

Regular Council Meeting

September 5, 2018

The Wakefield City Council met in a regular meeting on September 5, 2018, in the Council Chambers at 407 Main Street at 5:30 P.M. with the following present: Mayor Loofe, Council Members Eaton, Clay, Soderberg, and Hansen. Also present: City Administrator Litchfield, City Attorney Miner, Utility Foreman Mogus, Administrative Coordinator Decker, and Clerk Dolen.

Visitors present: Mike Pommer, Mike Wirth, Heather Jordan, Mardell Holm, Joe Brown, Matt Conley, Megan Weaver, Rod Hanson, Alan Johnson, Sam Utecht, Lori Utecht, Julie Thomsen, Rod Hanson, Jim Stout, Tammie Mogus, Brian Miller, Kaye Hilsinger, Kevin Peters, Ruth Peters, Nancy Schramm, Kelli Colvard, Kaitlyn Colvard, Cindy Thompson

Mayor Loofe opened the meeting at 5:30 P.M.

Mayor Loofe noted that the meeting was preceded by due and legal notice in three places at least 72 hours prior to the meeting and by publishing the same in the Wakefield Republican on August 30, 2018.

Mayor Loofe informed those present of the Nebraska Open Meetings Law, and where a copy of such was posted in the Council Chambers for review.

Mayor Loofe opened the public hearing for the Fiscal Year 2018-2019 Budget at 5:31 P.M.

Mike Pommer addressed the council on the proposed 2018-2019 Fiscal Year. He said total tax asking for 2018 – 2019 would be \$384,500.00, which would keep the mill levy at \$.50. He pointed out where the changes that the council had made at the special council meeting on August 30, 2018 were located at within the budget.

With nobody else wishing to speak for or against the proposed 2018-2019 Fiscal Year Budget, Councilman Hansen moved to close the public hearing. Councilman Clay seconded the motion. On a roll call vote, the following voted aye: Hansen, Eaton, Clay, Soderberg. The following voted nay: None. Motion carried, public hearing closed at 5:42 P.M.

Councilman Hansen then moved to amend the minutes from the August 8, 2018 regular council meeting to change the Michener Street Grant application showing the application to reflect the replacing of four blocks instead of five. Soderberg seconded the motion. On a roll call vote, the following voted aye: Eaton, Clay, Soderberg, Hansen. The following voted nay: None. Motion carried.

Councilman Eaton moved to approve the minutes from the August 8, 2018 meeting as amended. Councilman Clay seconded the motion. On a roll call vote, the following voted aye: Clay, Soderberg, Hansen, Eaton. The following voted nay: None. Motion carried.

Councilman Eaton moved to approve the August 2018 Treasurer's Report. Councilman Hansen seconded the motion. On a roll call vote, the following voted aye: Soderberg, Hansen, Eaton, Clay. The following voted nay: None. Motion carried.

Councilman Eaton moved to amend the budget as previously published in the Park Fund, Fire Fund, and Street Fund. Councilman Clay seconded the motion. On a roll call vote, the following voted aye: Hansen, Eaton, Clay, Soderberg. The following voted nay: None. Motion carried.

Councilman Eaton then moved to approve the 2018-2019 Fiscal Year Budget. Councilman Hansen seconded the motion. On a roll call vote, the following voted aye: Eaton, Clay, Soderberg, Hansen. The following voted nay: None. Motion carried.

Councilman Eaton then introduced Resolution 13-2018 setting the final tax asking for Fiscal Year 2018-2019 at \$384,500.00, and moved for it final passage. Councilman Soderberg seconded the motion. On a roll call vote, the following voted aye: Clay, Soderberg, Hansen, Eaton. The following voted nay: None. Motion carried.

Rod Hanson then addressed the council on the Civic Center Project. He said the new completion date is set for the end of September. Councilman Clay moved to approve Pay Request #11 for \$151,533.90 to Global Engineering. Councilman Hansen seconded the motion. On a roll call vote, the following voted aye: Soderberg, Hansen, Eaton, Clay. The following voted nay: None. Motion carried.

Hanson then addressed the council on the Storm and Sidewalk Project. He said all that remained on the project was the flashing beacon on 7th Street crossing Highway 35. Councilman Hansen moved to approve Pay Request #2 for \$23,168.48 to Mark Albeneisus Inc. Councilman Clay seconded the motion. On a roll call vote, the following voted aye: Hansen, Eaton, Clay, Soderberg. The following voted nay: None. Motion carried.

