

City of Seward, NE

Tuesday, April 19, 2016

Regular Session

Item G1

CONSIDERATION OF APPROVAL OF DRAFT MINUTES OF APRIL 5, 2016 - Bonnie Otte

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

Staff Contact:

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The Seward City Council met at 7:00 p.m. on Tuesday, April 5, 2016, with Mayor Joshua Eickmeier presiding and Deputy Clerk/Finance Director/Assistant Treasurer Marilyn D. Varner recording the proceedings. Upon roll call, the following Councilmembers were present: Jon Wilken, Ellen Beck, Dean Fritz, Barbara Pike, John Singleton, Chris Schmit, Richard Hans. Other officials present: City Administrator Bruce Smith, City Attorney Kelly Hoffschneider. Absent: Councilmember Sid Kamprath, Assistant Administrator/Clerk-Treasurer/Budget & Human Resources Director Bonnie Otte.

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. APPROVAL OF MINUTES OF MARCH 15, 2016 COUNCIL MEETING

Councilmember Pike moved, seconded by Councilmember Singleton, that the minutes of the March 15, 2016 City Council meeting be approved.

Aye: Singleton, Schmit, Hans, Wilken, Beck, Fritz, Pike

Nay: None

Absent: Kamprath. Motion carried.

2. 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

4-5-16

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.

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A 1 Janitorial Supp.	Su	346.23
Acushnet Co.	Su	802.37
Alamar Uniforms	Se	258.44
Aldrich Melvin	Ex	90.00
Alliance Technologies	Se	2,728.79
Ameritas Life Insurance	Ins	5,787.75
Bloebaum Nickalas	Ex	90.00
Bruning State Bank	Lease	2,200.00
Callaway Golf	Su	1,413.14
Capital Business-Cheyenne	Ma	90.00
Chase Card Service		3,995.77
Ted's Montana Grill	Meal	35.18
Intl Code Council	Trng	93.00
Cenex CRVS	Ex	46.43
Hyatt	Meal/Ex	903.11
Twin Peaks Rest	Meal	30.00
Pappadeaux	Meal	100.00
Jay Bros	Meal	46.00
Wendys	Meal	8.08
Alley Rose	Meal	23.59
Red Lobster	Meal	67.11
Hampton Inn	Trng	407.88
Amazon	Su	316.79
Avanquest.com	Su	19.99
Chargepoint	Misc	25.00
Walmart	Su/Eq	324.87
Home Depot	Su	66.30
Tractor Supply	Re	371.06
Menards	Eq	75.05
Weathertech MacNeil	Su	248.37
Lou & Mary Anne's, Bee	Su	738.25
Appleonlinestore	Bu	31.03
Befour Inc	Su	79.50
Paypal Supersas	Su	61.60
Durham Ellis	Su	223.90
Redemption Credit	Misc	-346.32
City Seward Buildings/Grounds	Oper	3,000.00
City Seward Library Petty	Su	206.45
City Seward Payroll Account	Payroll	117,317.70
Constellation Newengergy	Ut	1,845.65
Continental Fire/Alarm	Bu	497.85
Creative Prod. Sourcing	Su	844.09
Danko Emergency Equip.	Re	407.09
Delta Dental	Ins	1,515.35
Dutton-Lainson Co	Re	10,584.42
Emergency Medical Prod.	Su	251.07
Fast Mart	Se	8.00
Fastenal	Re/Su	358.65
Gene'S Electric	Su	20.00
Gerhold Concrete Co	Ma/Se	1,927.02
Graham Tire	Re	75.00
Graybar	Ci	2,965.76
Great Plains Communication	Se	586.00
Hansen Dan	Ex	90.00
Hawkins Inc	Su	835.57
Helmlink Printing Inc	Su	208.00
Hireright LLC	Se	98.70
Hobson Automotive & Tire	Re	186.33
Hughes Brothers	Su	161.00

