

CITY OF MILFORD
REGULAR MEETING
MAY 7, 2019
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 7th day of May 2019 at 7:00 pm. Present were: Mayor Patrick Kelley; Council members: Scott Bashore, Tony DeLong, Kelly Heser, Jason Stahl; Attorney David Barga; Chief of Police Forrest Siebken; Maintenance Supt. Gary TeSelle and City Clerk Jeanne Hoggins. Also present: Kevin & Kelli Keib, Julie Ogden and Aaron Beauclair with JEO, Craig Vincent and Monty Rahder with NPPD, Bruce Stutzman, Cloy Stutzman, Bill Johnson, Shirley Kness, Becky Haufler and Clay Peterson with INSPRO and Sharon Bender. 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 7:01 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.

MINUTES: A motion was made by Bashore and seconded by Heser to approve the minutes of the April 2, 2019 meeting. Roll call vote: Bashore yes, Heser yes, DeLong yes, Stahl yes. Motion carried.

A motion was made by Stahl and seconded by DeLong to approve the minutes of the April 17, 2019 meeting. Roll call vote: Stahl yes, DeLong yes, Bashore yes, Heser yes. Motion carried.

PAYMENT OF BILLS: A motion was made by DeLong and seconded by Heser that the following accounts payable bills in the amount of \$79,830.08; payroll in the amount of \$40,451.10; totaling \$120,281.18 approved by the Auditing Committee be approved for payment. Roll call vote: DeLong yes, Heser yes, Bashore yes, Stahl yes. Motion carried.

SALARIES:

66585	Mark Frey	461.01
66586	Forrest Siebken	1518.62

66587	Joseph Yocum	1390.45
66588	Kendall Hoggins	1329.59
66589	Mavis Ferris	108.09
66590	Jeanne Hoggins	1330.76
66591	Gary TeSelle	1061.07
66592	George Matzen	865.20
66593	Craig Carritt	16.95
66594	Jessica Wang	105.28
66595	Jon Wiedemeyer	177.39
66596	Travis Fougeron	1006.16
66597	Amy Salistean	900.96
66598	Cathleen Fosler	390.69
66599	Ardella Huber	976.16
66600	Denver Trojan	1097.90
66601	James Palensky	1478.51
66602	Owen Eickhoff	135.20
66603	Amber Legband	294.37
66658	Mark Frey	846.77
66659	Forrest Siebken	1518.62
66660	Joseph Yocum	1197.78
66661	Kendall Hoggins	1220.76
66662	Mavis Ferris	125.05
66663	Jeanne Hoggins	1330.76
66664	Gary TeSelle	1261.07
66665	George Matzen	865.20
66666	Craig Carritt	16.95
66667	Jessica Wang	146.95
66668	Jon Weidemeyer	335.75
66669	Travis Fougeron	997.25
66670	Amy Salistean	927.56
66671	Cathleen Fosler	464.77
66672	Ardella Huber	517.05
66673	Denver Trojan	1046.33
66674	James Palensky	1499.14
66675	Owen Eickhoff	114.08
66676	Amber Legband	660.12
66679	Scott Bashore	138.52
66680	Patrick Kelley	184.70
66681	Waylon DeLong	138.52
66682	Kelly Heser	138.52
66683	Jason Stahl	138.52

GENERAL FUND:

