CITY OF MILFORD, NEBRASKA
COUNCIL AGENDA

TUESDAY, NOVEMBER 3, 2026, 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.

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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. **PUBLIC COMMENT** Members of the public wishing to present to the Mayor and City Council on any matter of public interest will be invited to do so during this segment of the meeting. Each individual presenter will be limited to no more than three (3) minutes of speaking time.

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: October 6, 2026
   b. Approve Claims by Auditing Committee
   c. Approve Treasurer's Report for September 2026 by Auditing Committee
   d. Reports/Communications filed by Governing Board and City personnel.

5. CURRENT BUSINESS:

a. Consider Scope of Services for the Lead Service Line Support – Lead and Copper Rule Improvements and Rule Revisions.

b. Agenda Item Request – Ethel Svoboda, 708 Thornridge Acres Dr. – Water and Street

c. Consider approval of loan document templates for awarding CDBG DTR grants to applicants.

d. Consider recommendation from the Downtown Revitalization Committee on the Dragonfly Café façade improvement application.

e. Consider hiring Recreation Coordinator/Office Assistant and setting wage.

f. Communication regarding potential vacancy of Ward II city council position.

g. Consider payment request from VanKirk Brothers Contracting on pay application no. 1 in the amount of $138,216.20 for the 2025 Milford Water Main Replacement, SRF Project No. D311669.

6. RESOLUTIONS AND ORDINANCES:

RESOLUTION NO. 690 - AUTHORIZE MAYOR KELLEY TO SIGN THE YEAR-END CERTIFICATION OF CITY STREET SUPERINTENDENT FOR 2026.

7. ADJOURNMENT

CITY OF MILFORD
REGULAR MEETING
NOVEMBER 3, 2026
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 3rd day of November 2026 at 7:00 pm. Present were: Mayor Patrick Kelley; Council members: Dustin Bauer, Tony DeLong, Becky Freeman, Dainton Parks, Attorney Anthony Aerts, City Clerk Jeanne Hoggins, Deputy Clerk Whitney Parks, Chief of Police Darrin Kremer, Maintenance Supt. Gary TeSelle. Also present: Brooke Seachord with JEO, Ethel & Arden Svoboda, Misty Ahmic, Diane Kemper, Roy Cast, Cody & Mallory Gregory, LaVerne Obermeier.

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 advance 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 on the table along the east wall in the City Hall meeting room.

PLEDGE OF ALLEGIANCE:

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

Mayor Kelley thanked Tony DeLong and Becky Freeman for serving as council members for the last several years. Tony expressed how nice it was to work with everyone and especially Gary TeSelle. Becky has also enjoyed learning about all the areas of the city. There is a lot of work that goes into all the departments. She thanked everyone for the opportunity.

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

PUBLIC COMMENT Members of the public wishing to present to the Mayor and City Council on any matter of public interest will be invited to do so during this segment of the meeting. Each individual presenter will be limited to no more than three (3) minutes of speaking time. Mayor Kelley opened the public comment section at 7:04 pm.

Roy Cast 703 Thornridge Acres Dr. asked about the survey notice included on the water and sewer bills. He noted he did not receive one and how important communication is. City Clerk Hoggins informed him that we have sent the notice out 3 different times starting in May as a requirement by the State of NE. Deputy Clerk Parks informed Mr. Cast that he had already submitted his survey. Public comment section closed at 7:06 pm.

REPORTS/COMMUNICATIONS: Written reports received: Sr. Center minutes from October 21, 2026 meetings. Milford Police Dept. Activity Report for October 2026. Downtown Revitalization minutes from October 29, 2026.

CONSENT AGENDA: Mayor Kelley read the Consent Agenda:

a. Approve Minutes: October 6, 2026

b. Approval of Claims: Accounts Payable - $195,010.18; Payroll - $49,444.25; Totaling $244,454.43 by the Auditing Committee.

c. Approve Treasurer's Report for September 2026 by Auditing Committee

d. Reports/Communications filed by Governing Board and City Personnel.

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, Bauer yes, Parks yes. Motion carried.