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Husker Electric Supply Co	Re/Bu	303.59
Hutcheson Engineering	Re	981.00
Hydraulic Equipment Serv.	Re	115.10
J E O Consulting Group	Se	1,110.00
Jackson Services	Ma	8.37
Janicek Gary	Ex	90.00
Johner Randy	Ex	90.00
Kriz-Davis	Un	3,122.67
Last Mile Network	Se	145.30
Latsch'S	Su	9.49
League Ne Municipalities	Trng	394.00
League Ne Mun-Utilities	Trng	2,835.00
Lincoln Journal-Star	Ex	315.00
Lincoln Winwater Works	Su	239.72
Macneil Automotive	Eq	248.37
Memorial Health-Meals	Su/Ex	3,289.01
Menards	Su	231.81
Merle'S Flower Shop	Se	30.98
Merle'S Garden Center	Su/Gu	107.48
Mid-American Benefits	Ins	3,181.66
Midwest Turf & Irrigation	Re	250.45
Miers Robert M	Ex	90.00
Nate's On The Nine	Ex	326.35
Nebraska Door & Window	Bu	2,325.00
Nebraska Equipment	Su/Re	153.32
Nebraska Health Environment	Se	229.00
Nebraska Property/Evidence	Dues	50.00
Nebraska Roads Dept	Ci	9,342.73
Nebraska Rural Water	Dues	275.00
Nebraska Treasurer	Ex	52.38
Net-Tech Technology	Re	1,357.89
Odeys	Su	606.00
O'Keefe Elevator Co	Ma	1,833.12
O'Kief John	Ex	90.00
Olsson Associates	Ma	6,563.73
O'Reilly Automotive	Su	145.71
Orscheln	Su/Re/Gu	588.74
Overhead Door Co Of Columbus	Bu	360.25
Peavey Lynn Co	Su	258.25
Peterson Ross	Eq	182.32
Plains Equipment Group	Re	22.99
Policky Brandon A	Ex	90.00
Pollak Cody	Ex	90.00
Pollak Douglas W	Ex	90.00
Power Service	Re	262.63
Precision Tool & Machine	Su	200.26
Principal Financial Group	Ins	704.39
Quill Corp	Su	210.44
Resco Electric Utility	Eq	56.88
Richtig Tim L	Ex	90.00
Sack Lumber Company	Bu	15.79
Salt Creek Software	Eq	6,141.87
Sam's Club (Lib-Rec-Pool)	Su	161.43
Sam's Club (Sen Center)	Su	578.15
Schaefer Troy	Ex	90.00
Seward Electronics	Bu	139.20
Seward Kiwanis Club	Ma	282.00
Seward Machine & Tool	Re	93.00
Seward Volunteer Fire	Transfer	7,500.00
Smith Bruce	Ex	100.00

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Smith Michael	Ex	90.00
Sports Express	Su	2,187.80
St P J Supply Inc	Su	312.22
Suhr & Lichty Ins.	Ins	3,478.00
Supplyworks	Su	359.65
Time Warner Cable	Se	80.69
U S Cellular	Ex	223.49
United Health Care	Ins	49,913.95
Verizon Wireless	Se	117.32
Watchguard Video	Eq	39.00
Wesco Distribution Inc	To	134.82
Claims Total		<u>\$277,576.95</u>

Aye: Schmit, Hans, Wilken, Beck, Fritz, Pike, Singleton

Nay: None

Absent: Kamprath. Motion carried.

3. CONFIRMATION OF MAYOR'S APPOINTMENTS

Councilmember Pike moved, seconded by Councilmember Singleton, that Mayor Eickmeier's appointment of Corey Gray to the Civil Service Commission for a 5-year term (until June, 2019, replacing Mary Meyer) be confirmed.

Aye: Singleton, Schmit, Hans, Wilken, Beck, Fritz, Pike

Nay: None

Absent: Kamprath. Motion carried.

4. CONFIRMATION OF APPOINTMENT OF BOB CORE TO THE POSITION OF PARK/RECREATION/CEMETERY/GOLF DIRECTOR

Councilmember moved Hans, seconded by Councilmember Schmit, that Mayor Eickmeier's appointment of Bob Core as Park/Recreation/Cemetery/Golf Director be confirmed.

Aye: Wilken, Beck, Fritz, Pike, Singleton, Schmit, Hans

Nay: None

Absent: Kamprath. Motion carried.

Deputy Clerk/Finance Director/Assistant Treasurer Marilyn Varner administered the Oath of Office to Mr. Core.

5. CONSIDERATION OF SPECIAL DESIGNATED LIQUOR PERMIT FOR BOTTLE ROCKET BREWING, LLC & HAIN-WIEMER LLC DBA RED PATH GALLERY TO SERVE ALCOHOL AT PLUM CREEK PARK BASEBALL FIELD, 2111 KAROL KAY BLVD FOR LINCOLN SALTDogs EXHIBITION GAME

Councilmember Singleton, moved, seconded by Councilmember Schmit, that the Special Designated Liquor Permits for Bottle Rocket Brewing, LLC & Hain-Wiemer LLC DBA Red Path Gallery to serve alcohol at Plum Creek Park Baseball Field, 2111 Karol Kay Boulevard, for the Lincoln Saltdogs Baseball Exhibition Game on May 12, 2016 be approved.

Aye: Schmit, Hans, Wilken, Beck, Fritz, Pike, Singleton

Nay: None

Absent: Kamprath. Motion carried.

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10. CONSIDERATION OF MANAGER APPLICATION OF ROSS PACKETT, COBBLESTONE HOTEL & SUITES RETAIL CLASS I LIQUOR LICENSE

Mayor Eickmeier moved Agenda Item No. 10 relating to the manager application for the Retail Class I Liquor License for Cobblestone Hotel & Suites.