Heather Jordan then addressed the council on behalf of the Wakefield Care Center. They will be holding a fundraiser on October 27, 2018 from 11:00 A.M. to 3:00 P.M., and would like to close off Walnut Street from 3rd Street to 4th Street. Councilman Eaton moved to approve blocking off Walnut Street between 3rd and 4th Street on October 27, 2018 from 10:00 AM to 4:00 P.M. Councilman Clay seconded the motion. On a roll call vote, the following voted aye: Eaton, Clay, Soderberg, Hansen. The following voted nay: None. Motion carried.

AJ Johnson then went before the council on behalf of Sidelines Bar and Grille to request approval for a Special Designated Liquor License. Sidelines would like to operate the license on September 22, 2018 from 2:00 P.M. to 1:00 A.M. in conjunction with the BBQ Bash King of the Wings contest. Councilman Clay moved to approve the Special Designated License application for Sidelines Bar and Grille. Councilman Eaton seconded the motion. On a roll call vote, the following voted aye: Clay, Soderberg, Hansen, Eaton. The following voted nay: None. Motion carried.

Jim Stout then addressed the council on behalf of the Wakefield Heritage Organization. Stout requested the abandonment of City right of way on First Street across from the Depot in order to grind some of the curb along First Street for additional public parking. Councilman Eaton moved to approve the cutting of the curb on the South side of First Street for 72 feet, more or less, pursuant to the WHO obtaining a permit from the City. Councilman Hansen seconded the motion. On a roll call vote, the following voted aye: Soderberg, Hansen, Eaton, Clay. The following voted nay: None. Motion carried.

Councilman Eaton then introduced Resolution #14-2018 to approve the purchase agreement for Gustafson Estates 2nd Addition, Lot # 2 to Brian Miller, and moved for its final passage. Councilman Hansen seconded the motion. On a roll call vote, the following voted aye: Hansen, Eaton, Clay, Soderberg. The following voted nay: None. Motion carried.

Councilman Soderberg then moved to approve Building Permit # 25-2018 for the new construction of a single family home on Gustafson Estates 2nd Addition, Lot #2. Councilman Clay seconded the motion. On a roll call vote, the following voted aye: Eaton, Clay, Soderberg, Hansen. The following voted nay: None. Motion carried.

Councilman Soderberg then introduced Resolution #15-2018 to approve the purchase agreement for Gustafson Estates 2nd Addition, Lot # 5 to Jeff Keagle, and moved for its final passage. Councilman Hansen seconded the motion. On a roll call vote, the following voted aye: Clay, Soderberg, Hansen, Eaton. The following voted nay: None. Motion carried.

Approval of a purchase agreement for Lot # 9 was tabled.

Mayor Loofe then read aloud Ordinance #5-2018 confirming the sale of Gustafson Estates 2nd Addition, Lot #4.

Councilman Eaton introduced Ordinance # 5-2018 and moved to waive the three readings. Councilman Clay seconded the motion. On a roll call vote, the following voted aye: Soderberg, Hansen, Eaton, Clay. The following voted nay: None. Motion carried.

Councilman Clay then moved for the final passage of Ordinance #5-2018 confirming the sale of Gustafson Estates 2nd Addition, Lot #4 to Matt Brenn and Emma Kubik. Councilman Hansen seconded the motion. On a roll call vote, the following voted aye: Hansen, Eaton, Clay, Soderberg. The following voted nay: None. Motion carried.

Mayor Loofe then read aloud Ordinance #6-2018 confirming the sale of Lot 1, Block 31 of the West Addition.

Councilman Eaton introduced #6-2018 to confirm the sale of Lot 1, Block 31 of the West Addition and moved to waive the three readings. Councilman Hansen seconded the motion. On a roll call vote, the following voted aye: Eaton, Clay, Hansen, Soderberg. The following voted nay: None. Motion carried.

Councilman Hansen then moved for final passage of Ordinance # 6-2018 confirming the sale of Lot 1, Block 31 of the West Addition to Sebade Construction. Councilman Clay seconded the motion. On a roll call vote, the following voted aye: Clay, Soderberg, Hansen, Eaton. The following voted nay: None. Motion carried.

Mayor Loofe then read aloud Ordinance #7-2018 confirming the sale of Lots 2 & 3 of the Rose Addition.

Councilman Soderberg introduced Ordinance # 7-2018 and moved to waive the three readings. Councilman Eaton seconded the motion. On a roll call vote, the following voted aye: Soderberg, Hansen, Eaton, Clay. The following voted nay: None. Motion carried.

Councilman Eaton then moved for final passage of Ordinance #7-2018 confirming the sale of Lots 2 & 3 of the Rose Addition to Eric and Traci Riewer. Councilman Clay seconded the motion. On a roll call vote, the following voted aye: Hansen, Eaton, Clay, Soderberg. The following voted nay: None. Motion carried.