66584	UNITED STATES POSTAL SERVICE	APRIL 2019 UTILITY BILLS	202.16
66581	MATTHIAS POLACEK	UB Deposit Refund	63.55
66582	GRAISYN RILEY	UB Deposit Refund	75.00
66583	DAVID ULRICH	UB Deposit Refund	13.66
66606	ABANTE MARKETING	INV. 78073	5,170.54
66607	AMERITAS LIFE INSURANCE CORP.	MAY 2018 DENTAL INSURANCE	644.96
66604	RETIREMENT PLANS DIVISION	PENSION-133011	1,453.52
66608	AMY SALISTEAN	EARLY COFFEE TREATS	10.93
66609	ARAMARK	PANTS & RAGS	633.22
66610	BLACK HILLS ENERGY	3-6-19 TO 4-5-19 SERVICE	865.76
66611	BROADVIEW NETWORKS	4-2 TO 5-1 PHONE	253.89
66612	CULLIGAN WATER CONDITIONING	COOLER RENTAL/WATER SOFTENER	105.00
66613	DANKERS CONCRETE	WATER LEAK STREETS/SIDEWALK	1,626.50
66614	DAS STATE ACCTG-CENTRAL FINANC	SRS MARCH CHARGES	93.00
66615	DENVER TROJAN	4-2 & 3-19 MEAL/REIMB.	44.45
66616	FARMERS COOPERATIVE	FUEL CHARGES	1,024.04
66617	HALEY YEACKLEY	EMT BOOK ACCESS CODE	71.20
66618	HAMPTON INN-KEARNEY	4-10 & 11, JOE YOCUM ROOM	208.00
66619	HOA SOLUTIONS	CELL GATWAY & WELL 3 VFD	3,389.90
2085151	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	4,336.21
66620	JOHN DEERE FINANCIAL	VENT & BRUSH REPLACMENT	668.69
66621	JR WELDING	SWEEP REPAIRS	40.00
66622	LINCOLN WINWATER WORKS	4 TAP SLEEVES	285.54
66623	LONNIE POHLMAN	REFUND SR. CTR. 4-14-19	75.00
66624	MATHESON TRI-GAS,INC	8 CYLINDER REFILLS	1,465.39
66625	MATT FRIEND TRUCK EQUIP.	PLOW LIGHTS	203.50
66626	MIDWEST AUTO PARTS	MOWER MAINTENANCE	383.98
66627	MILFORD PLUMBING INC.	TOLIET REPAIR	80.38
66628	MUNICIPAL SUPPLY,INC. OF OMAHA	10 UTILITY METERS	2,774.92
2085152	NE DEPT OF REVENUE	STATE TAX	629.27
66629	NEBRASKA HEALTH &	WATER TRAINING/TROJAN	100.00
66630	NEBR.STATE VOL.FIREFIGHTERS	6 FIRE FIGHTERS SCHOOL	690.00
66631	NEBRASKA ENVIORNMENTAL DEPT.	DENVER/TRAVIS CERTIFICATE	300.00
66632	NEBRASKA PUBLIC POWER DISTRICT	ELECTRIC SERVICE	5,417.75
66633	NEBRASKA STATE PATROL	2019 MACH USER FEES	78.00
66634	NMVCA	2019 DUES & MEMBERSHIP	60.00
66635	NORRIS PUBLIC POWER DIST	WELLS 1 & 2 SERVICE	420.99
66636	ONE CALL CONCEPTS	30 LOCATER CALLS	26.52
66637	PAC-N-SAVE MILFORD	POTATO BAKE	262.75
66638	PACIFIC BOW BUTTS TARGETS	4 TARGETS	1,208.00
66639	PAVERS INC	3.41 TON ASPHALT @ 127.00/TON	433.07
66640	PIZZA KITCHEN	MARCH BIRTHDAY MEALS	192.50
66641	REDIGER AUTOMOTIVE	OIL CHANGE INV. 152463	153.80
66642	REMBOLT LUDTKE LLP	LEGAL COUNSEL FOR MARCH	286.80
66643	SACK LUMBER COMPANY	HARDWARE FOR FLAGS	4.05

