



CITY OF MILFORD, NEBRASKA
COUNCIL AGENDA

Monday, September 13, 2021, 6:00 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

2. PUBLIC HEARINGS AND PRESENTATIONS

1. Public Hearing - Budget Hearing and Budget Summary for the 2021-2022 Fiscal Year
2. Public Hearing Setting the Final Tax Request for the 2021-2022 Fiscal Year for the General Fund at \$532,100.00 and the Bond Fund at \$68,850.00.
3. Public Hearing on the Six Year Road and Street Plan

3. RESOLUTIONS AND ORDINANCES:

ORDINANCE NO. 958 – AN ORDINANCE TO ESTABLISH SALARIES FOR FULL TIME AND PART TIME CITY EMPLOYEES OF THE CITY OF MILFORD, NEBRASKA FOR THE FISCAL YEAR 2021-2022; AND TO PRESCRIBE THE TIME WHEN THE ORDINANCE SHALL BE IN FULL FORCE AND TAKE EFFECT; AND TO REPEAL ALL ORDINANCES IN CONFLICT HERewith:

RESOLUTION NO. 622 – Adopting Budget for Fiscal Year 2021-2022

ORDINANCE NO. 959 – THE ANNUAL APPROPRIATION BILL OF THE CITY OF MILFORD, NEBRASKA, FOR THE FISCAL YEAR FROM OCTOBER 1, 2021 TO SEPTEMBER 30, 2022; TO PROVIDE FOR THE LEVYING OF TAXES FOR THE USE OF THE CITY OF MILFORD, NEBRASKA,

FOR ALL MUNICIPAL PURPOSES FOR SAID FISCAL YEAR AS SHOWN ON THE ASSESSMENT ROLL FOR SAID YEAR, AND TO PROVIDE FOR CERTIFYING ALL TAX LEVIES AND DELINQUENT SPECIAL ASSESSMENTS TO THE COUNTY CLERK OF SEWARD COUNTY, NEBRASKA; AND TO PRESCRIBE THE TIME THIS ORDINANCE SHALL BE IN FORCE AND TAKE EFFECT.

RESOLUTION NO. 623 – Setting the 2021-2022 Property Tax Request at \$532,100.00 for the General Fund and \$68,850.00 for the Bond Fund.

RESOLUTION NO. 624 – Adopt the One & Six Year Street Improvement Plan

4. ADJOURNMENT

CITY OF MILFORD
SPECIAL MEETING
SEPTEMBER 13, 2021
MINUTES

A special meeting of the Mayor and Council of the City of Milford, Nebraska was held at the City Hall Building in said City on the 13th day of September 2021 at 6:00 pm. Present were: Mayor Patrick Kelley; Council members: Tony DeLong, Becky Freeman, and Mike Roth; Maintenance Supt. Gary TeSelle and City Clerk Jeanne Hoggins. Absent: Kelli Keib. Also present: Carmen Standley with HBE CPA's.

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 public.

CALL TO ORDER: Mayor Kelley called the meeting to order at 6:07 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:

PUBLIC HEARINGS AND PRESENTATIONS:

Public Hearing – Budget Hearing and Budget Summary for the 2021-2022 Fiscal Year: Mayor Kelley opened the Public Hearing for comments and questions on the 2021-2022 Budget at 6:08 pm. Carmen Standley with HBE CPA's presented: The Council already passed the 1% increase of restricted revenues. Carmen noted everything looks in really good shape. The projected spreadsheet reflects an overall net increase of \$256,023.00. \$185,000 of this balance is due to the ARPA funds coming in and not being spent. Water and Sewer are expected to "pay their own way" thru revenue sources from billing, calculated in the amount of \$140,000. If you take those two amounts off the \$256,023.00 it leaves a net of \$69,000.00 going into reserves for the rest of the funds. We have a lot going on and we are dipping into the reserves a little bit but that's alright as long as we have it available. We budget additional authority for projects, financing and transfers. There is plenty of room on the authority but the goal is not to spend the authority, the goal is to build the authority into the budget to do the things we need to do but paying attention to the budget line items. The budget spreadsheet: There is a pretty large number in capital projects. We want to make sure we can cover the cost of the projects and any additional pieces that may come along. The water main replacement project is a big project. The ARPA funds and the SRF funds are calculated in this budget. Carmen explained the 50% of reserves ruling and funds over the 50% mark need to be earmarked as spent due to planned projects. These are restricted funds which go towards specific projects. Carmen also explained with the Federal funds we will be receiving, if over \$750,000 is spent in one fiscal year a separate audit will need to take place. We have built funds into the budget for these potential audits. Carmen reviewed information on pages 8 & 9 of the budget document; restricted funds, the allowable increases – 2.5% base limitation plus 1% which

was approved in July and allowable growth of .20%. Revenue remains constant, Sales Tax is volatile and is calculated at 85%. We are keeping the levy flat due to a lot of planned projects.

