



CITY OF MILFORD, NEBRASKA
COUNCIL AGENDA

Monday, September 19, 2022, 6:15 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.

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

PUBLIC HEARINGS

1. Public Hearing - Budget Hearing and Budget Summary for the 2022-2023 Fiscal Year
2. Public Hearing Setting the Final Tax Request for the 2022-2023 Fiscal Year for the General Fund at \$553,422.65 and the Bond Fund at \$68,500.00.
3. Public Hearing on the Six Year Road and Street Plan

ADJOURNMENT

***The special meeting of the Mayor and City Council will commence immediately upon adjournment of the public hearings. ***

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

RESOLUTIONS AND ORDINANCES:

ORDINANCE NO. 964 – AN ORDINANCE TO ESTABLISH SALARIES FOR FULL TIME AND PART TIME CITY EMPLOYEES OF THE CITY OF MILFORD, NEBRASKA FOR THE FISCAL YEAR 2022-2023; 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. 642 – Adopting Budget for Fiscal Year 2022-2023

ORDINANCE NO. 965 – THE ANNUAL APPROPRIATION BILL OF THE CITY OF MILFORD, NEBRASKA, FOR THE FISCAL YEAR FROM OCTOBER 1, 2022 TO SEPTEMBER 30, 2023; 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. 643 – Setting the 2022-2023 Property Tax Request at \$553,422.65 for the General Fund and \$68,500.00 for the Bond Fund.

RESOLUTION NO. 644 – Adopt the One & Six Year Street Improvement Plan

ADJOURNMENT

CITY OF MILFORD
SPECIAL MEETING
SEPTEMBER 19, 2022
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 19th day of September 2022 at 6:15 pm. Present were: Mayor Patrick Kelley; Council members: Tony DeLong, Becky Freeman, Kelli Keib and Mike Roth; Maintenance Supt. Gary TeSelle, Chief of Police Forrest Siebken and City Clerk Jeanne Hoggins. Also present: Carmen Standley with HBE CPA's and Emily and Isla Hemphill.

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 6:15 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 2022-2023 Fiscal Year: Mayor Kelley opened the Public Hearing for comments and questions on the 2022-2023 Budget at 6:16 pm. Carmen Standley with HBE CPA's presented: Carmen hit the highlights of the worksheets presented; 20-21 Actual, 21-22 Projected and 22-23 Budget. She compared the net change of 515,640 in 20-21 to the projected 21-22 of (315,907). Some of this was timing of how things fell. A column to pay special attention to is the General Fund as the General Fund is feeding some of the other funds. We are doing a good job of monitoring the reserves in each fund. The General Fund grew in 20-21 in the amount of \$44,420.00 and the projected 21-22 year was near breaking even, \$2,892.00. This fund encompasses all the transfers that are budgeted to take care of all the other funds. We are dipping into the reserves in the budget year 22-23 by \$194,000.00. Overall we have been maintaining roughly the 6 million dollars in reserves over the whole city which includes all the restricted funds, reserves and utility funds.

The valuations for the city this year went up 10%, there is quite an increase in the valuations but less of it was attributed to growth than the prior year. The growth last year was 2.9, this year it is 1.54. There was a 10 million dollar increase in valuation and most of that was attributed to increase in assessed value. Carmen shared information on LB644 and the Real Growth number which for Milford is 1.695. Due to the large increase in valuation and the new rule notifying the county if we would go over the real growth plus the 2%, the real growth plus the 2% is 3.49%. After conversation with the mayor it was decided to leave it at that percent, do not participate in the Joint Public Hearing and drop the levy .03. The overall property tax increase was 3%. Carmen thanked the board for voting to increase

the 1% every year. This year encompasses \$13,900.00, it covers an increase in sales tax, highway allocation etc..

DeLong questioned if there are any other areas we should consider to bring in additional revenue.

Mayor Kelley noted a watchful eye within the 22-23 budget in the tune of \$44,000.00. There are projects that were planned that we will not do. He encouraged keeping an eye on the street funds to not overspend. The additional employee at city hall was calculated in the 22-23 budget. The expenses will be divided between General, Police, Water and Sewer funds. The only consideration that was not included in the budget is an across-the-board reimbursement or supplement for health insurance.

Mayor Kelley opened the floor for any other 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 6:30 pm.

