

AGENDA
MILFORD CITY COUNCIL/STAFF RETREAT
City Hall, 402 1st Street
Milford, NE 68405
May 19, 2021

1. Call to Order
2. Roll Call
3. Open Meeting Act Requirement
4. Open discussion with Employees – Updates and Goal Review:
 - 6:00 – 7:00 pm Maintenance Supt. - Gary TeSelle
 - 7:00 – 8:00 pm Chief of Police – Forrest Siebken
 - 8:00 – 9:00 pm Fire Dept. Representative
5. Adjournment

*Mayor Kelley asked each Dept. Head:

Goal: To have a productive session in preparation for the next fiscal year and budget meeting as well as discussing successes and failures from last year and how to improve.

CITY OF MILFORD
COUNCIL PLANNING RETREAT
MAY 19, 2021

A special meeting of the Mayor and City Council of the City of Milford, Nebraska was held at the City Office, 402 1st Street in said City on the 19th day of May 2021 at 6:00 pm. Present were: Mayor Patrick Kelley; Council members: Tony DeLong, Becky Freeman, Kelli Keib, Mike Roth and City Clerk Jeanne Hoggins. Also present: Larry TeSelle.

Notice of the meeting was given in advance thereof by posting in three public places; a designated method for giving notice, as shown by the Certification of Posting attached to these minutes. Notice of this 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 the 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 6:00 pm. Mayor Kelley 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 meeting room.

OPEN DISCUSSION WITH EMPLOYEES - UPDATES AND GOAL REVIEW: Mayor Kelley addressed each employee: The Goal of this session is to have productive discussion in preparation for budgeting our next fiscal year as well as successes and failures from last year working on ways to improve.

Maintenance Supt. – Gary TeSelle: Difficulties with communication issues. MyGov Work Order Portal.

Streets – Knock out the street patching project.

Pool – nice to sandblast the pool and epoxy.

Parks – mowing grass, we have a lot of grounds to keep up with.

Cemetery – Wergin & Frey mow, weed eating will be done by kids.

Water – Main replacement project, funding to be determined.

Gary introduced a new software program that will allow work orders to be submitted to him electronically. He can assign duties to employees, print out monthly reports for Council review, track inventory and maintain the depreciation schedule of equipment.

One of the wells had a bad frequency drive which will be replaced tomorrow. Mayor Kelley stressed the importance of monitoring the wells.

Mayor Kelley asked about training the new employees and at what level of training they are at? Dustin has a plumbing background. Gary would like to get both Dustin and Joe certified in Water and Sewer. Water certification requires 5 years of experience. Gary is a Grade III Operator.

They have cancelled all mosquito certification classes for this year. Droplet testing will be done.

Mayor Kelley would like to step up the appearance and raise the standard when it comes to mowing, trimming our focal points of the community. Ex: Uptown Park and around the Pool. Ditches need to be sprayed for weeds.

Building maintenance was discussed with most department heads and a decision needs to be made regarding who is responsible for what.

The Workers Comp classes were discussed and proven to be beneficial.

Chief of Police – Forrest Siebken: Struggling to get staff. It appears to be a struggle with most. Seeking an individual from Lancaster County Corrections. Council member Keib will assist Chief with social media advertising. State ads are very expensive. The demographics of the community are changing. Current cases involve sexual assault, suicide attempt, vehicle being shot while occupied. “We are busy.”

Successes – James Palensky is a great officer; he is a sponge. New Officer Lisa Huschka is also doing well. Even though she was here 18 months ago she is starting her training from the beginning.

The department has a Use of Force Policy in place. It has been rewritten and is more descriptive.

Chief is hoping to acquire a vehicle with drug funds. To purchase a new vehicle and equipment will cost \$50,000.00. He prides himself that he has not used tax dollars to purchase vehicles.

Disappointments – Being short staffed has not allowed the department to jump on cases as quickly as he would like.

Public perception is important to Chief. He has enjoyed working with the Fire Dept.

Looked into burning off the RR embankment. The weeds are getting tall. He is enjoying the new building and the level of professionalism it creates. Wages are always a factor as he is competing against Seward P.D., Seward County, Lancaster Corrections. He started in 1983 and has enjoyed his time here.

Fire Dept. Representative – Tony DeLong and Brad Freeman:

Successes – Department getting more EMT’s, with rescue calls, EMT’s are needed. Daytime calls are difficult as older members that could make the calls are not in the best physical shape. Mutual Aid is sent out right away after 3 calls.

20 new sets of bunker gear have been purchased to keep people safe. They were distributed by evaluating the department to see who makes the most calls. The department has 2 ambulances, 1 was specific to COVID and now they look to set both units up similar. Utilizing a LUCAS device for CPR. They are up-to-speed with equipment.

Mike & LaDonna Howe designed a Memorial Wall which turned out very nice. Community Betterment Funds will be used to alter the north end of the building by adding another opening. New countertops are scheduled for the kitchen.

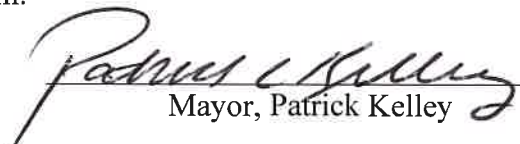
There are other areas of the building that need maintenance. Those will need to be budgeted this next fiscal year. Broken glass blocks need to be replaced and broken floor tiles.

Thursday night of Fun Days the Fire Dept. will offer a drive thru feed, similar to the one they did earlier. They are also planning a water fight.

The Explorer Program is going well. The kids are very attentive during skills training.

ADJOURNMENT: A motion was made by Keib and seconded by Freeman to adjourn the meeting. Roll call vote: Keib yes, Freeman yes, DeLong yes, Roth yes. Motion carried and meeting adjourned at 8:20 pm.

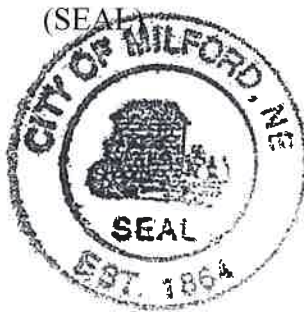

Jeanne Hoggins, City Clerk


Mayor, Patrick Kelley

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 of May 19, 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