

Regular Council Meeting

April 11, 2018

The Wakefield City Council met in a regular meeting on April 11, 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, Administrative Coordinator Decker, and Clerk Dolen.

Visitors present: Matt Smith, Pam Adams, Shane Morris, Megan Weaver, Leslie Bebee, Tim Bebee, Mike Wirth, Ken Slama, Patty Wurdeman, Mike Renning

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/or by publishing the same in the Wakefield Republican on April 5, 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 regarding an amendment to the Redevelopment Plan at 5:31 P.M.

Mayor Loofe opened the public hearing regarding an amendment to the Economic Development Plan at 5:31 P.M.

Councilman Soderberg moved to approve the minutes from the March 21, 2018 meeting as written. Councilman Hansen seconded the motion. On a roll call, the following voted aye: Hansen, Eaton, Clay, Soderberg. The following voted nay: None. Motion carried.

Councilman Hansen moved to approve the March 2018 Treasurer's report. 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.

Theresa Miner then addressed the council regarding the proposed amendment to the Redevelopment Plan. She explained the Second Amendment would include reiteration of the First Amendment along with broad language allowing the CRA to give the City money in the form of a grant or a loan towards an Economic Development Director as long as the language in the job description includes redevelopment.

With nobody else wishing to speak for or against the proposed amendment to the Redevelopment Plan, Councilman Eaton moved to close the public hearing. 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, public hearing closed at 5:52 P.M.

Miner then addressed the council about the proposed amendment to the Economic Development Plan. The amendment would contain language to include workforce housing.

With nobody wishing to speak for or against the proposed amendment to the Economic Development Plan to include Workforce Housing, Councilman Clay moved to close the public hearing. 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, public hearing closed at 5:54 P.M.

Councilman Clay introduced Resolution 6-2018 approving the second amendment to the Redevelopment Plan 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 Eaton then introduced Ordinance 1-2018 allowing for an amendment to the Economic Development Plan. 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 Eaton then moved to waive the three readings of Ordinance 1-2018. 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.

Councilman Clay then moved for final passage of Ordinance 1-2018. 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.

Representatives from American Broadband then addressed the council on the updates for internet speed in Wakefield. The company is planning to install the fiber to accommodate the higher internet speed in the next month.

Patty Wurdeman then addressed the council requesting to opt-out for City trash services. Attorney Miner went over the requirements as stated in the City ordinance. After discussing several options, Attorney Miner recommended the most suitable option would be for the council to consider the transfer station in Wayne as a permitted facility to take her garbage to. Councilman Eaton moved to consider the Wayne Transfer Station is a permitted facility. 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.

Councilman Eaton then moved to reimburse Wurdeman for February and March garbage fees, if it is possible. Councilman Soderberg seconded the motion. On a roll call vote, the following voted aye: Eaton, Clay, Soderberg, Hansen. The following voted nay: None. Motion carried.

Ken Slama then addressed the council regarding the purchase of City owned property north of the levee currently being leased to Larry Sherer for farm ground. Sherer is no longer going to farm the property and is also in the process of selling his land to Slama. Councilman Eaton introduced Res 7-2018 providing for the sale of 4.5 acres, more or less, to Slama for \$1,500.00. 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.

Matt Smith then addressed the council on the Civic Center Project. Smith said the project remains on track for completion in August. Smith stated Change Order #2 was due to replacing concrete that was curling inside of the future Senior Center. Councilman Eaton moved to approve Change Order #2 for an increase of \$13,774.00. Councilman Soderberg seconded the motion. On a roll call vote, the following voted aye: Soderberg, Hansen, Eaton, Clay. The following voted nay: None. Motion carried.

Councilman Hansen then moved to approve Pay Request #6 for \$124,875.00 to Global Engineering. 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.

Smith then updated the council on the Highway 35 Water Improvement Project. He said that services were going to start being put in tomorrow and sidewalks to be poured immediately after with completion expected to be in 3-4 weeks, weather permitting.

