



CITY OF MILFORD, NEBRASKA
COUNCIL AGENDA

TUESDAY, NOVEMBER 5, 2024, 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 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 1, 2024
- b. Approve Claims by Auditing Committee
- c. Approve Treasurer's Report for September 2024 by Auditing Committee
- d. Reports/Communications filed by Governing Board and City personnel.

5 PUBLIC HEARING

Public Hearing to hear testimony in favor of, or opposition to, and to answer questions in relation thereto the annexation of the property generally located south of intersection of South B Street and 8th Street. AKA Timber Creek Subdivision, Phase II, Lots 19 through 39.

6. CURRENT BUSINESS

- a. Consider Cemetery Board recommendation setting fees for Columbarium niches, opening/closing, engraving, emblems etc...

7. RESOLUTION AND ORDINANCES

(First Reading) ORDINANCE NO. 981 – AN ORDINANCE OF THE CITY OF MILFORD, NEBRASKA, TO EXTEND THE BOUNDARIES OF THE CITY AND INCLUDE WITHIN THE CORPORATE LIMITS OF, AND TO ANNEX INTO THE CITY OF MILFORD, NEBRASKA, A TRACT OF LAND THAT IS CONTIGUOUS AND ADJACENT TO THE CURRENT MUNICIPAL LIMITS AS MORE FULLY DESCRIBED HEREIN; DIRECTING THE SAME TO BE RECORDED BY THE SEWARD COUNTY REGISTER OF DEEDS; TO PROVIDE FOR THE REPEAL OF CONFLICTING ORDINANCES OR SECTIONS; TO PROVIDE FOR THE EFFECTIVE DATE THEREOF; AND TO ORDER THE PUBLICATION OF THE ORDINANCE IN PAMPHLET FORM.

ORDINANCE NO. 982 – AMEND ORDINANCE NO. 972 MASTER FEE SCHEDULE

AN ORDINANCE TO AMEND THE AMOUNT OF CERTAIN FEES AND TAXES CHARGED BY THE CITY OF MILFORD, NE FOR VARIOUS SERVICES INCLUDING BUT NOT LIMITED TO : BUILDING PERMIT FEES, ZONING FEES, OCCUPATION TAX, PUBLIC RECORDS, RESPONSE TO CODE VIOLATIONS & OTHER INCIDENTS, RECREATION, ANNUAL FEES & LICENSES ; OF THE CITY OF MILFORD AND TO PROVIDE THE EFFECTIVE DATE HEREOF, AND ORDERING THE PUBLICATION OF THE ORDINANCE IN PAMPHLET FORM.

RESOLUTION NO. 668 – AUTHORIZE MAYOR KELLEY TO SIGN THE YEAR-END CERTIFICATION OF CITY STREET SUPERINTENDENT FOR 2024

RESOLUTION NO. 669 – DEPOSITORY RESOLUTION FOR JONES BANK

8. ADJOURNMENT

CITY OF MILFORD
REGULAR MEETING
NOVEMBER 5, 2024
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 5th day of November 2024 at 7:00 pm. Present were Mayor Patrick Kelley; Council members: Tony DeLong, Becky Freeman, Kelli Keib, Mike Roth, Maintenance Supt. Gary TeSelle, Chief of Police Darrin Kremer and City Clerk Jeanne Hoggins. Also present: Whitney Parks, Dustin Bauer and Misty Ahmic.

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 and is posted on the west wall in the City Hall meeting room.

PLEDGE OF ALLEGIANCE:

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

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. (No comments)

REPORTS/COMMUNICATIONS: Written reports received: Police Department Activity Report for October 2024; Milford Sr Center Board minutes from October 3, 2024; Cemetery Board minutes from October 30, 2024; Seward/Saline County Solid Waste Management Agency minutes from October 29, 2024; Planning Commission minutes from October 22, 2024. Water sample lab results.

CONSENT AGENDA: Mayor Kelley read the Consent Agenda:

- a. Approve Minutes: October 1, 2024.
- b. Approval of Claims: Accounts Payable - \$491,244.47; Payroll - \$45,290.92; Totaling \$536,535.39 by the Auditing Committee.
- c. Approve Treasurer's Report for September 2024 by Auditing Committee
- d. Reports/Communications filed by Governing Board and City Personnel.

A motion was made by Keib and seconded by Roth to approve items on the consent agenda as read. Roll call vote: Keib yes, Roth yes, DeLong yes, Freeman yes. Motion carried.