Moved by Councilmember Singleton, seconded by Councilmember Pike, that Ross Packett be recommended for approval as Manager of Cobblestone Hotel & Suites Retail Class I Liquor License.

Aye: Schmit, Hans, Wilken, Beck, Fritz, Pike, Singleton

Nay: None

Absent: Kamprath. Motion carried.

6. PRESENTATION ON SEWARD FOUNDATION

Ryne Seaman reviewed that the Seward Foundation is a supporting organization that was formed in 1981. The Foundation is a 509(a)3 tax-exempt entity, which continues to grow. Mr. Seaman explained that the Foundation was designed to support other organizations (charitable and educational functions of the Seward School District or City of Seward.) Foundation membership includes two members of the City Council, two members from the School District and three at-large members from the Seward area. Meetings are held in February, May and November on the second Wednesday of the month. Mr. Seaman mentioned that one of the latest requests funded by the Foundation was the Seward Memorial Library's Early Literacy Station/After-School Edge Equipment. Currently, the Foundation has a balance of \$656,915.80, of which \$56,136.46 is available for grants. The largest grant approved was for \$15,000.00. The Foundation accepts donations of any amount. The Foundation awards grants of interest only--no principal has ever been spent.

Mr. Seaman was thanked for his presentation.

7. CONSIDERATION OF SEWARD FOUNDATION GRANT APPLICATION

Assistant Park Director Bob Core presented a \$19,604.00 Seward Foundation grant application as a joint venture with the Seward Public Schools to purchase an 80" Aera-Vator with seedbox to be used for aeration and reseeding of the Public School and City grass turf areas. Mr. Core explained that this equipment would be very useful, as it does not disrupt the ground surface. The equipment vibrates with tines, cutting aeration and seeding time. The life expectancy of this equipment is ten to fifteen years.

Councilmember Singleton moved, seconded by Councilmember Pike, that the \$19,604.00 Seward Foundation grant application as a joint venture with the Seward Public Schools to purchase an 80" Aera-Vator with seedbox to be used for aeration and reseeding of the Public School and City grass turf areas be approved and forwarded to the Seward Foundation (contingent on Seward School District approval).

Aye: Schmit, Hans, Wilken, Beck, Fritz, Pike, Singleton

Nay: None

Absent: Kamprath. Motion carried.

8. CONSIDERATION OF PARTNERSHIP WITH BLUE RIVER PET RESCUE IN OPERATION OF AN ANIMAL SHELTER

Dr. Daniel Ellis, 1187 Augusta Drive, (President of Blue River Pet Rescue) gave an overview of their organization's mission. City and surrounding areas have many homeless, suffering dogs and cats. The BRPR strives to find homes (through a no-kill shelter) for these animals. No recognized shelters exist

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in Seward County at the present time. Lincoln has the Capital Humane Society and York has the Adopt-A-Pet facility, but the distance between these two is great. No impound facilities exist within the City, which could benefit law enforcement. Out of the thirty first-class cities in Nebraska, four have no pet facilities (Crete Schuyler, Nebraska City, Seward).

Dr. Ellis explained that in 2011, a 501(c)3 organization was formed to accept donations which are tax-deductible. The BRPR operates through foster homes (5-10) for dogs and cats, with more difficulty in finding homes for cats. Since its start, BRPR has rehomed 100 dogs/cats, and has turned away 150 dogs/cats. They have received over 200 calls requesting pickup of animals. BRPR has purchased a lot at the end of Cottonwood Road (west of Casey's south of Seward) with the goal of campaigning to raise funds for a building which would house 15-20 dogs, including a community cat room, isolation kennels for new/diseased animals, adoption room, outdoor exercise area, etc. A potential facility could serve law enforcement needs for animals which are picked up.

Dr. Ellis explained that BRPR would like to work with the City to operate an animal shelter, explaining the following two options:

- 1) BRPR raising funds, with City securing grant funds to develop a facility. BRPR would turn the facility over to the City with the support of BRPR (foundation to support) and work to develop an interlocal agreement.
- 2) BRPR to raise funds and request additional funding from LB 840 Economic Development or Seward Foundation to develop facility, providing impounding services with financial support from the City.

Dr. Ellis explained that the Council has shown support for a pet facility in the past.

Annual operation costs of a pet facility were discussed. Dr. Ellis estimated \$100,000 or less, with one to one-and-one-half employees (\$30,000 to \$50,000 annual pay range). Volunteers could be utilized at an animal facility (similar to library or senior center). If facility is not staffed at all times, a keypad entry system would allow law enforcement to access kennels for stray animals which have been picked up. The current Police budgeted amount for dog kennel fees is \$5,000.00.

