

MINUTES OF REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF NELIGH, NEBRASKA
March 14, 2017

The regular meeting of the Mayor and the City Council of the City of Neligh was held at the City Council Chambers on Tuesday, March 14, 2017 at 7:00 P.M. Present were Mayor Joe Hartz and Council Members Leonard Miller, Steph Wanek and Ted Hughes. Absent: Dale Wilkinson. Also in attendance were City Attorney Jim McNally, Police Chief Mike Wright, Economic Development Director Greg Ptacek, Generation Supervisor Josh Capler, City Clerk Danielle Klabenes, Electric Engineer Matt Kalin, Tina Engelbart, Chet McGowen, Ron Gilg, James Meuret, Rhonda Heithoff and Lyle Juracek. Notice of this meeting was given in advance thereof by publication in the Neligh News and Leader on March 8, 2017. Notice of this meeting was given to the Mayor and all members of the Council and a copy of their acknowledgment of receipt of notice and the agenda is attached to the minutes. Availability of the agenda was communicated in the advance notice and in the notice to the Council of this meeting. Mayor Hartz offered a prayer before opening the meeting. All proceedings thereafter shown were taken while the convened meeting was open to the attendance of the public. Mayor Hartz presided over the meeting and noted that a copy of the Open Meetings Law, located on the east wall of the City Council Chambers was available to the public. City Clerk Klabenes recorded the minutes. The Pledge of Allegiance was recited.

Mayor Hartz offered a special note to Neligh-Oakdale Public Schools that the week was exciting and busy and time for thanks to see our community come together as we supported our youth and scholastic sports and many other areas. Mayor Hartz stated what a great feeling of community it was.

APPROVAL OF MINUTES

Council member Wanek moved to approve the February 14th regular meeting minutes as presented. Seconded by Hughes. Roll call votes in favor were Miller, Hughes, Wanek. Opposed: None. Absent: Wilkinson. Motion carried.

TREASURER'S REPORT

Clerk Klabenes reported bond anticipation notes for the water and sewer of Neligh Independent Living were expected for deposit later that week. She reported the Street Fund expenses for the fiscal year were at 34% when considering the removal of the refinancing of bonds which altered the percentage of expenses for the fiscal year. She reported a split of the Electric funds for debt covenants and operating expenses would be separately stated on the March report. *Wanek moved to approve the February 2017 treasurer's report as presented.* Seconded by Miller. Roll call votes in favor were Wanek, Miller, Hughes. Opposed: None. Absent: Wilkinson. Motion carried.

PUBLIC HEARING FOR STREET IMPROVEMENT DISTRICT 2017-1, known as 8TH STREET

Mayor Hartz declared the hearing open to determine the sufficiency of written objections to the creation of Street Improvement District 2017-1 known as 8th Street. Time: 7:04 P.M. Clerk Klabenes reported the total front footage abutting the street provided by the city engineer. In absence of any objections, the hearing was left open.

NOTICE OF AWARD FOR ELECTRIC IMPROVEMENTS TO INTERCONNECT NEWLY ANNEXED AREAS

Matt Kalin with JEO Consulting Group presented four bids from electrical suppliers for electric improvements to newly annexed areas. He reported the low bid from Watts Electric Company of Waverly, Nebraska was \$287,822.66. Other bids received were Schmader Electric Construction Co. Inc. of West Point with \$317,397.92, IESCI of Holdrege with \$339,459.74 and Klein Underground of Wakefield with \$348,341.00. The engineer's estimate was \$345,000-380,000. He stated the low bids under the engineer estimate were due to the contractor's dire need of work. He reported he checked the lead times on supplies and found part of the project to have 14-15 weeks of lead time and anticipated 6-8 weeks of construction time. He reported the bid's specs were for substantial completion of September. City Attorney McNally reported he anticipated hearing from the Power Review Board later that week. Discussion was held for the bids availability for 30 days but would incur a delay in construction time upon waiting for the decision of the Power Review Board. Discussion was held that approximately 75% of the electric improvements needed to be installed for the sewer treatment plant and the park

regardless of the Power Review Board decision. *Council member Miller moved to accept the low bid of Watt's Electric of \$287,822.66 with a start date of June 5, 2017 subject to a favorable decision of the Power Review Board.* Seconded by Hughes. Roll call votes in favor were Wanek, Hughes, Miller. Opposed: None. Absent: Wilkinson. Motion carried.

VENDOR PERMIT FOR FOOD TRUCK

Clerk Klabenes reported Alberto Garcia with Alberto's Mexican Cuisine requested permission to open a mobile food truck next to the Cabin Bottle Shop. She reported he was interested in Neligh with the hospital, courthouse and shopping of the community and Alberto inquired about vendor permits or licenses. She reported while Neligh did not have an influx of food trucks that the type of business was common in other communities and trending and asked the Council if a permit or ordinance was in need. City Attorney McNally reported the council could pass an ordinance or approve by motion on a case by case with conditions of licenses obtained. *Wanek moved to approve the application of Alberto's Mexican Cuisine food truck subject to the State of Nebraska licenses for sales tax and food permit, Federal ID permit and proof of insurance.* Seconded by Hughes. Roll call votes in favor were Wanek, Miller, Hughes. Opposed: None. Absent: Wilkinson. Motion carried.