66644	SEWARD COUNTY INDEPENDENT	PUBLICATIONS	515.05
66645	SHARON BENDER	SUPPLIES	44.81
66646	SUSIE HUBER	1 CASE WHITE PAPER (SAM'S CLUB	36.36
66647	T.J. BUCHLI	KEYPAD FOR BLDG. REIMB.	100.58
66648	TCA OUTDOOR POWER	TRASH REPAIRS & PUMP	335.89
66649	TOOFAST SUPPLY	3 FIBERGLASS RAKES	89.97
66650	TRAVIS FOUGERON	REIMB. SUPPER 5 MEMBERS	202.94
66651	UNION BANK & TRUST COMPANY	MARCH HSA FEES	14.00
66605	UNION BANK	HSA	746.15
66652	UNIVERSAL PREMIUM	3-6 TO 4-5-19 FUEL CHARGES	690.76
66653	VERIZON WIRELESS	4-2 TO 5-1 SERVICE	109.66
66654	VERIZON WIRELESS-P	3-29 TO 4-28 SERVICE	122.78
66655	WERGIN'S LAWN SERVICE	PRE-EMERGENT FERTILIZER	1,215.00
66656	WINDSTREAM NEBRASKA INC	3-25 TO 4-24 PHONE SERVICE	65.60
66657	WOLFE SNOWDEN	MARCH 2019 LEGAL SERVICE	1,229.00
66677	RETIREMENT PLANS DIVISION	PENSION-133011	1,453.52
2085153	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	4,283.66
2085154	NE DEPT OF REVENUE	STATE TAX	604.42
66678	UNION BANK	HSA	746.15
2085155	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	122.44
66684	ABANTE MARKETING	12 PR. ATHLETIC SOCKS/SHIPPING	111.42
66685	ACME LINGO FLAGPOLES	50% DOWN ON 33 FT. FLAGPOLE	1,046.00
66686	AFLAC	APRIL SUPPLEMENTAL INS.	565.20
66687	ALOHA ROTH	1 SHEET CAKE FOR APRIL BIRTH.	25.00
66688	AMERICAN LEGAL PUBLISHING CORP	MILFORD CODE OF ORDINANCES	976.00
66689	AMERICAN LEGION POST 171	5 X 8 FLAG	145.27
66690	AMY SALISTEAN	REIM. DONUTS FOR EARLY COFFEE	8.98
66691	ASHLEY CAMERON	REFRESH WEB SITE DESIGN	430.00
66692	BAKER & TAYLOR	INV. 2034428279 SUPPLIES	511.95
66693	BLUE CROSS & BLUE SHIELD	MAY COVERAGE	8,715.10
66694	BSN SPORTS INC	CATCHER'S MITT	74.99
66695	CANON FINANCIAL SERVICES	COPIER CONTRACT CHARGE	165.00
66697	CARD SERVICE CENTER	PLANTS, HERB GARDEN, SEEDS	2,776.89
66698	CASH-WA DISTRIBUTING	FUNDRAISER FOOD TURKEYS	145.37
66699	DEARBORN NATIONAL LIFE INS CO	MAY 2019 COVERAGE FIREMEN	116.96
66700	DEMCO, INC	SRP SUPPLIES	637.34
66701	EAKES OFFICE SOLUTIONS	CASH RECEIPT JOURNALS	91.44
66702	ERIC RILEY ELECTRIC	FLOAT SWITHC REPLACEMENT	50.00
66703	FARMERS COOPERATIVE	GAS FOR SHUTTLE	44.89
66704	FIRST WIRELESS, INC.	MIC CORD, BATTERIES, RADIO	634.00
66705	HOA SOLUTIONS	WELLS 3 & 7 DISCHARGE PRESSURE	5,782.95
66706	JEO CONSULTING GROUP, INC.	PROF. SERVICE THRU 4-12-19	733.75
66707	KELLY SUPPLY COMPANY	2' BALL VALVE	55.20
66708	MID-STATE ENGINEERING	F STREET TESTING DRILLING	1,743.00
66709	MILFORD A/C & APPLIANCE, INC.	SERVE AIR CONDITIONER UNIT	287.40

66710	MILFORD PLUMBING INC.	WATER METER INSTALL & PARTS	907.26
66711	MILFORD SCHOOL DIST. #5	LIQUOR LICENSE INCOME	600.00
66712	MUNICIPAL SUPPLY, INC. OF OMAHA	SEWER METER	2,100.87
66713	NEBRASKA FIRE SPRINKLER	ANNUAL FIRE SPRINKLER INSPECT.	285.00
66714	NEBRASKA PUBLIC HEALTH	COLIFORM WATER TESTS.	30.00
66715	NEBRASKA PUBLIC POWER DISTRICT	WATER PLANT ELECTRICITY	1,488.62
66716	ONE CALL CONCEPTS	26 LOCATER FEES FOR DEC. 2018	27.30
66717	SEWARD COUNTY CHAMBER AND	PATRICK KELLEY LUNCHEON MEAL	10.00
66718	GARY TESELLE	ACCT. 5562939-GARY TESELLE	458.80
66719	UNITED INDUSTRIES	WADING POOL COVERS	95.16
66720	VERIZON WIRELESS	WELL CONTROL MONITOR	75.13
66721	WALMART COMMUNITY BRC	GROCERIES	829.70
66722	WESTOVER ROCK & SAND, INC	RED BALL LIME	1,892.55
66723	WINDSTREAM NEBRASKA INC	4-22-19 SERVICE	800.93
66724	ZITO MEDIA	RENTAL OF ADAPTER	13.09
	NE DEPT OF REVENUE	SALES TAX MARCH	2,257.92
1047	GRANT ACCOUNT	DARE SUPPLIES	118.26
1062	STOP ACCOUNT	DARE SUPPLIES	370.26
		PEPSI -POP/WATER & START UP	
	CONCESSION STAND ACCOUNT	FUNDS	2,316.00
	PAYROLL CHECKS ON 4/15/2019		14,644.36
	PAYROLL CHECKS ON 4/29/2019		15,091.96
	PAYROLL CHECKS ON 5/01/2019		738.78
	**** PAID TOTAL ****		
	***** REPORT TOTAL *****		120,281.18