SALARIES:

8935	Dustin Bauer	138.52
8936	Waylon Delong	138.52
8937	Becky Freeman	138.52
8938	Patrick Kelley	184.70
8939	Dainton Parks	138.52
8940	Craig Carritt	23.17
8941	Kelly Deeks	2012.87
8942	Mavis Ferris	74.66
8943	Jacob Hlavac	322.43
8944	Jeanne Hoggins	1804.61
8945	Ardella Huber	1171.92
8946	Darrin Kremer	2175.77
8947	Mystique Lauer	1227.10
8948	George Matzen	788.80
8949	Floyd Nitzsche	314.55
8950	Whitney Parks	1055.12
8951	Katherine Pauley	169.70
8952	Michelle Richards	242.41
8953	Dominic Rocole	1369.06
8954	Jordan Schachtschabel	1611.80
8955	Jessica Swanson	568.33
8956	Gary TeSelle	1333.14
8957	Wallace Wilkins III	1384.15
8958	Craig Carritt	26.50
8959	Kelly Deeks	1970.79
8960	Mavis Ferris	106.02
8961	Jacob Hlavac	309.83
8962	Jeanne Hoggins	1862.27
8963	Ardella Huber	1205.25
8964	Darrin Kremer	2232.74
8965	Mystique Lauer	1394.97
8966	George Matzen	812.22
8967	Floyd Nitzsche	382.11
8968	Whitney Parks	1304.09
8969	Katherine Pauley	274.66
8970	Michelle Richards	253.26
8971	Dominic Rocole	1506.77
8972	Klaus Schachtschabel	1844.00
8973	Jessica Swanson	582.61
8974	Gary TeSelle	1385.70
8975	Wallace Wilkins III	1452.19

GENERAL FUND:

IRS	PAYROLL FED W/H 10.1.26	122.44

	ONE BILLING SOLUTION	MONTHLY SERVICE FEE	1,381.40
	IRS	PAYROLL FED W/H 10.5.26	5,128.60
	NE DEPT OF REVENUE	STATE W/H	640.71
	JOHN HANCOCK	PENSION PMT 10.5.26	2,909.67
500914	OMNIFY BENEFITS	HSA EMPLOYEE CONTRIBUTION	790.00
	NE DEPT OF REVENUE	SALES TAX - SEPTEMBER	1,838.64
500943	ALLO COMMUNICATIONS	PHONE/INTERNET SERV.	687.76
500944	BLACK HILLS ENERGY	320 5TH ST. GAS SER	487.81
500945	BLUE BUCKET WINDOWWASHING	WINDOW WASH SR.CNTR	90.00
500946	BRIAN PICHMAN	NEBR. LIBRARY COMMISSION	250.00
500947	CANON FINANCIAL SERVICES, INC	OCT. 2026 COPIER CONTRACT	179.95
500948	CASH-WA DISTRIBUTING	LB.POTATOS/SR.CTR.P.BAKE	39.61
500949	CULLIGAN WATER CONDITIONING	LIBRARY COOLER/H2	44.20
500950	DAN PEARSON	2-17 THRU 9-3 PLUMB.INSPECT	245.00
500951	DAN REYNOLDS	SR.CTR.BIRTH.ENTERTAIN	175.00
500952	DAS STATE ACT-CENTRAL FINANC	SEPT. POLICE RADIO FEES	99.00
500953	DATAVIZION	W PARKS NOTEBK COMPUTER	3,045.11
500954	DIVERSIFIED SAFETY & COMPL	RANDOM DRUG SCREENING-	160.80
500955	EAKES OFFICE SOLUTIONS	COPIER CONTR	72.49
500956	ELECTRIC PUMP	CONFINED SPACE 9-24-26	1,877.00
500957	FARMERS COOPERATIVE	SEPT.FUEL CHARGES	3,651.69
500958	FIRST STAR RECYCLING	SEPT. RECYCLING -2 TRIPS	175.50
500959	GREEN THUMB LAWN SERV. LLC	SR.CTR. 4 MOWINGS IN SEPT	3,326.00
500960	HAMPTON INN-KEARNEY	D.KREMER POLICE CONFER	464.85
500961	JOANN ROTH	JUNE 17,24 JULY 1,8 (8 HRS.)	600.00
500962	JOHN HANCOCK USA	AADF-A-SEPT. 2026 ADMIN. FEE	400.27
500963	LINCOLN CONTINENT BARBERSHO	SR.CTR.QUARTET ENTERT	175.00
500964	LONNIE PIITZ	SR.CTR.ENTERTAIN	200.00
500965	THE MUSIC BINGO GUY	SR.CTR.ENTERTAI	125.00
500966	NEBRASKA PUBLIC POWER DIST	AUG. 25 TO 9-23 ELECTRICITY	4,629.32
500967	NE MUNICIPAL CLERKS' ASSOC	26-27 MEMERSHIP DUES	150.00
500968	NE RURAL WATER ASSOCIATION	TESELLE SEPT. CONFERENCE	275.00
500969	NORRIS PUBLIC POWER DIST	ACCT, 40700 NORTH	520.19
500970	OMNIFY BENEFITS	SEPT. 2026 7 MEMBERS @	14.00
500971	REDIGER AUTOMOTIVE	POLICE UNIT #1 OIL CHANGE	82.69
500972	REMBOLT LUDTKE LLP	SEPT. LEGAL COUNSEL	3,518.50
500973	SEWARD COUNTY CHAMBER DEV	FUNDING AGREEMENT	13,720.00
500974	SEWARD COUNTY COMM	E911-26/27 SERVICE 4%	40,217.87
500975	SEWARD COUNTY INDEPENDENT	LEGAL MINUTES	120.91
500976	TCA OUTDOOR POWER	HUSTLER LABOR,BELT,BLADES	361.25
500977	TROY GROUP, INC	1 YR. WARRANTY MICR PRINTER	289.00
500978	VAN WALL EQUIPMENT	JD.UTILITY RAKE-TRUFINISH	21,493.56
500979	VERIZON WIRELESS	FIRE DEPT. PHONE BILL	133.22
500980	WINDSTREAM NEBRASKA INC	LIBRARY PHONE	67.80
	IRS	PAYROLL W/H 10.19.26	5,558.86
	NE DEPT OF REVENUE	PAYROLL STATE W/H 10.19.26	699.29