SALARIES:

5752	Patrick Kelley	184.70
5753	Waylon DeLong	138.52
5754	Becky Freeman	138.52
5755	Kelli Keib	138.52

5756	Michael Roth	138.52
5758	Mark Frey	376.71
5759	Mavis Ferris	142.39
5760	Jeanne Hoggins	1728.63
5761	Gary Teselle	1260.26
5762	Whitney Parks	1022.33
5763	George Matzen	747.83
5764	Craig Carritt	27.48
5765	Jessica Swanson	514.16
5766	Ardella Huber	1124.65
5767	Lisa Wiedemeyer	1151.53
5768	Darrin Kremer	2080.32
5769	Lance Sprouse	1779.86
5770	Katherine Pauley	224.41
5771	Klaus Schachtschabel	1793.25
5772	Mystique Lauer	1237.30
5773	Tanner Paap	1332.48
5774	Michelle Richards	218.17
5838	Mark Frey	100.20
5839	Mavis Ferris	147.39
5840	Jeanne Hoggins	1728.63
5841	Gary Teselle	1260.26
5842	Whitney Parks	850.97
5843	George Matzen	777.32
5844	Craig Carritt	22.49
5845	Jessica Swanson	459.54
5846	Ardella Huber	1124.65
5847	Lisa Wiedemeyer	1038.61
5848	Darrin Kremer	2080.32
5849	Lance Sprouse	1779.86
5850	Katherine Pauley	227.53
5851	Klaus Schachtschabel	1841.51
5852	Mystique Lauer	1184.01
5853	Tanner Paap	1206.61
5854	Michelle Richards	211.94

GENERAL FUND:

5775	OMNIFY BENEFITS	HSA	560.00
5776	UNITED STATES POSTMASTER	SEPT.U.B. MAILED IN ENVELOPES	379.26
5777	AFLAC	SEPT. SUPPLEMENTAL INSURANCE	759.16
5778	ALLO COMMUNICATIONS	ACCT. 2360479 PHONES/INTERNET	513.36
5779	ATCO INTERNATIONAL	180 LB.DEVOUR @ \$14.00/LB.	2,520.00
5780	BLACK HILLS ENERGY	ACCT. 9391-CITY HALL GAS SERV.	293.13
5781	BLACKBURN MFG.CO	2 BX.GLUE MARKING FLAGS	228.62
5782	CANON FINANCIAL SERVICES	JUNE/JULY COPIER INSURANCE	41.44
5783	CAPITAL ONE (WALMART)	SR.CTR. GROCERIES FOR MEALS	367.55
5784	CASH-WA DISTRIBUTING	SR.CTR. COFFEE	128.76
5785	CASTEEL TREE SERVICE	SR.CTR.TREE REMOVAL/CLEAN UP	1,550.00
5786	CONTINENTAL WESTERN INS.	OCT.24 TO SEPT.25 FIRE COVERAG	22,157.00

	CULLIGAN WATER		
5787	CONDITIONING	SR.CTR.ACCT. 21410 SOFTNER/CO	45.00
5788	DAS STATE -CENTRAL FINANC	SEPT. STATE RADIO FEES	104.00
5789	DATAVIZION	2 POLICE DEPT. ADAPTERS	54.98
5790	DEARBORN GROUP	OCTOBER FIREMENS INSURANCE	123.84
5791	DOLLAR GENERAL-REGIONS	AIR FRESHNERS/TRASH LINERS	21.75
5792	EAKES OFFICE SOLUTIONS	INK CARTIDGES/FASTNERS	528.95
5793	FARMERS COOPERATIVE	FIRE DEPT. FUEL	685.49
5794	FELD FIRE	FIRE DEPT. COMPRESSOR	52,002.00
5795	GREAT WESTERN DINING	195 SR.CTR.MEALS @ 7.21/MEAL	1,405.95
5796	GREEN THUMB LAWN SERV. LLC	CITY PARK 5 MOWINGS SEPT.	3,145.00
5797	GWORKS	CLOUD PHY.ASSET MEMBERSHIP	4,410.00
5798	HBE LLP	24/25 BUDGET PREP/PRESENT	6,160.00
5799	JEO CONSULTING GROUP, INC.	R201722-HIGHWAY WATER MAIN	6,806.25
5800	JOHN DEERE FINANCIAL	WHEEL BOLTS FOR GATOR	16.50
5801	JR WELDING	2 HRS. LABOR @ \$130/HR.	410.00
5802	KELLY HANEY	9-27 TO 10-9 SR.CTR. YOGA	160.00
5803	LEAGUE OF NE MUNICIPALITIES	24/25 LEAGUE MUNIC.DUES	6,780.00
5804	LINCOLN WINWATER WORKS	TOMAHAWK PINS	100.28
5805	MARSH & MCLENNAN AGENCY	ALL CITY INSURANCES	94,605.00
5806	MATHESON TRI-GAS,INC	BOTTLE GAS NITROGEN/OXYGEN	358.26
5807	MEDICA HEALTH PLAN	OCT. HEALTH INSURANCE	7,728.37
5808	MIDWEST AUTO PARTS	SHOP TOWELS.FOR BATHROOMS	184.48
5809	MIDWEST SERVICE & SALES CO.	CHAINS & BOLTS	782.00
5810	MILFORD PLUMBING INC.	SR.CTR.PUMP/CHECK VALVE	441.00
5811	NATALIE YODER	SEPT. CLEANING FIREBARN	150.00
5812	NE MUNICIPAL CLERKS' ASSOC	HOGGINS/PARKS MEMBERSHIP	150.00
5813	NEBRASKA PUBLIC POWER DIST	AUG.24 TO SEPT.24 ELECTRICITY	7,198.13
5814	NORRIS PUBLIC POWER DIST	SOUTH WELL ELECT.	541.71
5815	OMNIFY BENEFITS	MAY, 2024 HSA 7 EMP. @ \$2 EACH	14.00
5816	ONE CALL CONCEPTS	111 ONE CALL MINUS DISCOUNTS	90.32
5817	PETTY CASH	UPS OVERNIGHT EPOXY ST.CK.	75.41
5818	POWERPLAN	310 J.D. WIPER MOTRO	414.78
5819	REDIGER AUTOMOTIVE	TAURUS FRONT BOOT/ANTIFREEZE	169.04
5820	REMBOLT LUDTKE LLP	D.FARNSTROM/NUISANCE	6,292.78
5821	ROGER FISHER	NOV. 15 SR.CTR.ENTERTAINMENT	150.00
5822	SACK LUMBER - SEWARD	41-2X10 LUMBER	42.99
5823	SAM'S CLUB	TRASH BAGS,KLEENEX,LYSOL	271.75
5824	SEILER INSTRUMENT & MANU.	1 10 HR. GPS PACK	130.00
5825	SEND D	HOUSING DUES/MEMBERSHIP	2,479.00
5826	SEWARD COUNTY CHAMBER &	FINANCIAL AGREEMENT	13,320.00
5827	SEWARD COUNTY INDEPENDENT	INV. 198702-SEPT.24 BUDGET	130.00
5828	TIMBER CREEK DEVELOPMENT	REIM.SCC STORM DRAINAGE	7,350.00
5829	UNIVERSAL PREMIUM	SEPT.6-OCT.5 POLICE FUEL	544.22
5830	VERIZON WIRELESS	FIRE DEPT. I PAD	102.56
5831	VERIZON WIRELESS	ACCT. -I PAD PHONE	120.27