Dr. Ellis requested the Council to review options, with his return in approximately one month for more discussion.

9. CONSIDERATION OF AGREEMENT WITH JEO CONSULTING GROUP FOR PRELIMINARY ENGINEERING SERVICES FOR THE KAROL KAY BLVD., BADER AVE.- HILLCREST DR. PROJECT

Administrator Smith explained that some property adjustments were made on the Karol Kay Boulevard, Bader Avenue to Hillcrest Drive Project, requiring a supplemental agreement.

Councilmember Singleton introduced the following resolution:

RESOLUTION NO. 2016-07

Whereas: City of Seward and JEO Consulting Group, Inc., have previously executed a Preliminary Engineering Services Agreement (BK1329) for a transportation project for which the Local Public Agency (LPA) would like to obtain Federal funds;

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Whereas: City of Seward understands that it must continue to strictly follow all Federal, State and local laws, rules, regulations, policies and guidelines applicable to the funding of this Federal-aid project; and

Whereas: City of Seward and JEO Consulting Group, Inc., wish to enter into a preliminary engineering services supplemental agreement setting out modifications and/or additional duties and/or funding responsibilities for the Federal-aid project.

Be It Resolved: by the City Council of the City of Seward, Nebraska that:

Joshua Eickmeier, Mayor of the City of Seward, is hereby authorized to sign the attached Final Design Engineering Services Supplemental Agreement No. 2 between the City of Seward, and JEO Consulting Group, Inc.

NDOR Project Number: URB-6763(1)

NDOR Control Number: 13161

NDOR Project Description: Karol Kay Blvd., Bader-Hillcrest

Councilmember Singleton moved, seconded by Councilmember Pike, that the resolution be adopted. Upon vote, the following Councilmembers voted Aye: Schmit, Hans, Wilken, Beck, Fritz, Pike, Singleton; Nay: None; Absent: Kamprath.

Adopted this 5th day of April, 2016 at Seward, Nebraska.

THE CITY OF SEWARD, NEBRASKA

ATTEST:

Joshua Eickmeier
Mayor

Marilyn D. Varner
Deputy Clerk/Finance Director/
Assistant Treasurer

(SEAL)

11. CONSIDERATION OF APPROVAL TO ADVERTISE FOR BIDS TO POWER WASH, INSPECT & PAINT THE INTERIOR AND EXTERIOR OF THE NORTH WATER TOWER

Water/Wastewater Director Tim Richtig explained that the north water tower is in need of cleaning, inspection and painting of the interior and exterior. In requesting bids for these services, the City would have firm figures to include in the 2016-2017 Budget.

Councilmember Singleton moved, seconded by Councilmember Schmit, that the City be authorized to advertise for bids to power wash, inspect and paint the interior and exterior of the north water tower, including alternate bids for repairs to the overflow system and exterior logo.

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

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12. CONSIDERATION OF ADDING SIX ADDITIONAL GOLF CARTS TO GOLF CART LEASE

Administrator Smith explained the need for additional golf carts at the Seward Community Golf Course, since some previous cart owners now are leasing.

Moved by Councilmember Singleton, seconded by Councilmember Pike, to approve the golf cart lease addendum with the Bruning State Bank to add six 2016 gas golf carts for the Seward Community Golf Course.

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

13. CITY ADMINISTRATOR REPORT

Administrator Smith reviewed that the auger/press needs replacement on the Muffin Monster at the Wastewater Plant. These repairs will be made from budgeted funds for plant repairs.

Councilmember Beck moved, seconded by Councilmember Singleton, that the City Administrator's Report dated April 5, 2016 be accepted.

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

14. FUTURE REQUESTS FOR COUNCIL AGENDA ITEMS OR ADMINISTRATIVE ACTION

Councilmember Beck reviewed the process for the Seward County Chamber & Development Partnership in that the City would need to appoint an ex-officio non-voting member on the Board of Directors. It was determined that the Mayor is the ex-officio, but he could have the City Administrator act on his behalf at their meetings.

15. ANNOUNCEMENT OF UPCOMING EVENTS

- A. National Library Week Finale - April 16, 8:00 a.m. to 2:00 p.m., located on S. 5th Street and parking lot east of Seward Memorial Library
- B. Run to Restore 5K Run/Walk - April 16, 9:00 a.m. to 10:30 p.m., Plum Creek Trail, E. Pinewood Ave., N. Columbia Ave., College Ave., Brommer Dr., Hillcrest Dr.

16. MOTION TO ADJOURN

Councilmember Singleton moved, seconded by Councilmember Pike, that the April 5, 2016 City Council Meeting be adjourned.

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

THE CITY OF SEWARD, NEBRASKA

Joshua Eickmeier
Mayor

Marilyn D. Varner
Deputy Clerk/Finance Director/Assistant Treasurer