Mayor Kelley opened the floor for any questions, comments, or concerns from anyone in attendance. Allowable time was given for additional comments. With no further comments, questions or concerns Mayor Kelley closed the Public Hearing at 6:35 pm.

Public Hearing Setting the Final Tax Request for the 2021-2022 Fiscal Year for the General Fund at \$532,100.00 and the Bond Fund at \$68,850.00: Mayor Kelley opened the Public Hearing for comments and questions on Setting the Final Tax Request for the 2021-2022 Fiscal Year for the General Fund at \$532,100.00 and the Bond Fund at \$68,850.00 at 6:36 pm.

There were no comments, concerns or questions posed to the board, Mayor Kelley closed the Public Hearing at 6:40 pm.

Public Hearing on the Six Year Road and Street Plan: Mayor Kelley opened the Public Hearing for comments and questions on the Six Year Road and Street Plan at 6:40 pm. Gary shared the plans to repair alleys. Opening Oak Avenue with subdivision development was discussed. Hearing no further comments, concerns or questions Mayor Kelley closed the Public Hearing at 6:48 pm.

RESOLUTIONS AND ORDINANCES:

ORDINANCE NO. 958 - AN ORDINANCE TO ESTABLISH SALARIES FOR FULL TIME AND PART TIME CITY EMPLOYEES OF THE CITY OF MILFORD, NEBRASKA FOR THE FISCAL YEAR 2021-2022; AND TO PRESCRIBE THE TIME WHEN THE ORDINANCE SHALL BE IN FULL FORCE AND TAKE EFFECT; AND TO REPEAL ALL ORDINANCES IN CONFLICT HEREWITH. (See attached)

A motion was made by DeLong and seconded by Freeman to introduce Ordinance No. 958. A motion was made by DeLong and seconded by Freeman to suspend the rules to waive the three readings. Roll call vote: DeLong yes, Freeman yes, Keib absent, Roth yes. Motion carried.

No discussion on the original motion. Roll call vote: DeLong yes, Freeman yes, Keib absent, Roth yes. Motion carried.

Resolution No. 622 – Adopting Budget for Fiscal Year 2021-2022:

RESOLUTION # 622 ADOPTING BUDGET

WHEREAS, the Mayor and Council of the City of Milford, Nebraska have proposed a budget for the fiscal year 2021-2022; and

WHEREAS, a public hearing has been held upon said proposed budget; and

WHEREAS, no objections or remonstrances have been made concerning said budget; and

WHEREAS, the budget shall be adopted in the form as presented.

NOW, THEREFORE, BE IT RESOLVED that the annual budget of the City of Milford, Nebraska, be and the same hereby is adopted as follows:

GENERAL FUND

General Government

\$9,963,165

Cash Reserve

\$2,513,326

Total \$12,476,491

BOND FUND

Principal, Interest & Transfers \$265,713

Cash Reserve \$ 0

Total \$265,713

BE IT FURTHER RESOLVED that the portion of said expenditures to be raised by public taxation collected by a property tax levied upon the assessed valuation of property in the City of Milford, Nebraska in the following sums, to-wit:

General All Purpose Levy \$532,100


Bond Levy \$ 68,850


Total \$600,950

BE IT FURTHER RESOLVED that the Clerk is hereby ordered and directed to certify to the County Clerk of Seward County, Nebraska the taxes levied under this Resolution.

Upon roll call vote, the vote was as follows: Voting "AYE": Freeman, Roth, DeLong. Voting "NAY": None. Absent and not voting: Keib.

The Mayor declared said Resolution duly adopted and directed the Clerk to file a copy thereof with the County Clerk of Seward County.


Joanne Hoggins, City Clerk


Patrick L. Kelley, Mayor



ORDINANCE NO. 959 - THE ANNUAL APPROPRIATION BILL OF THE CITY OF MILFORD, NEBRASKA, FOR THE FISCAL YEAR FROM OCTOBER 1, 2021 TO SEPTEMBER 30, 2022; TO PROVIDE FOR THE LEVYING OF TAXES FOR THE USE OF THE CITY OF MILFORD, NEBRASKA, FOR ALL MUNICIPAL PURPOSES FOR SAID FISCAL YEAR AS SHOWN ON THE ASSESSMENT ROLL FOR SAID YEAR, AND TO PROVIDE FOR CERTIFYING ALL TAX LEVIES AND DELINQUENT SPECIAL ASSESSMENTS TO THE COUNTY CLERK OF SEWARD COUNTY, NEBRASKA; AND TO PRESCRIBE THE TIME THIS ORDINANCE SHALL BE IN FORCE AND TAKE EFFECT. (See attached)

A motion was made by DeLong and seconded by Roth to introduce Ordinance No. 959.