5832	VESTIS	SHOP PANTS/MAT	190.77
5833	VESTIS - SR.CTR.	SR.CTR.INVOICES	123.45
5834	WEGNER MOUNMENT CO	DAKOTA GRANITE COLUMBAR	114,000.00
5835	WINDSTREAM NEBRASKA INC	ACCT. -FIRE HALL	219.73
5836	ZITO MEDIA	ACCT. FIRE DEPT.T.V	6.09
5837	JEFFREY COFFIN	UB Refund	0.40
5855	OMNIFY BENEFITS	HSA	560.00
5879	A-PLUS TREE SERVICE, INC.	REMOVE 6 TREES & CLEANUP	27,700.00
5880	ACKERMAN ROCK & GRAVEL	30.11 TONS ROAD GRAVEL	1,038.80
5881	AMANDA HROMEK	14.5 HRS. REC. COORD.OCT.2024	500.00
5882	AMERITAS LIFE INSURANCE	NOV. DENTAL COVERAGE	482.40
5883	CAPITAL ONE (WALMART)	SR.CTR.MEAL GROCERIES	443.79
5884	CARD SERVICE CENTER	ANTIFREEZE	2,973.95
5885	COAST TO COAST COMPUTER	1 PRINTER DRUM FOR LIBRARY	181.04
5886	CRETE LUMBER & FARM SUPPLY	FIELD 3 TRENCHING SCOREBDS.	1,200.00
5887	CULLIGAN WATER COND	BOTTLED WATER,COOLER RENTAL	40.75
5888	DEARBORN GROUP	NOV. FIREMENS INSURANCE	123.84
5889	EAKES OFFICE SOLUTIONS	MANILLA FOLDERS, PACKING TAPE	105.96
5890	EMC INSURANCE CO.	CLAIM /LIEBACKER DED	1,500.00
5891	FIRSTAR FIBER INC.	SEPT. RECYCLING	149.10
5892	FUELMAN FLEET PROGRAM	PATROL VEHICLES FUEL	677.84
5893	HARTMANN CONSTRUCTION LLC	DUMP TRUCK, CONCRETE	3,095.28
5894	INGRAM LIBRARY SERVICES	LIBRARY BOOKS	843.47
5895	JOHN DEERE FINANCIAL	REPAIR/SERVICE GATOR	1,229.90
5896	KELLY CRESWELL, LLC	NEW STREET PARK ASSEMBLY	7,950.00
5897	KELLY HANEY	SR.CTR.YOGA, OCT. 11-23RD	160.00
5898	MEDICA HEALTH PLAN	NOV. HEALTH INSURANCE	7,728.37
5899	MEMORIAL HEALTH CARE	FLU SHOTS FOR FIRE DEPT.	216.00
5900	MEYER LABORATORY, INC.	TRASH BAGS,BLUE PAINT	2,315.85
5901	MIDWEST AUTOMOTIVE	TOWING CHARGE FIRE TR.	200.00
5902	MIDWEST SERVICE & SALES CO.	CUTTING EDGE FOR LOADER	328.35
5903	MUNICIPAL SUPPLY,INC.	6 SEWER METERS	3,709.22
5904	MYSTIQUE LAUER	REIMB. FOR HALLOWEEN CANDY	39.98
5905	NATIONWIDE	SURETY BOND FOR HOGGINS	175.00
5906	NE PUBLIC HEALTH ENV. LAB	WATER TESTING	485.00
5907	OMAHA WORLD HERALD	52 WKS DAILY DUB. PAPER	656.99
5908	OSWALD ELECTRIC	LOCATE UNDERGR.CAMERAWIR	125.00
5909	POWERTECH LLC	GENERATOR BILL 2 OF 3 23/25 SER	1,121.24
5910	SERVI-TECH INC.	LAB ANALYSIS	291.00
5911	SEWARD COUNTY COMM	4% 911 BUDGET FOR MILFORD CITY	29,854.00
5912	SEWARD COUNTY INDEPENDENT	PHASE II AND ANNEX/PROCEED/DIS	214.73
5913	SIGNALSCAPE, INC	SUPPORT/MAIN.INTERV.CAMERA'S	1,360.00
5914	SUSAN TRABERT	REIMB. SR.CTR. BINGO PRIZES	23.02
5915	TROYER CONCRETE	COLUMBARIUM FOOTING/REBAR	11,500.00
5916	GARY TESELLE	G.TESELLE ACCT.	600.00