REPORTS OF OFFICERS, BOARDS AND COMMITTEES: Written reports received: Milford Aging Services Committee minutes for April 16, 2019; Pool Board minutes from May 1, 2019; Police Activity Report for April 2019; Library monthly report for April, Street & Parks Report and Fire & Rescue Report for April. Stahl – Sr. Center is working on improvements; a new bench has been placed outside the building purchased with memorial funds. Pool Board is planning an Open House for 6/2/19 with contests and activities. Bashore encouraged people to visit the Library as George and staff have made several updates. Hydrants have been flushed and cemetery spaces that settled have been filled. Heser – reported 18 Rescue calls and 2 Fire calls. The second ambulance in line is experiencing engine problems. Milford is in line for ambulance funding in 2021, will be considering best scenario regarding repairs. Working on grant to purchase a new defibrillator system which will hook up to Bryan East and NE Heart Institute. Looking to Seward County for funding. No Recreation report. DeLong – Street sweeping underway, taking some time due to employee with multiple tasks. Gary looking into sign regulations, Frey is mowing, grass planted and aerated in south park. Working with SCC to sand and paint fire hydrants. Will begin sealing cracks in the streets not being replaced by patching

project. Commercial edger has been purchased, all restrooms in parks are maintained and open. Kyle will start beginning of June. Will research age requirements for mowing & edging. Kelley asked if restrooms outside of pool could have auto locks installed allowing additional availability for Archery Range or Park attendees. Chief of Police working on a couple nuisance violations. Some areas have already been cleaned up by tenant, but owner still needs to make repairs.

COMMUNICATIONS: *Sales tax received for the month of February 2019 in the amount of \$13,115.22. *NPPD lease rebate payment for the month of March 2019 received in the amount of \$15,996.03. *Black Hills Energy Annual Franchise Tax received in the amount of \$17,336.09.

Presentation of Dividend Check from Becky Haufle with INSPRO: Becky introduced a new face, Clay Peterson from Lincoln. He shared the dividend program has been around for 25 years and dividend checks have been distributed 18 out of the 25 years. INSPRO presented a check to the City of Milford in the amount of \$7,629.68 noting they appreciate our business.

NEW BUSINESS:

Discuss/Action – Ordinance prohibiting mailboxes in the Business District: A motion was made by Bashore and seconded by Heser to postpone the agenda item until further notice. Roll call vote: Bashore yes, Heser yes, DeLong yes, Stahl yes. Motion carried.

Discuss/Action – Approve moving forward with the 2019 Street Patching Program proposed by JEO: Julie Ogden with JEO presented the results of the time she spent in Milford driving around with Gary looking at the streets. The review showed more than one years' worth of work. Prioritizing was established: If a crack was opened or a portion of the panel was settling, these were moved to the top of the list. F Street patching versus repair was discussed. If F Street will be addressed in the next 2-3 years then we will not include F Street as part of the patching project, but if it looks like 4-5 years out before repairs can be accomplished on F Street then some of the areas will need to be addressed with the patching program. If some of the F Street areas are stabilized Julie thought, we could get 5 or so years out of the patching. Group 1a is included in the draft proposal, the highlighted yellow ones are the base bid. The street budget has roughly \$90,000.00 for street repairs. The alternate bid group would be everything else marked 1a, in case bids come in lower it would allow us to do more. The blue highlighted line was a previous water main break and concrete was replaced in less than favorable conditions. This line item will be paid with water funds. Closing State Street was discussed and the strength of concrete. Budgeting and deadlines were discussed. A motion was made by

DeLong and seconded by Bashore to approve moving forward with the 2019 Street Patching Program proposed by JEO specifically looking at priority items 1a highlighted in yellow as the base proposal using July 8 thru September 20, 2019 as contract dates to complete in this year's budget. Depending on how bids come in include non-highlighted items in 1a. (All items in 1a & 1aw) Roll call vote: DeLong yes, Bashore yes, Hesel yes, Stahl yes. Motion carried.

Discuss/Action – Authorization to advertise and receive bids for 2019 Street Patching Program. A motion was made by DeLong and seconded by Bashore to authorization to advertise and receive bids for 2019 Street Patching Program covering the areas discussed in the previous motion with a bid opening date of May 30, 2019 at 1:15 pm. Roll call vote: DeLong yes, Bashore yes, Hesel yes, Stahl yes. Motion carried.