	JOHN HANCOCK	PENSION PMT 10.19.26	3,238.39
500981	OMNIFY BENEFITS	HSA PMT 10.19.26	790.00
500982	GARY TESELLE	PAYROLL PMT OCT 2026	600.00
500983	NELSON CONTRACTING	1/2 DEPOSIT FIRE HALL ROOF	37,679.64
500985	UNITED STATES POSTMASTER	OCT POSTAGE FOR OCT U/B	291.42
500987	AFLAC	OCTOBER SUPPLEMENTAL INS	1,210.22
500988	BLACK HILLS ENERGY	SR.CTR/MINUS POOL C	77.08
500989	BOUND TREE MED.PROD	I GEL RESUS PACKS/STRAP	342.64
500990	CARD SERVICE CENTER-JH	INTEREST/SERVICE FEE	13,209.00
500991	CASH-WA DISTRIBUTING	SR.CTR. FOAM CONTAINERS	49.26
500992	CREATIVE PRODUCT SOURCE, INC	STICKERS-POLICE	462.83
500993	CULLIGAN WATER CONDITIONING	SERVICE CALL	160.52
500994	DAVID CUNNINGHAM	REIMB. STEEL TOED SHOES	150.00
500995	DEARBORN GROUP	NOVEMBER FIRE DEPT. INS	103.20
500996	DERREK YODER	SEPT. CLEANING FIRE HALL	150.00
500997	EAKES OFFICE SOLUTIONS	CASE PAPER/REAM CANARY	76.48
500998	FIRST WIRELESS, INC.	2 FIRE DEPT. PAGERS	1,035.60
500999	GAIL CHAPMAN	MILEAGE SR.CTR.DOLL PRES	54.72
501000	HYDRO OPTIMIZATION & AUTO	AFTER HRS. TRAVEL LABOR	904.50
501001	INGRAM LIBRARY SERVICES	62 LIBRARY BOOKS	893.90
501002	JEFF BARNES	SR.CTR.ENTERTAIN	300.00
501003	JEO CONSULTING GROUP, INC.	2025 WATER MAIN.CONST.ADM	3,000.00
501004	KELLY HANEY	YOGA	320.00
501005	NIPPON SANSO MATHESON, INC.	FIRE DEPT. BOTTLED GASES	79.44
501006	MEDICA HEALTH PLAN	NOV HEALTH INS. PREMIUMS	10,978.92
501007	MGL PRINTING SOLUTIONS	3,000 UTILITY BILL CARDS	1,367.00
501008	MIDDLE CREEK PRINTING	1 HOODED SWEATSHIRT	57.05
501009	NEBRASKA GENERATOR SERVICE	SERV ON SEWER GENERATOR	858.67
501010	NE PUBLIC HEALTH ENV. LAB	EPA/COLIFORM WATER TEST	267.00
501011	POLICE CHIEFS ASSOC OF NE	2027 POLICE CHIEF MEMBER	120.00
501012	PRINCIPAL LIFE INSURANCE CO	DENTAL/VISION INSURANCE	705.11
501013	REBEKAH FREY	SEPTEMBER AND OCTOBER	350.00
501014	SEWARD COUNTY ATTORNEY	PROSECUTION SERV.ANNUAL	2,500.00
501015	SEWARD COUNTY INDEPENDENT	LEGAL MTG. PROCEEDING	102.95
501016	T-MOBILE	POLICE CELL PH	182.80
501017	UNIFIRST CORPORATION	OCT. 6 MAINT. INV.	434.78
501018	URIBE REFUSE SERVICES, IN	OCT/NOV. TRASH SERVICE	455.33
501019	VERIZON WIRELESS-P-CITY OFFICE	3 MOBILE LIC.	249.60
501020	VERIZON WIRELESS-ACCT. 7813	WATER.SEWER	115.17
501021	WERGIN'S LAWN SERVICE	OCT/NOV. WINTER FERTILIZER	1,795.00
501022	WINDSTREAM NEBRASKA INC	POOL	200.81
501023	ZITO MEDIA	OCT. T.V. SERVICE FIRE HALL	6.09
	TOTAL PAYROLL 10.1.26		738.78
	TOTAL PAYROLL 10.5.26		17,649.59
	TOTAL PAYROLL 10.19.26		18,905.98
			244,454.43