5917	URIBE REFUSE SERVICES, IN	ACCT.-SEWER TRASH SERVICE	410.00
5918	VERIZON WIRELESS-P-CITY	YR.COST RESP.	249.60
5919	VERIZON WIRELESS	ACCT.IPAD PHONE C	120.27
5920	VESTIS	4 INVOICES	673.90
5921	WINDSTREAM NEBRASKA INC	ACCT. FIRE DEPT. PHONE	234.18
	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	122.44
	NE DEPT OF REVENUE	SEPT. SALES TAX	1,124.69
	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	5,126.67
	JOHN HANCOCK LIFE INS CO	PENSION	2,848.59
	NE DEPT OF REVENUE	STATE TAX	783.36
	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	4,961.25
	JOHN HANCOCK LIFE INS CO	PENSION	2,848.59
	NE DEPT OF REVENUE	STATE TAX	754.82
	Total Payroll: 10/01/24		738.78
	Total Payroll: 10/07/24		16,761.76
	Total Payroll: 10/21/24		16,041.84
	***** REPORT TOTAL *****		536,535.39

PUBLIC HEARING: Public Hearing to hear testimony in favor of, or opposition to, and to answer questions in relation thereto the annexation of the property generally located south of intersection of South B Street and 8th Street. AKA Timber Creek Subdivision, Phase II, Lots 19 through 39. Mayor Kelley opened the public hearing at 7:03 pm. No public comments were made. Mayor Kelley closed the public hearing at 7:04 pm.

CURRENT BUSINESS:

Consider Cemetery Board recommendation setting fees for Columbarium niches, opening/closing, engraving, emblems etc...

Council member Keib shared information about the generous donation given to the cemetery and the Cemetery Board working through the best course of action regarding the use of the funds. The Board made a decision to purchase a Columbarium. Doug Wymore has been a great consultant through the project. The base/footing of the columbarium has been poured and columbarium is ordered and should be ready for installation mid-November. There will be another phase of concrete added to the project which will include a table for the urn during a service. Additional opportunity to make donations for benches and granite brick for memorials to be placed in the cement will be promoted at a later date. The Cemetery Board has presented pricing which is included in their minutes. The price is determined by which row the niche is located. The eye-level rows are more expensive than the higher or lower rows.

A motion was made by Keib and seconded by DeLong to approve the Cemetery Board recommendation to set prices for the columbarium as presented in their minutes. DeLong questioned the timeline for delivery. It should be here in 2-3 weeks. Roll call vote: Keib yes, DeLong yes, Freeman yes, Roth yes. Motion carried. (Minutes attached)

RESOLUTION AND ORDINANCES

(First Reading- November 5, 2024)

ORDINANCE NO. 981

(Annexation of Timber Creek Development, Phase II)

Councilmember DeLong introduced Ordinance No. 981, seconded by Councilmember Freeman entitled:

AN ORDINANCE OF THE CITY OF MILFORD, NEBRASKA, TO EXTEND THE BOUNDARIES OF THE CITY AND INCLUDE WITHIN THE CORPORATE LIMITS OF, AND TO ANNEX INTO THE CITY OF MILFORD, NEBRASKA, A TRACT OF LAND THAT IS CONTIGUOUS AND ADJACENT TO THE CURRENT MUNICIPAL LIMITS AS MORE FULLY DESCRIBED HEREIN; DIRECTING THE SAME TO BE RECORDED BY THE SEWARD COUNTY REGISTER OF DEEDS; TO PROVIDE FOR THE REPEAL OF CONFLICTING ORDINANCES OR SECTIONS; TO PROVIDE FOR THE EFFECTIVE DATE THEREOF; AND TO ORDER THE PUBLICATION OF THE ORDINANCE IN PAMPHLET FORM. Mayor Kelley read Ordinance No. 981 by title. Roll call vote: DeLong yes, Freeman yes, Keib yes, Roth yes. Motion carried. Ordinance No. 981 passed on first reading only.