NORTHEAST NEBRASKA PROGRAM ADMINISTRATION FOR DOWNTOWN REVITALIZATION

Tina Engelbart, Deputy Director of Northeast Nebraska Economic Development District presented the amended contracts for program administration of \$27,000 and construction management of \$8,000 for Downtown Revitalization grant funds. She reported the contract total was for the same original amount of \$35,000. She reported the state had a timing change to split one contract into two contracts after applications for grant funds were submitted and the project total remained the same. *Wanek moved to adopt the amended contracts with Northeast Nebraska Economic Development District for program administration of \$27,000 and construction management of \$8,000.* Seconded by Miller. Roll call votes in favor were Miller, Hughes, Wanek. Opposed: None. Absent: Wilkinson. Motion carried.

RESOLUTION 2017-5 STREET IMPROVEMENT DISTRICT 2017-1

There being no written objections received in reference to Street Improvement District 2017-1 also known as 8th Street Improvements, Mayor Hartz declared the hearing closed at 7:40 P.M. *Council member Hughes introduced and moved for passage Resolution 2017-5 determining insufficient written objections for street improvements in Street Improvement District 2017-1.* Seconded by Wanek. Roll call votes in favor were Hughes, Wanek, Miller. Opposed: None. Absent: Wilkinson. Motion carried.

DIAL-A-RIDE PUBLIC TRANSPORTATION SUNDAY SERVICES

City Clerk Klabenes reported four churches were currently participating in Sunday transit services with uncertainty of one church to continue. She reported the decline in fuel prices allowed the contract price to remain the same at \$49.80 per week shared among the participating churches. Discussion was held for advertising Sunday transit services. *Hughes moved to approve the Dial-A-Ride Public Transportation church contracts for \$49.80 per week divided equally among participating churches.* Seconded by Miller. Roll call votes in favor were Miller Wanek, Hughes. Opposed: None. Absent: Wilkinson. Motion carried.

NEBRASKA PUBLIC TRANSIT WEEK

Clerk Klabenes reported the third annual promotion of public transit was scheduled for April 10th – 14th with daily activities to show appreciation and increase awareness of public transit services available to all ages. She presented a flyer advertising the daily promotions to be shared with local news media including a new event partnered with Thriftway Market. Discussion was held for the weekly Tuesday advertisements on the City Facebook page for Dial-A-Ride public transit. *Wanek moved to authorize and approve the Dial-A-Ride Public Transportation events for the Nebraska Public Transit Week of April 10th – 14th, 2017.* Seconded by Miller. Roll call votes in favor were Wanek, Hughes, Miller. Opposed: None. Absent: Wilkinson. Motion carried.

CITIZENS COMPLAINT

Tabled to next month.

LIBRARY MAINTENANCE AND SNOW REMOVAL

Library Board member Ron Gilg reported on issues with light bulbs in the library entry way. Generation Supervisor Capler stated the entry way bulbs were burning out repeatedly and he was looking at different lights to replace the fixtures with. Gilg then reported on the snow removal with opening up the street and sidewalks, particularly the south sidewalk exit prior to 10:00A.M. Discussion was held for the order of snow removal of city buildings with priority in opening the fire hall and it was noted to remember the library south sidewalk exit which receives high traffic. Discussion was held for chain of command to ensure that the City Supt. was notified with concerns and if the city shop phone is not answered, to call the city office. The Council thanked Board member Gilg for reporting on these concerns.

COMMUNITY SPRING CLEANUP WEEKEND

Wanek moved to set the community spring clean-up weekend for Saturday April 22nd at the compactor and tree dump from 11:00A.M. to 5:00P.M. and Sunday, April 23rd at the tree dump from 1:00P.M. to 5:00P.M. with a rain date of April 29th – 30th and regular fees in place. Seconded by Miller. Roll call votes in favor were Hughes, Miller, Wanek. Opposed: None. Absent: Wilkinson. Motion carried.

ECONOMIC DEVELOPMENT DIRECTOR'S REPORT

Economic Development Director Ptacek extended a thank you to Pinnacle Bank for the matching furniture his office received to replace two desks, credenza and file cabinet. Discussion was held for advertising the previous Economic Development office furniture as mid-century furniture on the city Facebook page and online county exchange website. *Miller moved to authorize the sale of surplus property on Antelope County Exchange from the Economic Development office and provide for the disposal of items not sold.* Seconded by Wanek. Roll call votes in favor were Wanek, Miller, Hughes. Opposed: None. Absent: Wilkinson. Motion carried.