Smith then addressed the council regarding the 7th Street Sidewalk Project. He said due to the amount of water that flows in the ditch running east from Highway 35 parallel to 7th Street, it will not be possible to tube the ditch. Smith gave an estimate of \$108,000 to tube the ditch running north adjacent to Highway 35 from 8th Street north to 7th Street. The engineers estimate for sidewalk from Highway 35 east to the Trail is \$45,000. Smith will bring back price estimates for alternative ideas to improve the ditch area along 7th Street to the May meeting.

Attorney Miner then discussed a proposed lease agreement brought forth for the RV camping area currently being constructed. Councilman Soderberg moved to approve the proposed lease agreement. Councilman Eaton 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 8-2018 approving the sale of Lot #8 in Gustafson Estates 2nd Addition and moved for final passage. 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.

Discussion on a new construction building permit was postponed until construction plans could be presented.

Megan Weaver then updated the council on the Workforce Housing Grant. She said the application had been submitted and Department of Economic Development will notify applicants in April.

The council then discussed the Rental Inspection Program.

The Utility Foreman report was in the packet.

The City Administrator gave his monthly report:

- A. Sales Tax - \$2,585.88 will be deducted from April payment
- B. Legislative Update – LB 389 failed
- C. Economic Development Subcommittee – next meeting April 23, 2018

- D. Camper Pads – Klein Electric hopes to start next week
- E. Electric Contract – Northeast has switched to Big Rivers

The recommendations and reports from the following committees:

- A. Police Review- Street light out by Lazy Acres, building codes enforcement discussed
- B. Community Redevelopment Authority – Minutes in packet
- C. Planning Commission – Minutes in packet
- D. Park Board – Minutes in packet
- E. Library Board – Minutes in packet
- F. Civic Center Board - No report given
- G. Fire Department – 2nd Annual Fun in the Park July 7, 2018
- H. Citizen Advisory Committee – Minutes in packet
- I. Cemetery Board – No report given
- J. Hatchery Board – No report given
- K. Rehab Board – No report given
- L. Tree Board – Longtime members to be honored on April 27, 2018 at school

The following claims were presented:

Claims		
General Fund -10		
American Broadband	Communications	178.98
Black Hills Energy	Heat	72.37
Appeara	Office Expense	31.82
City Light	Utilities	151.66
Cubby's	Other	62.94
Dixon Co Clerk	Legal/Admin	28.00
Dolen, Zach	Mileage	179.30
Dolen, Zach	Insurance Stipend	300.00
Litchfield, Debbie	Cleaning	50.00
Litchfield, Jim	Mileage, Phone, Insurance Stip	820.00
Loofe, Mike	Mileage	114.45
Miner Law Office	Legal	1,000.00
Olsson Assoc	Engineering	1,357.15
Select Fire & Safety	Maintenance	75.93
Visa	Office Exp/Conference/Other	163.10
Wayne Co Clerk	Legal/Admin	232.00
Woodbury Co Extension	Conference	35.00
Employee Wages		9,270.34
TOTAL		14,123.04

Police Fund -11

American Broadband	Communications	122.54
Days Door	Maintenance	174.50
Dixon Co Sheriff	Contracted Labor	37,623.90
TOTAL		37,920.94

Street Fund -20

Barco	Maintenance	70.56
City Light	Utilities	75.33
Cubby's	Fuel	392.25
Grainger	Transportation Maintenance	34.10
Grossenburg	Rental	600.00
Lorensen Lumber	St Maintenance	1,650.88
Miller Bldg Supply	Supplies	56.73
NAPA	Maint/Supplies	47.54
Olsson Assoc.	Improvements/New	5,074.59
Visa	Postage	6.70
Employee Wages		264.00
TOTAL		8,202.12

Park Fund - 30

City Light	Utilities	80.33
Miller Bldg Supply	Supplies/Maint	43.92
Select Fire & Safety	Maintenance/Repair	75.93
TOTAL		200.18

Pool Fund - 40

City Light	Utilities	17.72
Wakefield Republican	Advertising	157.85
Wayne Stater	Advertising	22.00
TOTAL		197.57