ORDINANCE NO. 982

Mayor Kelley read Ordinance No.982 entitled:

AMEND ORDINANCE NO. 972 MASTER FEE SCHEDULE AN ORDINANCE TO AMEND THE AMOUNT OF CERTAIN FEES AND TAXES CHARGED BY THE CITY OF MILFORD, NE FOR VARIOUS SERVICES INCLUDING BUT NOT LIMITED TO : BUILDING PERMIT FEES, ZONING FEES, OCCUPATION TAX, PUBLIC RECORDS, RESPONSE TO CODE VIOLATIONS & OTHER INCIDENTS, RECREATION, ANNUAL FEES & LICENSES ; OF THE CITY OF MILFORD AND TO PROVIDE THE EFFECTIVE DATE HEREOF, AND ORDERING THE PUBLICATION OF THE ORDINANCE IN PAMPHLET FORM.

A motion was made by DeLong and seconded by Roth to approve Ordinance No. 982.

A motion was made by DeLong and seconded by Roth to suspend the rules to waive the three readings. Roll call vote: DeLong yes, Roth yes, Freeman yes, Keib yes. Motion carried.

Roll call vote on the original motion: DeLong yes, Roth yes, Freeman yes, Keib yes. Motion carried on 3rd and Final Reading.

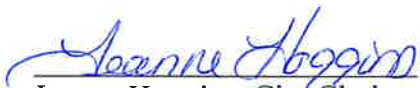
RESOLUTION NO. 668 – AUTHORIZE MAYOR KELLEY TO SIGN THE YEAR-END CERTIFICATION OF CITY STREET SUPERINTENDENT FOR 2024.

A motion was made by Keib and seconded by DeLong to approve Resolution No. 668. A copy of Resolution No. 668 is attached to these minutes. Roll call vote: Keib yes, DeLong yes, Freeman, yes, Roth yes. Motion carried.

RESOLUTION NO. 669 – DEPOSITORY RESOLUTION FOR JONES BANK

A motion was made by Keib and seconded by DeLong to approve the Corporate Authorization Resolution No. 669 at Jones Bank.

ADJOURNMENT: A motion was made by Roth and seconded by Keib to adjourn the meeting. Roll call vote: Roth yes, Keib yes, DeLong yes, Freeman yes. Motion carried and meeting adjourned at 7:18 pm.


Jeanne Hoggins, City Clerk

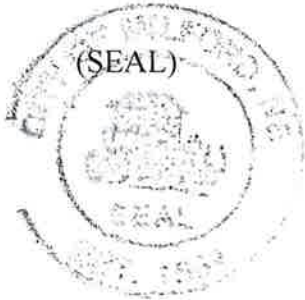

Patrick L. Kelley, Mayor

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 5, 2024 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



MONTHLY REPORTS FOR NOVEMBER 5, 2024, MEETING

ROTH:

October Rescue Calls:

16 total calls
12 Medical calls
2 Football standbys
2 Canceled prior to arrival

October Fire Calls:

8 total calls
4 gas line strikes
2 mutual aid field fires
1 down power line
1 burning without a permit

Unit 95 is in Linn, Missouri at Osage getting remounted. Should be back in January.

KEIB:

SSCSWMA-Meeting October 29th, 7pm, at Milford City Hall.

Bee is being removed from the interlocal due to inactivity.

CDs have been transferred.

Audit waiver approved.

Next meeting, January 30th, 7pm, at Milford City Hall

Library- See Report

Cemetery-Meeting October 30th

Established pricing for the Columbarium.

Foundation has been poured.

Columbarium will be delivered this month.

Next meeting, January 15th, 6:30pm at Milford City Hall

Senior Center-Meeting October 3rd.

Gearing up for Christmas.

Puzzle night was a success.

Mystii is working on driveway repair, waiting on second estimate.

Next meeting, November 7th, 12:30pm

TESELLE: Maintenance Report – October 2024

Water:

Lead and copper surveys are done. This is an EPA mandate. Homeowners with galvanized or lead service will be receiving a letter of replacement, letting them know what action needs to be taken.

Water main move on F and 5th has been completed and approved to be put in-service.

Well #4 back in service.

Wells # 5 and #6 are back Inservice after a year. Testing to get blending back to put them back in full service.

Lots of time spent doing one calls for highway project. Should be slowing down.
Timber Creek Water and sewer testing is done. To be put in service soon.

Sewer:

Timber Creek sewer mains are ready to be put in-service.

Parks:

New playground equipment, dirt, rock and chip hauling.

Winterization of Splashpad and Welch bathrooms done.

Streets:

Streetlights and driveways are being finished up to from C street to D.

Lights along the new streets are in progress.

Eight trees and limbs taken down.

Main Street Market, Majestic Hair are putting in a retaining wall. For maintenance, the city is doing a short section to have the area look all uniform and easier to mow.