A request to open the alley south of Oak Street Market was tabled.

Megan Weaver then updated the council on the Rural Workforce Housing Program. She stated that several loans have been approved totaling over a half a million dollars to date, and that she expects the State to release their funds shortly.

The council then briefly discussed lot prices for the South Main.

Mayor Loofe then opened the Public Hearing regarding a potentially dangerous dog at 6:32 P.M.

Attorney Miner handed the elected officials copies of the dangerous dog City ordinance and read aloud for everyone present. He explained that the incident in question took place was filed with the Dixon County Sheriff's office on July 9, 2018, and that Administrator Litchfield mailed the dog owner certified notice of a potentially dangerous dog on August 15, 2018. Kay Hilsinger then came before the council to protest that her dog was potentially dangerous.

Kevin Peters spoke before the council in favor of the dog.

Joe Brown spoke before the council against the dog.

Zach Dolen spoke before the council against the dog.

Attorney Miner advised the council they had 15 days to reach a decision as to whether or not to rule Hilsinger's dog as potentially dangerous. With nobody else wishing to speak for or against the potentially dangerous dog, Councilman Eaton moved to close the public hearing. Councilman Clay seconded the motion. On a roll call vote, the following voted aye: Hansen, Eaton, Clay, Soderberg. The following voted nay: None. Motion carried, public hearing closed at 7:31 P.M.

Councilman Eaton then moved to approve the request for Drawdown #7 for NAHTF grant # 15-TFHP-35028 for \$1,798.96. Councilman Hansen seconded the motion. On a roll call vote, the following voted aye: Clay, Soderberg, Hansen, Eaton. The following voted nay: None.

The council then again discussed lot prices

Utility Foreman Mogus gave his monthly report:

- A. The water valve at 6th and Johnson has been replaced.
- B. The curb stop at 3rd and Highland was replaced but still needs reseeded.

- C. Tree removal still taking place.
- D. All new concrete poured this summer has been sealed.
- E. Well #2 is down; Christensen Well is working to repair.
- F. Posts have been ordered for radar signs, everything else is here.
- G. Second Street parking signs are ordered and will be installed soon.

Administrator Litchfield gave his monthly report:

- A. Sales Tax
- B. Legislative Update
- C. Establishing Projects and Priorities
- D. Civic Center
- E. Dump Truck – potential lease to own option with more bids being acquired
- F. Several building permits potentially being submitted which may require a special meeting

The reports and recommendations from the following committees:

- A. Police Review – Vehicles being tagged, one property cited
- B. Community Redevelopment Authority – minutes in packet
- C. Planning Commission – No report given
- D. Park Board – No report given
- E. Library Board – Minutes in packet
- F. Civic Center Board – Fundraising efforts in progress
- G. Fire Department – House burn on August 27,2018 was successful, HazMat training renewal
- H. Citizen Advisory Committee – No report given
- I. Cemetery Board – Minutes in packet
- J. Hatchery Board – No report given
- K. Rehab Board – No report given
- L. Tree Board – No report given

The following claims were present

Claims		
General Fund -10		
American Broadband	Communications	198.64
Black Hills Energy	Heat	78.61
City Light	Utilities	91.13
Dollar General	Supplies	54.90
Krier Technologies	Office Expense	119.00
LaRue	Supplies	23.33

League	Conference	375.00
Litchfield, Debbie	Cleaning	50.00
Litchfield, Jim	Mileage	400.00
Miller Bldg Supply	Supplies/Maint	129.58
Miner Law Office	Legal	909.00
Miner Law Office	Legal	1,854.00
Olsson Associates	Surveying	693.46
Employee Wages		9,297.34
TOTAL		14,273.99

Police Fund -11

American Broadband	Communications	124.70
Dept of Ag	Animal Control	175.00
TOTAL		299.70

Street Fund -20

Baders	Street Maint	3,893.00
Barco	Improvements/New	305.58
City Light	Utilities	60.14
Colonial Research	Shop Supplies	163.08
Dollar General	Street Maint	42.25
Graves Park Forever	Sidewalk Incentive	842.00
Grossenburg	Rental/Maintenance	600.00
Klein Electric	Maintenance	1,100.50
Miner Law Office	Legal	225.00
Miller Bldg Supply	Other	118.17
Sooland Bobcat	Transportation Maint	199.12
Employee Wages		1,446.50
TOTAL		8,995.34

Park Fund - 30

City Light	Utilities	1,243.06
Klein Electric	Ballfield Maintenance	67.50
Miller Bldg	Field/Graves Maint	852.14
TOTAL		2,162.70