Public Hearing Setting the Final Tax Request for the 2022-2023 Fiscal Year for the General Fund at \$553,422.65.00 and the Bond Fund at \$68,500.00: Mayor Kelley opened the Public Hearing for comments and questions on Setting the Final Tax Request for the 2022-2023 Fiscal Year for the General Fund at \$553,422.65 and the Bond Fund at \$68,500.00 at 6:30 pm. Carmen shared the levy for the bond fund went from 5.86 cents to 5.30 cents, it dropped slightly. The rest of the .03 decline came from the general fund. The general levy is 42.9 cents brings the grand total to .48 cents.

There were no comments, concerns or questions posed to the board, Mayor Kelley closed the Public Hearing at 6:32 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 6:33 pm.

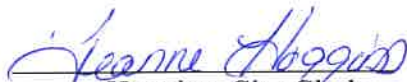
Mayor Kelley complemented the work that is being accomplished thru the Patching Program. He also noted that Oak Avenue is still being considered on the 6-year plan sue to potential future development northwest of town. This will open an alternate route for this section of town.

DeLong mentioned the Hwy 6 project that will start this spring and the Oak Ave. project as well. He has had conversation with some people that live in that area of town. It will be an adjustment.

The alleys have been completed which has been a huge improvement to the business district. Compliments have been received. The speed tables were removed from the Six Year Plan as they have been installed. Still waiting on paint and signs.

Hearing no further comments, concerns or questions Mayor Kelley closed the Public Hearing at 6:39 pm.

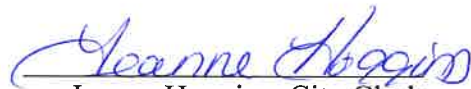
ADJOURNMENT: A motion was made by Keib and seconded by Freeman to adjourn the meeting. Roll call vote: Keib yes, Freeman yes, DeLong yes, Roth yes. Motion carried and meeting adjourned at 6:39 pm.


Jeanne Hoggins, City Clerk


Patrick L. Kelley, Mayor

CERTIFICATION

I, the undersigned, City Clerk of the City of Milford, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Council on September 19, 2022 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



CITY OF MILFORD
SPECIAL MEETING
SEPTEMBER 19, 2022
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 19th day of September 2022 immediately following the adjournment of public hearings. Present were: Mayor Patrick Kelley; Council members: Tony DeLong, Becky Freeman, Kelli Keib and Mike Roth; Maintenance Supt. Gary TeSelle, Chief of Police Forrest Siebken and City Clerk Jeanne Hoggins. Also present: Carmen Standley with HBE CPA's and Emily and Isla Hemphill. 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 6:40 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.

RESOLUTIONS AND ORDINANCES:

ORDINANCE NO. 964 - AN ORDINANCE TO ESTABLISH SALARIES FOR FULL TIME AND PART TIME CITY EMPLOYEES OF THE CITY OF MILFORD, NEBRASKA FOR THE FISCAL YEAR 2022-2023; 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 Keib and seconded by Freeman to introduce Ordinance No. 964.

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

Discussion: DeLong noted a change to the salary ordinance; General Maintenance-Part Time Seasonal to \$11.00 Hour.

On the original motion. Roll call vote: Keib yes, Freeman yes, DeLong yes, Roth yes. Motion carried.

Resolution No. 642 – Adopting Budget for Fiscal Year 2022-2023:

RESOLUTION # 642 ADOPTING BUDGET

WHEREAS, the Mayor and Council of the City of Milford, Nebraska have proposed a budget for the fiscal year 2022-2023; 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	\$10,076,873
Cash Reserve	\$ 2,555,843

Total	\$12,632,716
-------	--------------

BOND FUND

Principal, Interest & Transfers	\$ 68,550
Cash Reserve	\$ 201,590

Total	\$ 270,140
-------	------------

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:

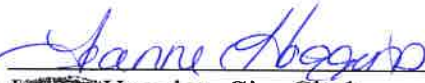
General All Purpose Levy	\$553,422.65
Bond Levy	\$ 68,500.00

Total	\$621,922.65
-------	--------------

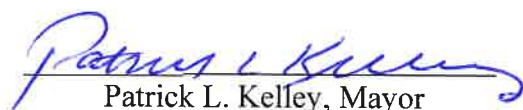
BE IT FURTHER RESOLVED that the Clerk is hereby ordered and directed to certify to the County Clerk of Seward County, Nebraska the taxes levied under this Resolution.