CURRENT BUSINESS:

Consider Scope of Services for the Lead Service Line Support – Lead and Copper Rule Improvements and Rule Revisions.

Brooke Seachord with JEO Consulting Group and the project manager for the lead and copper rule. I provided a previous scope and fee as part of that. We had some conversation, and I believe that there were some subsequent questions regarding the changes that were made. We were going to utilize most of your materials that you had previously developed. So I had modified our scope with the removal of content development spec sheets, building off of what you already had, and then I also reduced the scope of hours after reviewing your existing inventory for the expected workload in that regard. So at this time, do you have any specific questions for me regarding the scope of services?

Mayor Kelley thanked Brooke for coming back. I think there were just some questions around the outreach engagement with respect to the website and education.

Primarily, what we'll do is augment a lot of the information that's currently there and then update it as new regulatory guidance goes into effect. We provide you the talking points and that new information is posted and shared with the public. Also crafting some of the language as to the responsibility that's put onto the community and your guys' role in ensuring that the program takes place. So it's a lot of content. Typically, we just provide all of it for you guys to upload within your own framework and you can include any sort of links or handouts. We want to have translations of other materials like Spanish, for instance and we can provide that.

A motion was made by Bauer and seconded by Parks to table this item until the December 2026 meeting allowing JEO to provide an updated Scope of Service with the new rates and education information. Roll call vote: Bauer yes, Parks yes, DeLong yes, Freeman yes. Motion carried.

Agenda Item Request – Ethel Svoboda, 708 Thornridge Acres Dr. – Water and Street

Ethel Svoboda; 708 Thornridge Acres Dr. approached the board regarding a water issue that has been addressed and a street issue, which she presented information on. She had done a lot of research on the street (Thornridge Acres Dr.) First phase: Began in 1995, with homes built around 1998–2000. She said the street, water, and sewer were initially built only partway. She described the plat as listing the street as non-dedicated, but also read language from the owner's 1995 dedication that she believes is relevant to the street's status. Second phase: Began in 2007. She read deed-of-dedication language that, in her view, dedicated the streets and easements and provided rights of access and utility use. She said the Planning Commission approved the final plat on June 27, 2007, the City Council approved it on July 3, 2007, and it was recorded on August 23, 2007. Svoboda argued that the owner's dedication language, the city's approval of the plat, and Milford's subdivision-ordinance requirements support treating the street as publicly dedicated. She also cited the ordinance's definitions of dedication, public and private roads, and rights-of-way; she pointed out that the subdivision has 16 lots, compared with the cited definition's limit of 12 lots for a private road. She additionally read from what she described as a 1995 city ordinance approving the plat and the dedication of its streets, alleys, easements, and other public ways while annexing the property. She asked whether the city must follow Nebraska statutes. Mayor Kelley said he would defer legal questions to the city's attorney. Svoboda presented documents and ordinance language as evidence for her position that the street was dedicated and that the city accepted it. (Documents referenced by Ethel Svoboda during the meeting are attached to these minutes)