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 absent. Motion carried.

No discussion on the original motion. Roll call vote: DeLong yes, Roth yes, Freeman yes, Keib absent. Motion carried.

Resolution No. 623 – Setting the 2021-2022 Property Tax Request at \$532,100.00 for General Fund and \$68,850.00 for the Bond Fund:

RESOLUTION SETTING THE PROPERTY TAX REQUEST

RESOLUTION NO. 623

WHEREAS, Nebraska Revised Statute 77-1601.02 provides that the Governing Body of the City of Milford, NE passes by a majority vote a resolution or ordinance setting the tax request; and

WHEREAS, a special public hearing was held as required by law to hear and consider comments concerning the property tax request;

NOW, THEREFORE, the Governing Body of the City of Milford, resolves that:

1. The 2021-2022 property tax request be set at:

GENERAL FUND	\$532,100.00
BOND FUND	\$ 68,850.00
 TOTAL PROPERTY TAX REQUEST	 \$600,950.00

2. The total assessed value of property differs from last year's total assessed value by 7.66 percent.
3. The tax rate which would levy the same amount of property taxes as last year, when multiplied by the new total assessed value of property, would be \$ 0.475734 per \$100 of assessed value.
4. The City of Milford proposes to adopt a property tax request that will cause its tax rate to be \$ 0.511866 per \$100 of assessed value.
5. Based on the proposed property tax request and changes in other revenue, the total operating budget of Milford, NE will increase last year's budget by 40.54 percent.
6. A copy of this resolution be certified and forwarded to the County Clerk on or before October 13, 2021.

Motion by Freeman, seconded by DeLong to adopt Resolution #623

Voting YES were Freeman, DeLong, Roth. Voting NO were none. Absent and not voting: Keib.

Dated this 13th day of September 2021.



Attest:

City Clerk

Patrick L. Kelley
Mayor

Resolution NO. 624 – Adopt the One & Six Year Street Improvement Plan:

RESOLUTION NO. 624

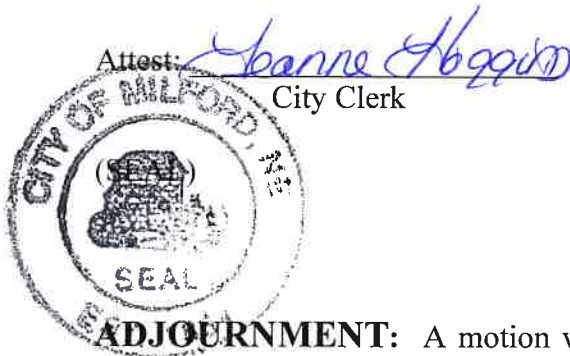
The following resolution was introduced by Roth, who moved its adoption, seconded by DeLong,

“WHEREAS, the City Street Superintendent has prepared and presented a One Year and Six Year Plan for Street Improvement Program for the City of Milford, Nebraska, and

WHEREAS, a public meeting was held on the 13th day of September, 2021, to present this plan and there were no objections to said plan;

THEREFORE, BE IT RESOLVED BY THE Mayor and City Council of Milford, Nebraska, that the plans and data as furnished are hereby in all things accepted and adopted.”

Upon roll call vote as follows: Roth yes, DeLong yes, Freeman yes, Keib absent. Motion carried.



Attest:

City Clerk

Patrick L. Kelley
Mayor

ADJOURNMENT: A motion was made by Freeman and seconded by DeLong to adjourn the meeting. Roll call vote: Freeman yes, DeLong yes, Keib absent, Roth yes. Motion carried and meeting adjourned at 7:00 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 September 13, 2021 that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and readily available for public inspection at the office of the City Clerk; that such subjects were contained in said

agenda for at least twenty-four hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the said minutes from which the foregoing proceedings have been extracted were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting.




