF 371.30 FEET TO THE SOUTHEAST CORNER OF LOT 2 OF SAID SMITH SUBDIVISION; THENCE N89°31'59"W CONTINUING ON SAID SOUTH LINE, A DISTANCE OF 74.22 FEET TO THE SOUTHWEST CORNER OF SAID LOT 2; THENCE N89°44'46"W, A DISTANCE OF 74.27 FEET TO THE POINT OF BEGINNING, CONTAINING 18.69 ACRES, MORE OR LESS.

A map of the zone change is attached hereto and incorporated herein by reference as Exhibit A.

Section 2: That all ordinances, resolutions and Code sections or portions thereof in conflict herewith are hereby repealed to the extent of this amendment.

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

PASSED AND APPROVED THIS 3RD DAY OF MARCH 2020.

CITY OF MILFORD
SEWARD COUNTY, NEBRASKA

BY: Patrick L. Kelley
Patrick Kelley, Mayor

ATTEST:

Jeanne Hoggins
Jeanne Hoggins, City Clerk

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