Pool:

Winterization is done.

Floor drains and a Gate issue needs to be addressed before opening next year.

Cemetery:

Footing for new project is done.

Stump grinding completed for tomb stone completed.

Working on getting fulltime positions filled. Any ideas on finding applicants. Please let me know.

HOGGINS: *Sales tax received for the month of August 2024 in the amount of \$30,526.94. *NPPD lease payment for September 2024 received in the amount of \$21,279.98. *Gaming Account balance as of 11/5/24, \$32,270.42. *Allo Fiber Franchise Fee received in the amount of \$696.09. *Notification from Zito of cable programming increase by \$4.53 per month. *Notification from ALLO regarding changes to current channel lineup. *JEO Project Status Report through 10-28-24. *Quarterly Report Summary through August 2024 from SCCDP. *Annual Audit to be conducted November 18 – 21, 2024. *Veteran's Day Program at the High School scheduled for 11-11-24.

CEMETERY BOARD
OCTOBER 30, 2024
MINUTES

A duly noted and advertised meeting of the Cemetery Board of the City of Milford, Nebraska was held at the City of Milford, 402 1st Street in the City of Milford, NE on October 30, 2024 at 7:00 P.M. 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 certificate of posting.

Notice of the meeting was simultaneously given to the members of the Cemetery Board. Availability of the agenda was communicated in advance notice and in the notice to the members of the meeting. All proceedings hereinafter shown were taken while the meeting was open to the attendance of the public.

The meeting was called to order by Kathi Schildt at 6:34 P.M. and publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act is available for review.

ROLL CALL: Members present: Kathi Schildt, Janelle Kremer, Susan Trabert and Council liaison Kelli Keib. Absent: Samantha Fischer, Lisa Wiedemeyer. Also present: Doug Wymore (Lauber Funeral Home) and Jeanne Hoggins, City Clerk.

Approval of minutes September 17, 2024: A motion was made by Kremer and seconded by Trabert to approve the September 17, 2024 minutes. Roll call vote: Kremer yes, Trabert yes, Schildt yes, Fischer absent, Wiedemeyer absent. Motion carried.

Consider pricing for columbarium niche, opening/closing, engraving, emblem etc... Doug Wymore reported that the footing/foundation has been poured and the placement of the Columbarium could be in 2-3 weeks. Discussion was held regarding handicap accessibility through sidewalks on the east and south sides as a future project.

Pricing for niche:

Tier 1 - \$1,000 for single, \$1500 for double

Tier 2 - \$1600

Tier 3 - \$1800

Open/Close: \$800 single, \$1500 double

Engraving: \$600 single, \$1000 double

Emblem: \$150 single, \$250 double

No charge for military symbol

Niche size is 12" x 12" and 10" deep

A motion was made by Schildt and seconded by Trabert to recommend pricing to the City Council for approval as presented. Roll call vote: Schildt yes, Trabert yes, Kremer yes, Fischer absent, Wiedemeyer absent. Motion carried.

Discuss Fund Raising and Promotions:

Donations made to City of Milford

Timeline: Media coverage – SCI, MT, Wilber, Channel 10/11? Prior to December.

Place flyer in December water bill mailing.

Kathi will develop a flyer for promotion and sales.

Consider accessing funds from community betterment fund to pay for the flatwork completion, particularly the front.

A motion was made by Schildt and seconded by Trabert to make application to the Community Betterment Committee for funds to cover the additional concrete work around the columbarium. Roll call vote: Schildt yes, Trabert yes, Kremer yes, Fischer absent, Wiedemeyer absent. Motion carried.

Public Comment: No public comments made.

Next meeting scheduled for January 15, 2025 @ 6:30 pm.

Discuss revisions/additions to the Cemetery By-Laws, Rules & Regulations.

ADJOURNMENT: Meeting adjourned at 7:47 P.M. by Kathi Schildt.

ORDINANCE NO. 982
MASTER FEE SCHEDULE

AN ORDINANCE TO AMEND THE AMOUNT OF CERTAIN FEES AND TAXES CHARGED BY THE CITY OF MILFORD, NE FOR VARIOUS SERVICES INCLUDING BUT NOT LIMITED TO: BUILDING PERMIT FEES, ZONING FEES, OCCUPATION TAX, PUBLIC RECORDS, RESPONSE TO CODE VIOLATIONS & OTHER INCIDENTS, RECREATION, ANNUAL FEES & LICENSES; OF THE CITY OF MILFORD AND TO PROVIDE THE EFFECTIVE DATE HEREOF AND ORDERING THE PUBLICATION OF THE ORDINANCE IN PAMPHLET FORM.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MILFORD, SEWARD COUNTY, NEBRASKA;

Section 1. The City Council of the City of Milford has determined that the fee structure for services and products provided by the City shall be as follows;

BUILDING PERMITS FEES & VALUATION SCHEDULE:

A. NEW CONSTRUCTION FEES

Water Fees:

Water Connection Fee:	
$\frac{3}{4}$ " & 1" (includes Meter)	\$700.00
>1" (includes Meter)	\$400.00 + actual cost of meter

Sewer Fees:

Sewer Connection Fee	\$100.00
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B. INSPECTION FEES

Plan Review	\$40.00 per hour
Foundation	\$35.00
Framing Rough-In	\$35.00
Plumbing Ground Work	\$35.00
Plumbing Rough-In	\$35.00
Plumbing Finished	\$35.00
HVAC Rough-In	\$35.00
HVAC Finished	\$35.00
Final	\$35.00
Re-inspection Fees	\$50.00

(A re-inspection fee will be charged per each failed inspection. No further inspections will be made to the property/project prior to payment of fee.)