Mayor Kelley noted he understands the concern but would like an opportunity to research what was shared along with city records.

Mrs. Svoboda presented a bill for snow removal services, street repairs and liability insurance since 2008. She referenced their Homeowners Association, which does not cover the street. She also noted letters from different attorneys that said no, it wasn't dedicated. The same dedication for our street was done for another section that the Jantze group owned, and it was accepted. I think they get their street cleaned. All I've ever heard since I've lived here is "It's a private street, you own it and have to take care of it.
Mayor Kelley thanked her for talking to the board and they will definitely look into it.

Consider approval of loan document templates for awarding CDBG DTR grants to applicants.

Attorney Aerts noted, we're probably not ready for action on this item. We are waiting on some of the loan templates to be revised and reviewed. We are just working through a few final details. Attorney Aerts would like to get final approval from James Owens with SENDD as well. I don't know if SENDD technically speaking even requires the council to approve these legal documents but at the very least we will have them ready for the December meeting. A motion was made by DeLong and seconded by Freeman to table the item based on legal recommendation for the December 2026 meeting. Roll call vote: DeLong yes, Freeman yes, Bauer yes, Parks yes. Motion carried.

Consider recommendation from the Downtown Revitalization Committee on the Dragonfly Café façade improvement application.

Council member DeLong mentioned he attended the DTR Committee meeting and their group reviewed the application. These will be nice upgrades, very well needed and appropriate for the grant. Tony noted the work involved with DTR and trying to pick up steam. It's exciting to see this first application come before the council to get things started. Tony thinks there will be some wonderful things happen downtown. Attorney Aerts questioned discussion at the DTR Committee meeting regarding funding and the process. Mallory noted her understanding from the initial application meeting, for everyone that was at the table, once all the work is done and we show proof of the work being done, everything's paid for through our bank account. Then we submit paid invoices and get the reimbursement minus our portion of the commitment. Attorney Aerts noted that's consistent with how things are often dispersed he just wanted to actually confirm.
Gregory's were grateful to learn about the early 1900 building and its historic background. When they bought Dragonfly the first thing they mentioned was they need a new door. It is a residential door and so they did a lot of research for a replacement. They will repair a bit of the detail on the upper façade, a new sign and new railing making it ADA compliant. A motion was made by DeLong and seconded by Bauer to approve the recommendation from the Downtown Revitalization Committee on the Dragonfly Café façade improvement application subject to using the loan documents approved by the city council. Roll call vote: DeLong yes, Bauer yes, Freeman yes, Parks. Motion carried.

Consider hiring Recreation Coordinator/Office Assistant and setting wage.

Council member Parks and City Clerk Hoggins interviewed Jonathan Metschke (J.J.). Parks noted his energy and attitude. He has a business degree and a minor in psychology. He is currently working as a Marketing Specialist for Sweet Tea Marketing and manages their website. He also works at the Wellness Center front desk in Seward organizing stuff. He has the education and experience for this position. A motion was made by Parks and seconded by Bauer to approve hiring JJ Metschke as the Recreation Coordinator/Office Assistant at a starting wage of $19.00 per hour pending background check and drug screening. Questions arose regarding: Is this a new position? Has this position been budgeted? Mayor Kelley noted the previous recreation coordinator resigned several months ago and there has been discussion amongst the board as to how we should move forward. In the past the Recreation Coordinator was also an employee. Recently we have

tried to full fill this position with an outside resource. The continued turnaround and oversight has brought us back to actually hiring an employee. Yes, the position has been budgeted. Roll call vote: Parks yes, Bauer yes, DeLong yes, Freeman yes. Motion carried.

