

**City of Seward, NE**  
**Tuesday, September 15, 2015**  
**Regular Session**

**Item G1**

**CONSIDERATION OF APPROVAL OF DRAFT MINUTES OF  
SEPTEMBER 1, 2015.**

**Administrative Report: A motion to approve the minutes as written or with modifications would be in order.**

**Staff Contact:**

September 1, 2015

The Seward City Council met at 7:00 p.m. on Tuesday, September 1, 2015, with Mayor Joshua Eickmeier presiding and Assistant Administrator /Clerk-Treasurer /Budget & Human Resources Director Bonnie Otte recording the proceedings. Upon roll call, the following Councilmembers were present: Jon Wilken, Ellen Beck, Sid Kamprath, Dean Fritz, Barbara Pike, John Singleton, Chris Schmit, Dick Hans. Other officials present: City Administrator Bruce Smith and City Attorney Kelly Hoffschneider. Absent: None.

Notice of the meeting was given in advance thereof by the method of communicating advance notice of the regular and special meetings of the City Council of the City of Seward, Nebraska, as stated in Ordinance No. 2015-08, which was adopted on the 5th day of May, 2015; said method stating that the notice of such meeting, with the agenda thereon, be posted in the following places: City Hall, Seward County Courthouse, Municipal Building, and Seward Public Library. The certificate of posting notice is attached to these minutes. Notice of this meeting was simultaneously given to the Mayor and all members of the City Council and a copy of their acknowledgment of receipt of notice and the agenda are 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 attendance of the public.

#### THE PLEDGE OF ALLEGIANCE

Mayor Eickmeier announced that a copy of the Agenda for this meeting is posted on the north wall of the Municipal Building and copies are available on the north wall where a copy of the Open Meetings Act is also posted for public inspection. He also noted that any citizen wishing to address the Council should come to the podium, state their name and address and limit their comments to five minutes. All remarks should be directed to the Mayor/Chairperson, who will then determine who will make any appropriate response. The City of Seward reserves the right to adjust the order of items on this agenda if necessary and may elect to take action on any of the items listed.

#### 1. INTRODUCTIONS, SPECIAL PRESENTATIONS & PROCLAMATIONS

Mayor Eickmeier introduced Gary Janicek, Wastewater Utility Maintenance Worker, as the most recent hire of the Water/Wastewater Department.

Betty Jean Kolterman addressed the City Council and presented several awards won by the City of Seward or City of Seward affiliates at the 2015 Keep Nebraska Beautiful Conference. She stated the City of Seward, Keep Seward Beautiful Committee took first place for the Great American Cleanup Award, received first place in the Deanie Anderson Outstanding Community Environmental Award and was the overall winner of the Deanie Anderson Outstanding Community Environmental Award. Seward High School took first place in the Youth Group/School Secondary Award, the GFWC Seward Woman's Club took second place in the Civic/Non-Profit Group Award, and the Seward High School FCCLA was presented with an Award of Excellence in the School Recycling Award. Ms. Kolterman commended all of the volunteers who continue to work with these programs and stated she is very proud of the youth and community members who work so very hard for the betterment of the community.

#### 2. APPROVAL OF MINUTES OF AUGUST 18, 2015 COUNCIL MEETING

Councilmember Singleton moved, seconded by Councilmember Pike, that the minutes of the August 18, 2015 City Council meeting be approved.

Aye: Hans, Beck, Pike, Fritz, Wilken, Singleton, Schmit, Kamprath  
Nay: None

September 1, 2015

Absent: None. Motion carried.

3. CONSENT AGENDA CONSIDERATION ITEMS

Councilmember Singleton moved, seconded by Councilmember Pike, that the following Consent Agenda items be approved in one single motion:

- A. Claims & Payables Reports
- B. Infrastructure Cost Items Reimbursable Back to the City.

CLAIMS LIST  
9-1-15  
COUNCIL MEETING

Abbreviations: Bu, Building Upkeep; Eq, Equipment; Ex, Expense; Ma, Maintenance; Mi, Mileage; Misc, Miscellaneous; Re, Repairs; Sa, Salaries, Se, Services; Su, Supplies; Ut, Utilities, CI, Capital Improvements; GU, Grounds Upkeep.