*Electric Permit inspected by State of NE electrical inspector. With inspection fee paid directly to inspector per inspector fee schedule.

C. NEW CONSTRUCTION, REMODEL OR REPAIR VALUATIONS PER SQUARE FOOT

Per Square Foot of Main Floor (New)	\$75.00
Per Square Foot of Main Floor (Remodel)	\$50.00
Per Square Foot of Finished Basement (New)	\$37.50
Per Square Foot of Finished Basement (Remodel)	\$20.00
Per Square Foot of Unfinished Basement	\$22.50
Per Square Foot of Garage	\$25.50

Per Square Foot of Carport	\$10.00
Per Square Foot of Agriculture Building	\$20.00
Deck /Patio per sq. ft.	\$15.00
Covered Porch per sq. ft.	\$20.00

*For a permit for new residential building, \$40.00 plus \$3.00 per \$1,000.00 of estimated value of the building in excess of \$30,000.00.

*If a building permit is issued for new construction or remodelling projects plumbing and mechanical permits will be issued accordingly.

*For a permit for remodelling of any other construction, \$45.00 plus \$4.00 per thousand of estimated value/construction cost of the improvement in excess of \$1,000.00.

D. COMMERCIAL CONSTRUCTION

For a permit for commercial buildings, \$100.00 plus \$5.00 per \$1,000.00 of the estimated value of the building in excess of \$1,000.00. An hourly fee of \$40.00 will be charged per plan review.

Commercial Construction — Minimum Valuations (prices may increase depending on construction enhancements and construction costs)

Apartment Houses	\$36.50/sq. foot
Auditoriums	\$57.00/sq. foot
Banks	\$84.00/sq. foot
Bowling Alleys	\$30.00/sq. foot
Churches	\$57.00/sq. foot
Nursing Home	\$65.50/sq. foot
Hospitals	\$103.00/sq. foot
Hotels & Motels	\$60.00/sq. foot
Industrial Plants	\$30.00/sq. foot
Medical Offices	\$69.50/sq. foot
Offices	\$54.50/sq. foot
Restaurants	\$68.50/sq. foot
Schools	\$58.00/sq. foot
Service Stations	\$48.00/sq. foot
Stores	\$38.00/sq. foot
Warehouse	\$22.00/sq. foot

Electrical Permit: Inspection by State of Nebraska Electrical Inspector with inspection fee paid directly to inspector per inspector's fee schedule

Plumbing Permit: \$80.00

Mechanical Permit: \$80.00 (HVAC/Gas piping)

(License required for all specialized fields.)

6. Electrical permits required for all Electrical projects. State license required for all electrical permits. Exception - when electrical work is being done by individual who owns home, no license required.

E. OTHER BUILDING PERMIT FEES

Accessory Building Placement	\$45.00
Demolition Permit	\$25.00
Fence (all fences)	\$45.00
Sign Permit	\$45.00
Sign Permit with footings	\$70.00
Moving Building Permit (200 sq. ft. or less)	\$25.00
Moving Building Permit (>200 sq. ft.)	\$100.00

F. ZONING FEES

Administrative Re-Plat Fee	\$50.00 plus \$25.00 per lot
Conditional Use Permit	\$50.00
Subdivision Preliminary Plat Fee	\$100.00+5.00 per lot, \$500 Max
Subdivision Final Plat Fee	\$100.00 + 5.00 per lot
Variance Request	\$50.00
Zoning Change Request	\$50.00
Infrastructure Development Fee	
Engineering Review	Actual Charges

G. OCCUPATION TAXES

Retailer of Beer, on sale only, per year	\$25.00
Retailer of Alcoholic Beverages, including beer, off sales only	\$25.00
Retailer of Alcoholic Beverages, including beer, on/off sales	\$50.00
Special Designated Liquor License	

H. ANNUAL LICENSES & FEES

Dog Licensing Fee up to 3 Dogs (Spayed or Neutered)	\$8.00 per pet
Dog Licensing Fee up to 3 Dogs (Unspayed or Unneutered)	\$13.00 per pet
Tobacco License Fee	\$10.00
Fireworks	\$100.00
Garbage/Refuse License	\$50.00
Solicitor/Peddler Permits	
1 week per individual	\$15.00
1 month per individual	\$35.00