Discuss/Action – Authorize advertising for the Highway Water Main Replacement in September 2019: Aaron Beauclair with JEO reported it's time to replace the water main line along Hwy 6 between B & D Street. We are ahead of the game and are asking to advertise for bids in September. A motion was made by Bashore and seconded by DeLong to approve advertising for bids in September. Discussion: Gary noted this will help with fire protection on the south side of town. Engineer estimate is \$180,000.00 and letter to the State shows \$125,000.00. Aaron explained his theory behind underestimating. With no further comments: Roll call vote: Bashore yes, DeLong yes, Hesel yes, Stahl yes. Motion carried.

Hire Pool Employee and set wages: Pool Board met May 1st and interviewed Chelsea Stutzman and Ryan Rockenbach. They have extensive backgrounds from 4 different pools; Chelsea was employed with Beaver Crossing and Friend and Ryan was employed with Crete and Wilber. A motion was made by Stahl and seconded by Hesel to hire Chelsea Stutzman and Ryan Rockenbach as Co-Managers both at \$11.25 per hour. Chelsea's employment is pending her Pool Op Certification. Also approved Chloe Kolb as Head Guard at the standard rate. Roll call vote: Stahl yes, Hesel yes, Bashore yes, DeLong yes. Motion carried.

Discuss/Action – Date of June Council Meeting: A motion was made by Hesel and seconded by Bashore to move the June meeting to June 12, 2019 at 7:00 pm. Roll call vote: Hesel yes, Bashore yes, DeLong yes, Stahl yes. Motion carried.

Discuss establishing a Housing Development Committee: Working with Jonathan Jank & SCCDP along with the Affordable Housing Grant, Mayor Kelley was looking for input of individuals to fill the appointments of a Housing Development Committee. Names suggested: Stacy Hartgerink with real estate background, Building Inspector, Brad Havener, Ron Petsch,

Roger Kontor with construction knowledge, Jim Kremer, Marian Stutzman and Gerry Dunlap with banking knowledge. Mayor Kelley suggested 5 members to make up the committee. These individuals could be approached prior to the June meeting.

Approval to run Runza's electric service thru City property between Elm St. & Hwy 6 on First Street, NPPD: NPPD Planner/Scheduler, Monty Rahder shared Runza requested 3 phase power for their new construction. NPPD was looking for the most cost effective way to provide the service. Monty showed where the underground line would run and since it is on city property all that is needed is approval from the city. With the new lease agreement any extensions to the system becomes part of the city owned system. A permit to bore under the Hwy has been submitted. A motion was made by Bashore and seconded by Stahl the approval to run Runza's electric service thru City property between Elm St. & Hwy 6 on First Street and include a map of the finished line in the real estate documents and to be added to our GIS mapping digitally. Roll call vote: Bashore yes, Stahl yes, DeLong yes, Heser yes. Motion carried.

Discuss/Action – Pay application request #1, Tru-Built Construction: A motion was made by Bashore and seconded by Heser to approve pay application request #1 to Tru- Built Construction in the amount of \$28,932.03. Roll call vote: Bashore yes, Heser yes, DeLong yes, Stahl yes. Motion carried.

Hire Police Officer and set wage: Chief asked the Council to extend an offer of employment to Justin DeSchepper. Mr. DeSchepper is a graduate with 2 Bachelor of Science degrees; one in Natural Resource Law Enforcement and one in Wildlife and Fishery from South Dakota State University. Chief is recommending starting him at \$18.00 per hour with a .50 increase after graduating from the Academy, which will be April of next year. A motion was made by Stahl and seconded by Bashore to make an offer of employment to Justin DeSchepper with a starting wage of \$18.00 per hour increasing to \$18.50 after graduating from the Academy. Roll call vote: Stahl yes, Bashore yes, DeLong yes, Heser yes. Motion carried.

Repeal Hobbyist Permit: Chief would like the Council to consider repealing the Hobbyist Permit which was established in 1997. Since his time of employment, we have only issued 2 permits. Both permits were on project or junk vehicles and nothing was ever done. Vehicles of this nature depreciate the value of the property. If someone wants a project vehicle to store or work on, it should be out of public view. Chief is asking the board to consider repealing the ordinances. The Attorney will draft an ordinance for consideration at the June meeting.

ADJOURNMENT: A motion was made by Hesel and seconded by Bashore to adjourn the meeting. Roll call vote: Hesel yes, Bashore yes, DeLong yes, Stahl yes. Motion carried and meeting adjourned at 8:39 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 May 7, 2019 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.

(SEAL)




Jeanne Hoggins, City Clerk