All Road Barricades Inc	Su	745.88
Alliance Technologies	Su	7,132.15
Ameritas Life Insurance	Retirement	5,621.27
Aqua-Chem Inc	Su	1,021.10
Beaver Hardware	Su	38.85
Black Hills Energy	Ut	36.58
Blue Cross Blue Shield Ne	Health Ins	51,757.00
Blue River Jewelry	Su	25.00
Capital Business-Dallas	Ma	327.45
Chase Card Service		313.26
RS*Name.com	Su	49.99
Adobe*ExportPDF	Su	23.88
Repairclinic.com	Bu	14.75
Walmart	Su	124.76
Zoomshift, Inc.	Se	70.00
Vacuum Company	Bu	29.88
City Seward		
Buildings/Grounds	Oper Cost	2,000.00
City Seward Electric Fund	Ut	49,437.79
City Seward Library Petty	Su	160.83
City Seward Payroll Account	Payroll	128,752.47
City Seward Petty Cash Fund	Su, Meals	222.44
Consolidated Management	Meals	243.00
Constellation Newengergy	Ut	97.46
Control Services Inc	Bu	539.57
Cross & Sons Inc	Su	215.00
Delta Dental	Ins	1,308.45
Farmers Coop Seward	Su	11,575.06
Fast Mart	Su	10.50
Fastenal Company	Re, Su	103.93
Ford Credit Dept	Lease	17,852.46
Gerdes, Jared	Mi	144.90
Gerhold Concrete Co Inc	Su, Re	5,230.99
Graybar	Eq	165.70
Great Plains Communication	Se	514.00
Hach Company	Su	1,292.76
Hawkins Inc	Su	779.00
Hireright Solutions Inc	Se	135.35
Hydraulic Equipment Service	Re	1,385.73
Internal Revenue Service	PCORI Fee	91.52

September 1, 2015

Jackson Services Inc	Ma	109.94
Johnson Service Company	Ma	1,989.00
Kriz-Davis Co	Su	933.04
Last Mile Network Consult	Re	42.40
Latsch'S	Su	177.00
League Ne Municipalities	Dues	14,903.00
League Ne Mun-Utilities	Dues	3,427.00
Memorial Health-Meals	Meals	2,285.51
Menards	Bu	397.78
Merle'S Garden Center	Su, Re, Ma	570.22
Mid-American Benefits Inc	Ins	1,195.89
Midwest Turf & Irrigation	Re	110.18
Mongan Painting Co Inc	Ma	38,551.00
Morse Thomas Electric	Bu	627.50
Nat'L Concrete Cutting In	Re	1,000.00
Nebraska Code Officials	Trng	260.00
Nebraska Environmental	Trng	150.00
Nebraska Health Environment	Se	453.00
Nebraska Law Enforcement	Trng	50.00
Nebraska Notary Association	Su	100.00
Nebraska Pub Pow-Des Moine	Ci	1,182.75
Neenah Foundry Inc	Su	690.00
Net-Tech Distributing Inc	Su	240.98
Odeys Inc	Su	1,484.37
Olsson Associates	Se	4,082.50
O'Reilly Auto Parts	Su, Re	107.67
Orscheln Farm & Home	Su, Gu	436.57
Pollak, Cody	Misc	15.00
Precision Tool & Machine	Su	600.00
Principal Financial Group	Ins	662.66
Quill Corp	Su	229.95
Reams Sprinkler Supply	Su	58.76
Sam'S Club (Lib-Rec-Pool)	Su, Bu, Misc	488.92
Sam'S Club (Sen Center)	Su	67.08
Seward Municipal Band Acc	Ex	5,200.00
Smith, Bruce	Ex	4,196.08
U S Cellular	Se	228.32
Watchguard Video	Eq	114.00
Wesco Distribution Inc	Su	4,294.98
Wittrock Sandblasting Inc	Re	250.00
Wolter, Gary	Ex	343.76
	CLAIMS TOTAL	<u>381,584.26</u>

Aye: Hans, Beck, Pike, Fritz, Singleton, Wilken, Schmit, Kamprath  
Nay: None  
Absent: None. Motion carried.

4. CONSIDERATION OF AN AGREEMENT WITH THE LIBRARY BOARD AND SEWARD LIBRARY FOUNDATION

City Administrator Bruce Smith presented an agreement between the City, Library Board and Seward Library Foundation and stated the agreement was developed four years ago during the construction/remodel of the lower level of the Seward Memorial Library. He stated, since this project is completed, it may not be necessary to renew the agreement. He added, if the Council does choose to renew the agreement, it is a recommendation to have it automatically renew, with the ability for any party to request it be terminated, rather than the current four-year term.