Communication regarding potential vacancy of Ward II city council position.

Attorney Aerts informed the board of an anticipated council vacancy and the process in which filling the vacancy is completed. At the December reorganization meeting, since DeLong did not refile and no one filed to run in Ward II there will be a vacancy. At the time this vacancy becomes evident Mayor Kelley will announce the vacancy and then within a four-week period, there has to be an appointment. The mayor has the option at least to appoint a replacement, and then that has to be considered and voted on by the city council as exists at that time. This is the process that we anticipate is going to happen come December 1, 2026.

Consider payment request from VanKirk Brothers Contracting on pay application no. 1 in the amount of $138,216.20 for the 2025 Milford Water Main Replacement, SRF Project No. D311669.

A motion was made by Freeman and seconded by DeLong to approve the payment request from VanKirk Brothers Contracting on pay application no. 1 in the amount of $138,216.20 for the 2025 Milford Water Main Replacement, SRF Project No. D311669. Roll call vote: Freeman yes, DeLong yes, Bauer yes, Parks yes. Motion carried.

RESOLUTION NO. 690 - AUTHORIZE MAYOR KELLEY TO SIGN THE YEAR-END CERTIFICATION OF CITY STREET SUPERINTENDENT FOR 2026. (Resolution attached to these minutes)

A motion was made by Bauer and seconded by Freeman to approve Resolution No. 690 as read. Roll call vote: Bauer yes, Freeman yes, DeLong yes, Parks yes. Motion carried.

ADJOURNMENT: A motion was made by DeLong and seconded by Freeman to adjourn the meeting. Roll call vote: DeLong yes, Freeman yes, Bauer yes, Parks yes. Motion carried and meeting adjourned at 8:05 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 November 3, 2026 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.

CITY OF MILFORD, NE SEAL EST. 1864 (SEAL)

Jeanne Hoggins, City Clerk

MONTHLY REPORTS FOR NOVEMBER 3, 2026, MEETING

BAUER

October Fire Report:

2 total calls
1 cancel upon arrival (mutual aid grass fire with Pleasant Dale)
1 vehicle fire

TESELLE:

Water:

Water testing.
Working with JEO water main replacement.
Well #3 is back online.
Water tower painting interior Wil be done in the spring. Not having well #3 during this project was not a good situation.
Main replacement will start end of mouth first of November.
Water service repair assistance. Thornridge drive, met with residents on confusion of ownership of the project. Was settled, city's responsibility.
One call locating.
Well #5 has been abounded and filled.

Sewer:

Regular rounds and maintenance.
Sewer maintenance on problem spots done.
Two repairs are scheduled for repairs. Elm street. And behind the car wash.
Lagoons discharge started.
Main Camera done on trouble spots.
Level monitoring added to two lift stations.

Parks:

Limb, trash pickup and raking done multiple times.
South Park bridge set back. Limb pick up has been started. Is cleaned up enough to open.
Splash pad winterized.
Mowing and trimming.
Field Maintenance fence cap installed on outfield fences.
Weed spraying done multiple times.
Meet with J&R Welding working on net repair center court Uptown Park.
Mower repairs and maintenance.
Over seeding done on uptown park.
Soccer fields picked up for winter.
Sprinkler repairs done on outfield. Valve failures and head issues.
Library weeds and plants trimmed back and cleaned up.

Streets:

Tree limb pic ups done.
Ally approaches cleaned up will be doing after rains.

Mosquito fogging done before games.
Ally maintenance has been done twice this month.
Tress stumps ground. Cleaned up grindings.
Tree limb removed on E St remove
Sweeper ready to do leaf pick up.

Pool:

Pool winterized except for a few items.

Cemetery:

Tree limbs picked up.
Mowing and trimming done.
Roadways bladed. Will need to do them after heavy rain.

We take the recycling trailer in once a week now. Till staffing is back. The trailer will need new axials. One has broken and had to be welded for now.

HOGGINS: *Sales tax received for the month of August 2026 in the amount of $27,246.67. *NPPD lease payment for September 2026 received in the amount of $22,733.19. *JEO Project Status Report through 10/30/26. *Gaming Account balance as of 11/3/26, $48,775.70. *Conducted 1 interview for the Recreation Coordinator position. *Met with Wegner Monument to determine list of headstones to be repaired.