Fire Department Fund -50

American Broadband	Communications	73.20
Black Hills Energy	Heat	250.03
City Light	Utilities	167.48
Johnson, Donna	Maintenance	50.00
TOTAL		540.71

Library Fund- 70

American Broadband	Communications	126.19
Barnes and Noble	Books	534.22

Black Hills Enery	Heat	53.47
Center Point Large Print	Books	261.76
City Light	Utilities	206.29
Constellation Energy	Heat	168.13
Leaf	Office Expense	18.68
Olympia Book Corp	Books	519.76
Select Fire & Safety	Maintenance	75.93
Employee Wages		3,735.50
TOTAL		5,699.93

Cemetery Fund-80

Visa	Equipment	209.98
Employee Wages		406.62
TOTAL		616.60

Hatchery Fund-90

Brown Plumbing/Htg	Maintenance	
TOTAL		0.00

Landfill Fund-60

Gill Hauling	City Wide Clean-up	50.00
Gill Hauling	Contracted Labor	6,535.50
TOTAL		6,585.50

Electric Fund-01

American Broadband	Communications	109.40
Appeara	Shop Supplies	210.03
Black Hills Energy	Heat	461.17
Black Hills Energy	Fuel	62.83
Black Stone Labs	Maintenance	28.00
Bomgaars	Supplies	66.25
C ornhusker State Industries	Comm. Development	78.00
Cubby's	Fuel/Office Exp	203.95
Decker, Nicki	Insurance Stipend	300.00
Gothier, Paul	Phone Stipend	120.00
Grainger	Supplies	386.38
Lawson	Supplies	71.29
Miller Bldg Supply	Supplies	31.98
NAQS	Contracted Labor	4,860.00
NMPP Energy	Dues	890.79
NPPD	Call Center, Labor	2,230.67

Northeast Nebr. Public Power District	Legal	5.14
One Call Concepts	Other	13.89
T&R Electric	Improvements	4,175.00
Utility Equipment Co	Supplies	2,965.35
Utility Equipment Co	Improvements	4,581.79
Visa	Postage	265.03
Select First & Safety	Maintenance	75.93
WAPA	Electricity Purchase	16,558.53
Woodbury Co Extension	Conference	35.00
Employee Wages		6,354.26
TOTAL		44,821.23

Water Fund-02

City Light	Utilities	1,717.90
Core and Main	Maintenance	69.76
Cubby's	Fuel	197.62
Fastenal	Maintenance	213.76
Hawkins	Chemicals	682.18
Lorensenn Lumber	Maintenance	125.40
Miller Bldg Supply	Supplies	13.99
Olsson & Associates	Improvements	185.40
Pretzer, Jon	Phone Stipend	120.00
Select Fire & Safety	Maintenance	75.93
Utility Equipment Co	Supplies	1,166.13
VISA	Testing	13.40
Employee Wages		3,427.80
TOTAL		8,009.27

Sewer Fund-03

American Broadband	Communications	32.13
City Light	Utilities	108.94
Cubbys	Fuel	70.98
Miller Bldg Supply	Maintenance	24.97
Mogus, Mike	Insurance Stipend	300.00
Roto Rooter	Maintenance	610.00
Utility Equipment Co	Supplies	235.00
Visa	Postage	3.75
Employee Wages		3,865.55
TOTAL		5,251.32

Sales Tax Fund-08

Dixon Co Clerk	Legal	16.00
TOTAL		16.00

Civic Center - 06

Cubby's	Other	
Global Engineering	Improvements/New	124,875.00
Olsson and Associates	Engineering	457.82
TOTAL		125,332.82

New Construction Housing #15-TFHP-35028-23

TOTAL		
		0.00
TOTAL ALL FUNDS		257,517.23

Councilman Hansen moved to approve the claims as presented. 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 Soderberg moved to adjourn the meeting. 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, meeting was adjourned at 7:27 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 March 21, 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 prior to the meeting, that said minutes were in written form and

available for the public inspection within ten working days and prior to the next convened meeting of said body.

Zach Dolen, City Clerk