September 1, 2015

Library Director Becky Baker stated the Library Foundation and the Seward Library Board does not see the need for the agreement; however, if the Council chooses to continue with the agreement, they too prefer it be a perpetual agreement.

Councilmember Pike moved to dismiss the agreement between the City, Library Board and Seward Library Foundation. No second was heard.

Mayor Eickmeier stated that the current agreement will expire September 19, 2015 and if the Council chooses to not renew the agreement, no other action would be required.

Councilmember Pike withdrew her motion. No other action was taken.

#### 5. 2015-2016 BUDGET DISCUSSION

City Administrator Bruce Smith presented an updated draft of the proposed 2015-2016 Annual Budget.

Councilmember Schmit asked Ryan Burger (contracted City Auditor) to provide his opinion on the document with regard to basic accounting, inflows and outflows, and the effect on future years' budget given all of the current year Capital Improvement Projects are proposed to be paid through bonding.

Ryan Burger, Gabriel, Burger, Else, CPA, 135 N 5<sup>th</sup> St, addressed the Council and stated that he did receive the City 2015-2016 Proposed Budget Document. He stated total projected revenues are approximately \$258,000 over projected expenses and maintain a 28% reserve balance, which follows a past practice of between 20%-30%. He stated there are projections to bond approximately 4.75 million in utility projects, which he feels would be covered through increased utility rates. He said the projected 3.74 million in general obligation bond projects would require an annual \$315,000 in debt service payment (financed over 15 years at 3.25%). He said, not knowing the projected revenues or expenses, this is close to a breakeven point, assuming each year would have similar projections. He said bonding significantly more could create issues quickly. He stated the City cannot amend the levy once it is established; however, they could amend the budget for bonding purposes.

Councilmember Kamprath inquired as to whether the projected 5.764 million for the rail campus development was realistic. City Administrator Smith stated this would not be a City obligation. Assuming the rail campus development was the Hot Mill Project, the developer has been informed that they would have to pay the electric infrastructure upfront, with the potential for rebates based on usage. He said his goal would be for the developer to pay all of the infrastructure upfront or obtain their own bonding.

Councilmember Beck stated the City Council has not had an update on the Hot Mill Project and feels there is a request to pass a budget, which includes the Project, without having information on the project. City Administrator Smith stated the Project Hot Mill is still in the negotiation stages and any decisions would have to come to the City Council. The budget lists potential expenditures, which he feels are accurate as to what would be Tax Increment Financing and developer costs.

Mayor Eickmeier stated, other than the land purchase, there aren't any other City costs on the project. He said the budget provides for a placeholder for expenditures. The Rail Campus development costs as well as the golf course purchase are placeholders, but there is still a lot of information to gather and continued negotiations to take place.

September 1, 2015

City Administrator Smith stated that since he is not hearing the Council request any changes to the proposed 2015-2016 budget document, he will move forward with publishing the notice of public hearing for September 15. No action was taken.

6. CITY ADMINISTRATOR REPORT

Councilmember Pike moved, seconded by Councilmember Singleton, that the City Administrator's Report dated September 1, 2015 be accepted.

Aye: Hans, Beck, Fritz, Pike, Singleton, Wilken, Schmit, Kamprath  
Nay: None  
Absent: None. Motion carried.

7. FUTURE REQUESTS FOR COUNCIL AGENDA ITEMS OR ADMINISTRATIVE ACTION

None

8. ANNOUNCEMENT OF UPCOMING EVENTS

Seward Student Council Homecoming Parade - September 25, 2015 - 1:30 p.m.; Beginning at Methodist Church parking lot South on 5<sup>th</sup> Street to Band Shell.

9. MOTION TO ADJOURN

Councilmember Singleton moved, seconded by Councilmember Pike, that the September 1, 2015 City Council Meeting adjourn.

Aye: Hans, Beck, Fritz, Pike, Singleton, Wilken, Schmit, Kamprath  
Nay: None  
Absent: None. Motion carried.

THE CITY OF SEWARD, NEBRASKA

---

Joshua Eickmeier, Mayor

---

Bonnie Otte  
Assistant Administrator  
Clerk-Treasurer  
Budget & Human Resources Director