CITY OF
MILFORD
NEBRASKA

REQUEST FOR FUTURE AGENDA ITEM

If you have a specific topic that you would like the City Council to discuss at a future meeting, please list your name, address, telephone number, and the specific topic. The item will be reviewed and possibly scheduled for a future meeting or forwarded to City staff for appropriate action.

Name: Ethel Svoboda

Address: 708 Thornridge Acres Dr
Milford, NE

Telephone #: 402-360-1016

Date of Request: November 3, 2026

Description of Requested Topic: Water and Street

Thank you for letting me speak with you tonight.

I have done a lot of research concerning the street. Thornridge Acres Dr was constructed in two phases. The first phase started in 1995. The first townhomes were built in 1998-2000 starting on the south end of the property. There were four townhomes built two on each side of the street. The street was only built half-way. The street at that time was listed as a non-dedicated street on the plat. There was a dedication. READ DEDICATION.

The second phase of the project was started in 2007. ~~The~~ READ DEED OF DEDICATION. The final plat was approved by the Planning Commission on June 20th of 2007. The City Council approved the plat on July 3rd, 2007. A register of deeds was registered on Aug. 23, 2007.

If Mr. Jantze had wanted the street to remain non-dedicated why didn't he use the wording from the Dedication instead he used the Deed of Dedication.

Here is some information that I found that I think will help show the street is a dedicated street.

A deed of dedication is a legal document in which a property owner voluntarily sets aside land or an interest in land for public or community use, becoming effective once the public (usually a government entity) formally accepts it. A deed of dedication is a specialized real-property instrument used to transfer land or rights for public benefit. It differs from a sale because the owner dedicates the land for a specific public purpose rather than transferring full ownership for private use. Common uses are public roads and streets and utility easements (water, sewer and electricity). A deed of dedication is ultimately a mechanism ensuring that private land is legally committed to serving a public purpose.

The information that follows was taken from Section 3.05 Final Plat and Required Specifications Milford, NE Subdivision Ordinance. After approval of the preliminary plat by the Planning Commission, the subdivider shall prepare and submit to the Planning Commission a final plat prepared by a registered land surveyor for recording purposes and shall submit in conformance with

the approved preliminary plat drawn to a scale of one inch to 100 feet with a sheet size not to exceed 42 x 30 accompanied by the following. I'm not going to read all the requirement but I'm going to jump to section 3.05.14 which reads: A notarized dedication signed and acknowledged by all parties having any titled interest in or lien upon the land to be subdivided consenting to the final plat including the dedication of parts of the land for street, easements and other purposes. I believe that Mr. Jantze met all the requirements for dedication of the street since the Planning Commission and the City Counsil approved the final Plat.

I would like to read some definitions taken from Milford, NE Subdivision Ordinance.

*Dedication shall mean the intentional appropriation of land by the owner to some public use.

*Road shall mean the same as "street".

*Road, Private shall mean a way, other than driveways, open to vehicular ingress and egress established for the benefit of certain, adjacent properties not to exceed more than twelve lots served by such road. Thornridge Acres Dr had 16 lots.

*Road, Public shall mean all public right of way reserved or dedicated for street or road traffic.

*Right of way shall mean an area or strip of land either public or private on which an irrevocable right of passage has been dedicated, recorded or otherwise legally established for the use of vehicles or pedestrians or both.

*Street, Private shall mean an open, unoccupied space, other than a street or alley dedicated to the public but permanently established as the principal means of vehicular access to abutting properties.

The Ordinance No 640 passed and approved on February 7, 1995 that annexed Thronridge Acres Dr into the city reads as follows: An ordinance to approve the plat of Thornridge Acres 1st addition to the City of Milford, NE and

the dedication of all streets, alleys, easements and other public ways thereon annexing said real estate to the corporate limits of the city of Milford, Ne.

Be it ordained by the mayor and council of the city of Milford, NE. Thornridge Acres Dr 1st addition of the city of Milford, NE attached hereto as Exhibit1 and incorporated by reference, together with all lots, street, alleys, easements, public ways, is hereby accepted and approved by the City.

