

REGULAR COUNCIL MEETING
January 11, 2017

The Wakefield City Council met in a regular meeting on December 14, 2016 in the Council Chambers at 407 Main Street at 5:30 p.m. with the following present: Mayor Loofe, Council Members Clay, Thomsen, Soderberg and Eaton. Also present: City Administrator Litchfield, City Attorney Miner, and Clerk Dolen. Administrative Coordinator Decker was absent.

Visitors Present: Mike Wirth, Ken Thomsen, Lyle Ekberg, John Geiser, Merlin Felt, Mike Pommer, Rod Hanson

Mayor Loofe opened the meeting at 5:30 p.m.

Mayor Loofe noted that this meeting was preceded by due and legal notice by posting notice in three places at least 72 hours prior to the meeting and/or by publishing notice of the same in the *Wakefield Republican* on January 5, 2017.

Mayor Loofe informed those present of the Nebraska open meetings law and where a copy of such was posted in the Council Chambers and available for review.

Councilman Eaton moved to approve the minutes from December 14th as written. 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 moved to approve the minutes from the December 19th Special Meeting as written. 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 Soderberg then moved to approve the December 14th Treasurer's report. 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.

Discussion on Pool Bond Reissuance was tabled.

The council then discussed leasing the 40 acres. It was determined that there were approximately 11 or 12 acres remaining after Cottonwood Street was poured and the recent purchase of a lot. There was discussion the worth of the City splitting the remaining farmable ground. Councilman Clay then moved to approve Felt Farms request to continue renting the ground for hay. 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.

Lyle Ekberg then addressed the council representing the Volunteer Fire Department. He requested the council authorize the contracting of a bookkeeper to keep records for the Fire Department and Rural Department. He said that there was much more paperwork than there used to be and has concerns with volunteers becoming burnt out without being compensated for their time. Councilman Eaton moved to authorize a contract laborer to perform bookkeeper duties. Councilman Clay seconded the motion. On a roll call vote, the following voted aye: Soderberg, Hansen. The following voted nay: None. Motion carried.

Councilman Eaton then moved to introduce Ordinance 1-2017 confirming the Industrial Tract lot sale to Viaero Wireless. 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 Soderberg then moved to waive the three readings of Ordinance 1-2017. 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 Hansen then moved for final passage of Ordinance 1-

2017. 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. Rod Hanson then updated the council on the erosion control coming off the Gustafson Property. Hanson said an ideal timeline for the grading project would be to bring plans back to the Council in February, open the project up for bids in March, accept a bid at the April meeting, with dirtwork hopefully beginning in late April or early May. The council agreed that Hanson should bring the plans back to present to the council in February to get the process started.

Mike Pommer then addressed the council on the results of his Annual Audit.

Utility Supt. Mogus gave his monthly report:

Removed snow only once so far
Christmas Day wind storm cleanup complete
Still removing old trees, many more to take down
Waiting for good snow cover to burn trees at the dump

Administrator Litchfield gave his monthly report

Sales tax: City should meet the debit obligation in January, with the next debit not taking place until next December
Legislative update: 17 new senators
Trail Project: Shut down for winter
Civic Center update: Working on financing details
Scott Storm house update: Test results are back and showed small amount of asbestos in 3 areas. Asbestos scheduled to be removed next week. Fire Department would like to burn the house for training in March
Elected officials conference in March, need to sign up by February if interested.
1 and 6 Year Street: Council needs to begin prioritizing what they would like to see done.

Reports

Police Review: 3rd and Winter, 7th and Maple Street lights out. ATV licenses due.
Park Board – Working on grants
Planning Commission- Minutes in the packet
Cemetery – No report
Library – No report
Hatchery – Ribbon Cutting January 12th
Fire Department – No report
CAC – Minutes in packet
CRA – Minutes in packet

Mayor Loofe then set Arbor Day for April 28, 2017

The following claims were presented:

Claims		
General Fund -10		
American Broadband	Communications	168.58
Appeara	Supplies	63.64
City Light	Utilities	154.43
Community Club	Membership Dues	40.00

Cubby's	Office Expense	36.52
Debbie Litchfield	Cleaning	50.00
Jim Litchfield	Mileage, Phone Stipend	520.00
Dollar General	Office Expense	33.00
La Rue	Supplies	59.76
Mike Pommer	Audit	1,050.00
Miner Law Office	Admin/Legal	378.00
Staples	Office Expense	90.25
Quality 1 Graphics	ATV Decals	108.00
Visa	Postage/Office Expense	8.93
Wakefield Community Schools	Liquor License Fees	2,120.00
Wakefield Republican	Publications	246.54
Employee Wages		9,050.46
TOTAL		14,178.11

Police Fund -11

American Broadband	Communications	121.90
Dixon County Sheriff	Contracted Labor	
TOTAL		121.90

Street Fund -20

Barco Municipal	Improvements/St. Maintenance	631.94
Cubby's	Fuel	351.08
Grossenburg	Rental/Maintenance	1,659.28
Miller Building Supply	Supplies/Transport Maint	171.18
NAPA	Maintenance/Supplies	112.34
NENEDD	Grant Admin 15-PW-009	1,080.00
NENEDD	Grant Admin 14-PW-008	952.42
Olsson and Associates	Johnson St Project	157.22
Olsson and Associates	Cottonwood St Project	404.37
Stan Houston	Supplies	146.03
Steffen Truck Equip	Street Maintenance	894.08
Wakefield Health Care Center	Skid Loader Payment	3,572.21
Wakefield Republican	Publications	42.75
Employee Wages		1,045.00
TOTAL		11,219.90