Director Ptacek reported he would be moving to Wayne as an entrepreneur and would tender a letter of resignation at a following meeting. The Mayor and Council offered gratitude to the director as he had offered many benefits to the town and county and he would be missed from being an advocate for Neligh and the growth he brought to the community. The Director requested authorization to advertise for the economic development director position in various outlets and provided an employment ad draft with a proposed application and interview schedule. *Wanek moved to authorize the advertising of the Economic Development Director position.* Seconded by Hughes. Roll call votes in favor were Miller, Hughes, Wanek. Opposed: None. Absent: Wilkinson. Motion carried.

The Director also reported he had received the first application draft for Downtown Revitalization and was anticipating the release of funds from the state. Discussion was held that the grant program would work through reimbursement of funds as used instead of an initial deposit of the full grant award. The director also reported that the attendance of the second Antelope County Ag & Home Expo was about 1,000 compared to 600 in the first year. *Wanek moved to approve the Economic Development report.* Seconded by Miller. Roll call votes in favor were Miller, Wanek, Hughes. Opposed: None. Absent: Wilkinson. Motion carried.

POLICE REPORT

Chief Wright thanked Economic Director Ptacek and his wife for all the services provided to Neligh. The Chief reported he had contacted the camera system installers and scheduling was 3-4 weeks out. He reported the grant application for the camera system had moved to the state level and he would be attending a meeting on April 13th for the grant. He reported he was getting pricing on a mobile speed trailer as discussed the previous month. *Hughes moved to approve the February police report of 252 calls.* Seconded by Miller. Roll call votes in favor were Wanek, Hughes, Miller. Opposed: None. Absent: Wilkinson. Motion carried.

CITY SUPT. REPORT

City Supt. Bly was absent due to water conference. Generation Supervisor Capler reported for the City Supt. He reported Walt Patras was hired following pre-employment drug testing for the Solid Waste department at \$13.00 an hour. *Hughes moved to approve hiring Walt Patras for the Solid Waste department at \$13.00 an hour.* Seconded by Wanek. Roll call votes in favor were Miller, Hughes, Wanek. Opposed: None. Absent: Wilkinson. Motion carried.

Discussion was held for a wage increase for a solid waste employee. Discussion was held for the health issues involved with the position handling solid waste. Discussion was held for the raise increments provided to water, electric and sewer departments with certifications or licenses. Discussion was held for considering a human resources committee or a performance review system for raises over a cost of living increase, certification and licenses, and long term employment. It was the consensus of the council to review a pay schedule with current compensation and years of employment and to table the item to the following meeting.

Clerk Klabenes reported the Park Board recommended replacing the banner on the back of the Legion baseball field scoreboard with a larger banner sized 6 feet by 16 feet and quoted at \$525. Discussion was held for considering the heading to be changed from "hidden treasures" to "many treasures." Discussion was held for confirming authorization for use of photos. *Hughes moved to approve the Park Board recommendation to replace the Legion scoreboard banner estimated at \$525 from the Lottery Fund.* Seconded by Miller. Roll call votes in favor were Wanek, Miller, Hughes. Opposed: None. Absent: Wilkinson. Motion carried.

Discussion was held for a steel shelter with the Antelope County Ag Society and possible other organizations. Discussion was held that the Ag Society was obtaining a revised estimate to include dirt excavation and to provide a request for contributions from other organizations. Discussion was held for reviewing a drawing for the location of the shelter in Riverside Park.

Hughes moved to approve the Supt. report as presented. Seconded by Wanek. Roll call votes in favor were Miller, Wanek, Hughes. Opposed: None. Absent: Wilkinson. Motion carried.

ELECTRIC REPORT

Generation Supervisor Capler reported that a new mounting bracket for the bucket truck was replaced by a Seward company where the boom attached to the hydraulic truck. He reported the bill was estimated at \$3,000. He reported 8 new camper hydrants and pedestals were installed in Riverside Park and painted lines would be placed to show the different camper stall sizes. He reported he was awaiting further investigation from Olsson & Associates for more detailed reports from the February 1st power outage.

Wanek moved to approve the Electric report as presented. Seconded by Hughes. Roll call votes in favor were Hughes, Miller, Wanek. Opposed: None. Absent: Wilkinson. Motion carried.

APPROVAL OF BILLS

Hughes moved to approve the bills as presented. Seconded by Wanek. Roll call votes in favor were Hughes, Wanek, Miller. Opposed: None. Absent: Wilkinson. Motion carried.

There being no further business to conduct, *Miller moved to adjourn.* Seconded by Hughes. Roll call votes in favor were Wanek, Miller, Hughes. Opposed: None. Absent: Wilkinson. Thereupon Mayor Hartz declared the meeting adjourned. Time 8:48 P.M.

City of Neligh

Joe Hartz, Mayor

ATTEST

Danielle Klabenes, City Clerk

CERTIFICATION

I, the undersigned, City Clerk of the City of Neligh, Nebraska, hereby certify that March 14, 2017; 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 agenda items were sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting; 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; and that a current copy of the Nebraska Open Meetings Act was available and accessible to members of the public, posted during such meeting in the room in which such meeting was held.

City Clerk

(SEAL)