Jeanne Hoggins, City Clerk

SALARY ORDINANCE
NO. 958

AN ORDINANCE TO ESTABLISH SALARIES FOR FULL TIME AND PART TIME CITY EMPLOYEES OF THE CITY OF MILFORD, NEBRASKA FOR THE FISCAL YEAR 2021-2022; AND TO PRESCRIBE THE TIME WHEN THE ORDINANCE SHALL BE IN FULL FORCE AND TAKE EFFECT; AND TO REPEAL ALL ORDINANCES IN CONFLICT HEREWITH:

WHEREAS, the City Council of the City of Milford, Nebraska must establish salary schedules for the employees of the City of Milford, Nebraska pursuant to law;

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MILFORD, NEBRASKA:

Section 1. Effective October 1, 2021 the following salaries shall be paid:

Forrest K. Siebken-Chief of Police	\$5584.75/Monthly
Jeanne Hoggins-City Clerk/Treasurer	5274.43/Monthly
Gary TeSelle-Maintenance Superintendent	4615.93/Monthly
George Matzen -Library Director	2844.57/Monthly
Susie Huber - Administrative Asst.	16.32/Hour
- Recreation Coordinator	14.00/Hour
Dustin Hultgrien-Maintenance	17.00/Hour
Joseph Kallhoff-Maintenance	19.06/Hour
Steve Fiala - Maintenance	16.00/Hour
Mark Frey – Maintenance	13.25/Hour
James Palensky – Police Officer	22.15/Hour
Lisa Huschka- Police Officer	20.00/Hour
- Police Officer	17.75/Hour
Amy Salistean –Sr. Center Manager	14.42/ Hour
- Assistant Library Director	/Hour
Owen Eickhoff - Library Clerk	9.95/Hour
Hannah Fougerson – Library Clerk	9.27/Hour
Mavis Ferris-Custodian Senior Center	9.74/Hour
Craig Carritt-Custodian	9.74/Hour
Certified Police Officer-Part Time	20.00/Hour
General Maintenance-Part Time Seasonal	9.00/Hour
\$0.25 additional each year worked	
Pool Manager	\$12.00/Hour
Asst. Pool Manager	11.00/Hour
Lifeguards	9.50/Hour
\$0.25 additional each year worked	

All new employees and other part time employees are to be determined at time of hiring.

Section 2. All ordinances in conflict herewith are hereby repealed.

Section 3. This ordinance shall be in full force and take effect after its passage and publication and shall be effective until modified or repealed and the salaries enumerated herein effective October 1, 2021.

Passed and approved this 13th day of September 2021.

Attest:

Shanne Higgins

City Clerk

Robert L. Kelley

Mayor



ANNUAL APPROPRIATION
ORDINANCE NO. 959

“THE ANNUAL APPROPRIATION BILL OF THE CITY OF MILFORD, NEBRASKA, FOR THE FISCAL YEAR FROM OCTOBER 1, 2021 TO SEPTEMBER 30, 2022; TO PROVIDE FOR THE LEVYING OF TAXES FOR THE USE OF THE CITY OF MILFORD, NEBRASKA, FOR ALL MUNICIPAL PURPOSES FOR SAID FISCAL YEAR AS SHOWN ON THE ASSESSMENT ROLL FOR SAID YEAR, AND TO PROVIDE FOR CERTIFYING ALL TAX LEVIES AND DELINQUENT SPECIAL ASSESSMENTS TO THE COUNTY CLERK OF SEWARD COUNTY, NEBRASKA; AND TO PRESCRIBE THE TIME THIS ORDINANCE SHALL BE IN FORCE AND TAKE EFFECT.”

BE IT ORDAINED by the Mayor and Council of the City of Milford, Nebraska:

Section 1. That there be and hereby is appropriated to defray the necessary expenses, liabilities and improvements of the City of Milford, Nebraska for the fiscal year beginning on October 1, 2021 to September 30, 2022 the sums as set out in the budget as amended.

Section 2. That there be and hereby is levied upon the assessed value of all taxable property within the City of Milford, Nebraska, as shown by the assessment roll of 2021 taxes for the fiscal year from October 1, 2021 to September 30, 2022 in the following sums and for the following purposes, to-wit:

GENERAL ALL PURPOSE FUND:

General Government	\$9,963,165
Cash Reserve	\$2,513,326
Total	\$12,476,491

BOND FUND:

Principal, Interest & Transfers	\$265,713
Cash Reserve	0
Total	\$265,713

To be paid by the following tax levies:

General All Purpose Levy	\$532,100
Bond Fund Levy	\$ 68,850
Total	\$600,950

Section 3. That the Clerk is hereby ordered and directed to certify to the County Clerk of Seward County, Nebraska, the taxes levied under this Ordinance and to file therewith and with the Auditor of Public Accounts of the State of Nebraska, a copy of the budget documents hereinabove described. That the Clerk is further ordered and directed to publish a copy of the amendments, if any, as provided by law.

Section 4. This ordinance shall be in force and take effect from and after its passage and publication as provided by law.

PASSED AND ADOPTED THIS 13TH DAY OF SEPTEMBER 2021.

THE CITY OF MILFORD, NEBRASKA

Attest:

Sharonne Hogans

City Clerk

Patricia L. Kimmey

Mayor