There is a Nebraska Revised Statute 17-405.04 Inhabitants of annexed land; benefits and ordinances.

The inhabitants of territories annexed bunder sections 17-405.01 to 17-405.05 shall receive substantially the benefits of other inhabitants of such city of the second class or village as soon as practicable and adequate plans and necessary city council or village bord of trustees action to furnish such benefits as police, fire, snow removal and water service must be adopted not later than one year after the date of annexation and such inhabitants shall be subject to the ordinances and regulations of such city or village, except that such one-year period shall be tolled pending final court decision in any court action to contest such annexation.

I think I shown that Thornridge Acres Dr is a public street by the word dedication in the Ordinance to annex and in the Deed of Dedication

The only action that needs to be taken is for the city to take responsibility of Thornridge Acres Dr street . I also believe that the city is responsible for paying expenses that the citizens of Thornridge Acres Dr through their HOA have paid since 2008. Those expenses would include snow removal, street repair and liability insurance. I have compiled a bill of those expenses.

CITY OF MILFORD
DOWNTOWN REVITALIZATION COMMITTEE
OCTOBER 29, 2026
MINUTES

A special meeting of the City of Milford Downtown Revitalization Committee was held on the 29th day of October 2026 at 7:00 pm. Present were Committee Members: Marian Eicher, Jim Kremer, Kevin Wingard, Isabella Peterson, Roger Wittrock, Stacy Hartgerink and Tony DeLong. Absent: Amy Danekas.

Call to Order: Meeting was called to order at 7:03 PM and publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act is available for review and is available on the table along the east wall in the City Hall meeting room.

Consider application from Mallory Gregory, Dragonfly Café for exterior façade improvements and recommendation to City Council.
After discussion a motion was made by Wittrock and seconded by Hartgerink to recommend concurring with the Tier II determination that the project is eligible to continue and adheres to the adopted program guidelines and further recommends the project as a worthwhile effort that makes progress toward eliminating substandard and blighted conditions within the Downtown Renewal (DTR) study area in the amount not to exceed $25,000, estimated total project cost.

Roll call vote: Wittrock yes, Hartgerink yes, Eicher yes, Kremer yes, Peterson yes, Wingard yes. Absent and not voting: Danekas. Motion carried.

Adjournment: Meeting was adjourned at 7:29 pm.

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 2026.** Documents include the 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, 2026**. **RECORD KEEPING**: NDOT recommends that the municipality keep a copy of everything you send to NDOT *(the forms and meeting minutes)* in a separate file for future reference.

RESOLUTION

SIGNING OF THE YEAR-END CERTIFICATION OF CITY STREET SUPERINTENDENT 2026

Resolution No. 690

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 [X] 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 3rd (Date) day of November (Month), 2026 at Milford, Nebraska.

City Council/Village Board Members

Dustin Bauer	
Tony DeLong	
Becky Freeman	
Dainton Parks	

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

Attest: Joanne Hogan
(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 2026. Documents include the 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, 2026.** **RECORD KEEPING**: NDOT recommends that the municipality keep a copy of everything you send to NDOT *(the forms and meeting minutes)* in a separate file for future reference.

Year-End Certification of City Street Superintendent
For Determining Incentive Payment in Calendar Year 2026

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

This Form Covers the Following Period: January (Month) 1 (Day), 2026 to December (Month) 31 (Day), 2026

(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- 1320 and Class of License A (A or B), and/or

(f) If the above listed individual is a Licensed Engineer in Nebraska, enter their Engineer's License Number E- 9395

(2) _____
Signature of Mayor ☒ ***Village Board Chairperson*** ☐ *(Check one box)*

***(3)** If during the calendar year your municipality **(a)** did not have an appointed City Street Superintendent for any portion(s) of the year; or **(b)** had one or more appointed City Street Superintendent(s) that were not licensed for any portion(s) of the year; or **(c)** had one or more appointed licensed City Street Superintendent(s) for any portion(s) 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 City Street 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, 2026, 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 signing resolution and certification(s), and a copy of the documentation of appointment(s) by December 31, 2026 to:

Highway Local Liaison Coordinator
Boards-Liaison Services Section
Local Assistance Division
Nebraska Department of Transportation
PO Box 94759
Lincoln NE 68509-4759
or email to ndot.blsHelp@nebraska.gov