I. PUBLIC RECORDS AND COPY REQUEST

8 ½ X 11 Regular Copy	\$0.10 per page (incl. tax)
8 ½ X 11 Regular Copy Color	\$0.25 per page (incl. tax)
8 ½ X 11 Regular Fax (Incoming)	\$0.25 per page
Regular Fax (Outgoing)	\$0.50 1 st page
	\$0.25 each addt'l page
8 ½ X 14 Legal Size Copy	\$0.20 per page (incl. tax)
8 ½ X 14 Legal Size Color	\$0.35 per page (incl. tax)
Official Size Plat Map	\$6.00
Official Size Zoning Map	\$6.00
Comprehensive Plan	\$50.00
Zoning Regulations	\$50.00
Subdivision Regulations	\$25.00

J. RESPONSE TO CODE VIOLATIONS & OTHER INCIDENTS

***includes time of one city employee to operate**

Nuisance Mowing*	\$100.00 per hour
Weed Eater*	\$ 75.00 per hour
Snow Plow*	\$125.00 per hour
Street Sweeper*	\$ 75.00 per hour
Backhoe*	\$225.00 per hour
Bucket Truck*	\$300.00 per hour
½ Ton Pick-up*	\$ 50.00 per hour
Dump Truck*	\$100.00 per hour
Parking Citation Paid within 5 days	\$10.00
Parking Citation Paid past 5 days-up to 30 days	\$15.00
Gun Permit	\$5.00
Accident Report	\$5.00

K. SNOW REMOVAL (1 HOUR SCHEDULE)

2 Dump Trucks	\$35.00 each	\$70.00
1 Loader	\$40.00	\$40.00
3 Men	\$40.00 each	<u>\$120.00</u>
		\$230.00
4" Snow = 1 Hour		
6" Snow = 1 ½ Hours		
8" Snow = 2 Hours		

L. RECREATIONAL FEES

Community Hall Rental

Webermeier Community Room	\$50.00
Webermeier Community Room (Deposit)	\$50.00
Sr. Center Building	\$100.00
Sr. Center Building (Deposit)	\$50.00
Fire Station Meeting Room	\$150.00
Fire Station Meeting Room (Deposit)	\$100.00

Vehicle License

Golf Cart License	\$50.00
ATV/UTV License	\$50.00

Baseball/Softball Field Rental:

Per Field	\$40.00
Lights	\$10.00 per hour
Tournaments:	
Per Field/Per Day	\$125.00
Concessions:	
One day	\$125.00
Two days	\$200.00
Three days	\$275.00
Damage Deposit per Tournament	\$500.00

M. CEMETERY

Lot Sales	\$250.00 per space
Headstone Placement	\$50.00

N. COLUMBARIUM:

Tier 1	\$1,000 single, \$1500 double
Tier 2	\$1600
Tier 3	\$1800
Open/Close:	\$800 single, \$1500 double
Engraving:	\$600 single, \$1000 double
Emblem:	\$150 single, \$250 double
No charge for military symbol	

Section 2. All other ordinances approved prior to the passage, approval, and publication or posting of this ordinance which conflict with these provisions are repealed.

Section 3. This ordinance shall take effect and be in full force from and after its passage, approval, and publication or posting in pamphlet form as required by law.

PASSED AND APPROVED THIS 5th DAY OF NOVEMBER 2024.

CITY OF MILFORD, NEBRASKA

Attest:



City Clerk



Mayor



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 2024.** Documents include the original 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, 2024.** **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
2024

Resolution No. 668

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

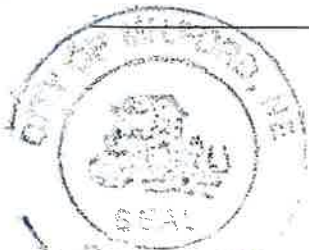
Whereas: The NDOT also requires that such Year-End Certification of City Street Superintendent form shall be signed by the Mayor or Village Board Chairperson and shall include a copy a resolution of the governing body authorizing the signing of the Year-End Certification of City Street Superintendent form by the Mayor or Village Board Chairperson.

Be it resolved that the Mayor Village Board Chairperson of City of Milford is hereby authorized to sign the attached Year-End Certification of City Street Superintendent completed form(s).

Adopted this 5th day of November, 2024 at Milford, Nebraska.

City Council/Village Board Members

<u>Tony DeLong</u>	_____
<u>Becky Freeman</u>	_____
<u>Kelli Keib</u>	_____
<u>Mike Roth</u>	_____



Attest: *Joanne Hoggard*
(Signature of Clerk)

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

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 2024. Documents include the original 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, 2024. **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 2024

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

This Form Covers the Following Period: January 1, 2024 to December 31, 2024

*1(a) The municipality of Milford certifies that: Julie A. Ogden

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:

- 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 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- 1407 and Class of License A, and/or

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

(2) [Signature]
Signature of Mayor Village Board Chairperson

*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, 2024, 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 original resolution and certification(s), and a copy of the documentation of appointment(s) by December 31, 2024 to:

Highway Local Liaison Coordinator
Boards-Liaison Services Section
Local Assistance Division
Nebraska Department of Transportation
PO Box 94759
Lincoln NE 68509-4759