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

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



Jeanne Hoggins, City Clerk



Patrick L. Kelley, Mayor



ORDINANCE NO. 965 - THE ANNUAL APPROPRIATION BILL OF THE CITY OF MILFORD, NEBRASKA, FOR THE FISCAL YEAR FROM OCTOBER 1, 2022 TO SEPTEMBER 30, 2023; 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 Freeman to introduce Ordinance No. 965. 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 yes, Roth yes. Motion carried.

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

**RESOLUTION SETTING THE PROPERTY TAX REQUEST
RESOLUTION NO. 643**

WHEREAS, Nebraska Revised Statute 77-1632 and 77-1633 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 2022-2023 property tax request be set at:

REQUIRED FOR BONDS	\$ 68,500.00
REQUIRED FOR ALL OTHER PURPOSES	\$553,422.65
 TOTAL PROPERTY TAX REQUEST	 \$621,922.65
2. The total assessed value of property differs from last year's total assessed value by 9.85 %.
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 \$ 0.465968 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 \$ 0.48223 per \$100 of assessed value.
5. Based on the proposed property tax request and changes in other revenue, the total operating budget of the City of Milford, NE will increase or (decrease) last year's budget by -0.82 percent.
6. A copy of this resolution be certified and forwarded to the County Clerk on or before October 15, 2022.

Motion by Keib, seconded by Roth to adopt Resolution #643

Voting yes were: Keib, Roth, DeLong, Freeman. Voting no were none.

Dated this 19th day of September 2022.



Attest:

City Clerk

Jeanne Hoggins

Patrick L. Kelley

Mayor

Resolution NO. 644 – Adopt the One & Six Year Street Improvement Plan:

RESOLUTION NO. 644

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

“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 19th day of September, 2022, 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: DeLong yes, Keib yes, Freeman yes, Roth yes. Motion carried.



Attest:

City Clerk

Jeanne Hoggins

Patrick L. Kelley

Mayor

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 6:50 pm.

Jeanne Hoggins
Jeanne Hoggins, City Clerk


Patrick L. Kelley
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 19, 2022 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. 964

AN ORDINANCE TO ESTABLISH SALARIES FOR FULL TIME AND PART TIME CITY EMPLOYEES OF THE CITY OF MILFORD, NEBRASKA FOR THE FISCAL YEAR 2022-2023; 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, 2022 the following salaries shall be paid:

Forrest K. Siebken-Chief of Police	\$5863.99/Monthly
Jeanne Hoggins-City Clerk/Treasurer	5538.15/Monthly
Gary TeSelle-Maintenance Superintendent	5026.67/Monthly
George Matzen -Library Director	2986.79/Monthly
Susie Huber - Administrative Asst.	17.13/Hour
Dustin Hultgrien-Maintenance	17.84/Hour
Travis Keilig-Maintenance	17.33/Hour
Steve Fiala - Maintenance	17.33/Hour
Mark Frey - Maintenance	15.00/Hour
Lisa Wiedemeyer- Police Officer	23.65/Hour
Amy Salistean -Sr. Center Manager	15.14/ Hour
Cathleen Fosler - Assistant Library Director	12.08/Hour
Owen Eickhoff - Library Clerk	10.45/Hour
Mavis Ferris-Custodian Senior Center	10.23/Hour
Craig Carritt-Custodian	10.23/Hour
Certified Police Officer-Part Time	25.00/Hour
General Maintenance-Part Time Seasonal	11.00/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, 2022.

Passed and approved this 19th day of September 2022.

Attest:

Leanne Abgood
City Clerk

James E. Green
Mayor



ANNUAL APPROPRIATION
ORDINANCE NO. 965

“THE ANNUAL APPROPRIATION BILL OF THE CITY OF MILFORD, NEBRASKA, FOR THE FISCAL YEAR FROM OCTOBER 1, 2022 TO SEPTEMBER 30, 2023; 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, 2022 to September 30, 2023 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 2022 taxes for the fiscal year from October 1, 2022 to September 30, 2023 in the following sums and for the following purposes, to-wit:

GENERAL ALL PURPOSE FUND:

General Government	\$10,076,873
Cash Reserve	\$2,555,843
Total	\$12,632,716

BOND FUND:

Principal, Interest & Transfers	\$68,550
Cash Reserve	\$201,590
Total	\$270,140

To be paid by the following tax levies:

General All Purpose Levy	\$553,422.65
Bond Fund Levy	\$ 68,500.00
Total	\$621,922.65

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 19TH DAY OF SEPTEMBER 2022.

THE CITY OF MILFORD, NEBRASKA

Attest:

Leanne Higgins
City Clerk

Pamela K. K...
Mayor