Pool Fund - 40

Black Hills Energy	Heat	88.92
City Light	Utilities	850.75
Miller Bldg Supply	Supplies/Maint	16.65
Employee Wages		5,806.07

TOTAL	6,762.39
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Fire Department Fund -50

American Broadband	Communications	75.74
Black Hills Energy	Heat	45.42
City Light	Utilities	113.28
Johnson, Donna	Maintenance	50.00
TOTAL	284.44	

Library Fund- 70

American Broadband	Communications	127.29
Black Hills Energy	Heat	50.22
Centurion Technologies	Maintenance	129.50
City Light	Utilities	341.61
Demco	Supplies	252.32
Leaf	Maintenance	258.71
Employee Wages		3,722.75
TOTAL	4,882.40	

Cemetery Fund-80

Miller Bldg Supply	Supplies	32.74
White Dog Lawn Service	Labor	300.00
Employee Wages		859.96
TOTAL	1,192.70	

Hatchery Fund-90

Johnson Welding	Maintenance	13.17
Miller Bldg Supply	Maintenance	2.62
TOTAL	15.79	

Landfill Fund-60

Gill Hauling	City Wide Clean-up	
Gill Hauling	Contracted Labor	
Miner Law Office	Legal	90.00
TOTAL	90.00	

Electric Fund-01

American Broadband	Communications	109.31
Black Hills Energy	Fuel	62.83
Black Hills Energy	Heat	89.93
Daum Tree Service	Maintenance	2,393.00

DHHS Drinking Water	Training	380.00
LaRue	Supplies	52.60
League - Utilities Section	Dues	925.00
Marco	Maintenance	663.60
Miner Law Office	Legal	81.00
NAQS	Contracted Labor	2,759.37
NMPP Energy	Training	75.00
NPPD	Electricity Purchase	253,865.51
Northeast Nebr. Public Power District	Electricity Purchase	8,168.65
Ray's Pumping	Improvements	1,350.00
Wayne Community Housing Corp	Grant Pledge	140,000.00
Verizon	Communications	65.45
Western Environmental Service	Contracted Labor	5,700.00
Employee Wages		6,362.83
TOTAL		422,994.77

Water Fund-02

Boeckenhauer, Donna	Repair reimbursement	45.56
City Light	Utilities	1,713.35
DHHS - Lab	Testing	334.00
Miller Bldg Supply	Supplies	6.99
Olsson & Associates	Improvements	254.00
One Call Concepts	Locates	33.99
Rasmussen Mechanical Service	Maintenance	1,179.50
Sargent Drilling	Contract Labor	750.00
Todd's Sod Farm	Maintenance	240.04
Employee Wages		3,551.40
TOTAL		8,108.83

Sewer Fund-03

American Broadband	Communications	32.94
City Light	Utilities	47.98
Miner Law Office	Legal	527.75
Penro	Improvements	8,044.10
Roto Rooter	Maintenance	3,000.00
Employee Wages		4,003.54
TOTAL		15,656.31

Sales Tax Fund-08

Mark Albenesius	Infrastructure	23,168.48
Milo Meyer Construction	Infrastructure	8,812.50

Miner Law Office	Legal	1,377.00
Miner Law Office	Legal	513.00
Olsson & Assoc	Improvements	4,138.78
TOTAL		38,009.76

Civic Center - 06		
Global Engineering	Improvements/New	151,533.90
Olsson and Associates	Engineering	2,784.34
TOTAL		154,318.24

New Construction Housing #15-TFHP-35028-23		
TOTAL		
		0.00
TOTAL ALL FUNDS		678,047.36

ed:

Councilman Hansen moved to approve the claims. Councilman Clay seconded the motion. On a roll call vote, the following voted aye: Soderberg, Hansen, Eaton, Clay. The following voted nay: None. Motion carried.

Councilman Clay moved to adjourn the meeting. Councilman Soderberg seconded the motion. On a roll call vote, the following voted aye: Hansen, Eaton, Clay, Soderberg. The following voted nay: None. Motion carried, meeting adjourned at 8:14 P.M.

**Closed sessions may be necessary for the public interest or for the prevention of needless injury to the reputation of an individual and if such an individual has not requested a public meeting.

Mike Loofe, Mayor

State of Nebraska)

County of Dixon)

City of Wakefield)

I, the undersigned City Clerk of Wakefield , Nebraska, do certify that all the subjects in the attached proceedings, were contained in the agenda for the meeting on September 5, 2018 kept current and 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 to the meeting, that said minutes were in written form and available for public inspection within ten working days prior to the next convened meeting of said body.

Zach Dolen, City Clerk