Park Fund - 30

City Light	Utilities	101.28
Miller Building Supply;	Ballfield Maintenance	3.29
TOTAL		104.57

Pool Fund - 40

American Red Cross (Visa)	Training	200.00
City Light	Utilities	30.38
Employee Wages		
TOTAL		230.38

Fire Department Fund -50

American Broadband	Communications	63.81
Black Hills Energy	Heat	404.36
Brown Plumbing & Heating	Furnace Repair	79.95
City Light	Utilities	179.11
Cubby's	Fuel/Maintenance	119.10
Donna Johnson	Cleaning	50.00
Ekberg Auto Repair	Truck Maintenance	914.07
FireCatt	Maintenance	1,805.25
Johnson Welding	Maintenance	75.00
Napa Auto	Supplies	166.90
Overhead Door	Maintenance	685.25
TOTAL		4,542.80

Library Fund- 70

Barnes and Noble	Books	119.13
Barnes and Noble	Books	184.78
Black Hills Energy	Heat	83.27
Ingram	Books	20.20
Leaf	Maintenance	150.00
One Source One Solution	Maintenance	83.97
Paper and Ink	Maintenance	19.00
Employee Wages		2,803.19
TOTAL		3,463.54

Cemetery Fund-80

Martin Gravedigging	Open / Close	450.00
Employee Wages		302.40
TOTAL		752.40

Hatchery Fund-90

City Light	Utilities	141.70
Jason Sears Flooring	Improvements/New	200.00
Miller Building Supply	Drywall/Improvements	707.66

Napa Auto	Improvements/New	
TOTAL		1,049.36

Landfill Fund-60

Gill Hauling	Contracted Labor	5,690.25
Gill Hauling	City Wide Clean-up	50.00
TOTAL		5,740.25

Electric Fund-01

American Broadband	Communications	89.12
Appeara	Maintenance	143.09
Black Hills Energy	Heat	707.66
Black Hills Energy	Fuel	62.83
Bierschbach Eqpt	Supplies	117.00
Bomgaars	Supplies/ Improvements	627.74
Central States Lab	Supplies	329.39
City Light	Utilities	80.39
Colonial Research	Maintenance	179.95
Cubby's	Fuel/Supplies	164.87
Dollar General	Supplies	14.10
Paul Gothier	Phone Stipend	120.00
Hall's Safety Eqpt	Supplies	153.65
Kriz-Davis	Supplies	142.20
Klein Electric	Supplies/ Improvements	672.46
Marco	Maintenance	329.35
Mike Pommer	Audit	1,050.00
Miller Building Supply	Maintenance/Supplies	80.27
Miner Law Office	Admin Legal/Audit	45.00
Northeast Nebr. Public Power District	Wheeling Charges	7,851.00
Northeast Nebr. Public Power District	Admin Legal/Audit	70.31
Temple Display Ltd	Christmas Lighting	562.59
Verizon Wireless	Communications	77.82
Visa	Utililty Bill Postage	329.00
Visa	Day Planners	61.18
Western Area Power Admin	Electricity Purchase	23,505.76
Wesco	Supplies/ Improvements	2,240.05
Employee Wages		6,230.61
TOTAL		46,037.39

Water Fund-02

City Light	Utilities	1,710.55
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Cubby's	Fuel	82.34
Dept of Health & Human Services	Testing	98.00
Klein Electric	Improvements (Rose Property)	300.00
Mike Pommer	Audit	1,050.00
Miller Bldg Supply	Supplies	6.78
Municipal Automation & Control	Well Maintenance	137.97
Municipal Supply Inc	Maintenance	309.96
Olsson & Associates	Highway 35 Main Project	293.66
Jon Pretzer	Phone Stipend	120.00
Rasmussen Mechanical Svcs.	Maintenance	807.80
Visa	Postage	25.55
Employee Wages		3,405.00
TOTAL		8,347.61

Sewer Fund-03		
American Broadband	Communications	32.07
City Light	Utilities	147.62
Cubby's	Fuel	135.72
Klein Electric	Maintenance	45.00
Mike Pommer	Audit	1,050.00
NDEQ	Certification Exam Fees	150.00
One Call Concepts	Locate Fees	14.64
Employee Wages		3,822.86
TOTAL		5,397.91

Sales Tax Fund-08		
Environmental Solutions	Building Inspection	467.00
Miner Law Office	Admin/Legal	232.00
Olsson and Associates	South Main Addition	1,492.38
TOTAL		2,191.38

DED Fund		
TOTAL		0.00

New Construction Housing #15-TFHP-35028-23		
TOTAL		0.00
TOTAL ALL FUNDS		103,377.50

Councilman Soderberg moved to approve payment of the claims. 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 Clay then moved to adjourn the council meeting. Councilman Hansen seconded the motion. On a roll call vote, the following voted aye: Clay, Soderberg, Hansen, Eaton. The following voted nay: None. Meeting adjourned at 6:49 PM

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

Mike Loofe, Mayor

State of Nebraska)
County of Dixon)ss
City of Wakefield)

I, the undersigned City Clerk of Wakefield, Nebraska, certify all of the subjects in the attached proceedings were contained in the agenda for the meeting on January 11, 2017 kept continually current and available for public inspection at the office of the City Clerk; that such subjects were contained in the said agenda for at least twenty-four hours prior to the meeting, that the said minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body.

In witness whereof, I have, here unto set my hand this 12th day of January 2017 .

Zach Dolen, City Clerk