

REGULAR COUNCIL MEETING

April 12, 2017

The Wakefield City Council met in a regular meeting on April 12, 2017 in the Council Chambers at 407 Main Street at 5:30 P.M. with the following present: Mayor Loofe, Council Members Soderberg, Hansen, Eaton and Clay. Also present: City Administrator Litchfield, City Attorney Miner, Utility Foreman Mogus, Administrative Coordinator Decker, and Clerk Dolen.

Visitors Present: Rod Hanson, Ed Haglund, Mike Wirth, Tammie Mogus, Adam Ulrich, Leslie Bebee, Kristin Beatty, John Geiser

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

Mayor Loofe noted that this 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 6, 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 the March 13, 2017 meeting as written. 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 Eaton moved to approve the March 2017 Treasurer's report. 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.

Bernie Gill addressed the council on renewal of the garbage contract which is scheduled to expire in May, 2017. He said citizens would be able to keep the 18 gallon bins if they chose to do so, or have the larger 64 gallon carts delivered. After some discussion on whether the entire population would be assessed the higher rate associated with having a recycling cart, Gill said he would be willing to bill on a per customer basis so that each household could choose whether or not they wanted the larger carts. Councilman Clay moved to introduce Resolution 6-2017 and authorize the mayor to sign the proposed contract with Gill Hauling for either \$15.50 with a recycling cart, or \$14.25 for garbage service with the smaller recycling container. Councilman Soderberg seconded the motion. On a roll call vote the following voted aye: Eaton, Clay, Soderberg, Hansen. On a roll call vote, the following voted nay: None. Motion carried

Councilman Eaton then introduced Ordinance 3-2017 confirming the sale of Lot 1, Gustafson Estates, 2nd Addition to the City of Wakefield, Wayne County, Nebraska, to Michael and Christine Salmon, and moved to waive the three readings. 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 Hansen then moved for final passage of Ordinance 3-2017. 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; the sale was confirmed.

Rod Hanson then addressed the council regarding the approval of bids for the South Main Grading Project. He said bids ranged from \$128,000 to over \$200,000, and that Flewelling had the low bid. The City has never worked with this company before, and Hanson said their references checked out well and also that they are a third generation family-owned company. Hanson recommended the council approve the bid. Phase I has a target completion date of June 1, 2017, and Phase II is targeted to be completed by June 15, 2017. Councilman Eaton moved to approve the bid. 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.

Hanson then updated the council on the Highway 35 Water Improvement project. He said approximate cost was between \$280,000-\$290,000. The whole project would include 4 blocks from 4th to 7th Streets. After discussing whether to break up the project into two segments or complete all at once, it was determined that the project would be most cost and time efficient to do both phases as one project. The council advised Hanson to make the plans accordingly to be presented to the council in May, with the intention to go out for bids in June.

Hanson then updated the council on the Industrial Road project. He said if the plans were approved, the bids would be opened May 9, 2017 and provided to the Council for the regular May meeting. Councilman Eaton moved to approve the plans and authorize Olsson to go out for bids. 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.

Mayor Loofe then addressed the council on behalf of the American Legion requesting approval for a Special Designated Liquor License. He said it was for the BRAN event coming to town on June 8, 2017. The Legion would like to fence off a portion of Main Street in front of the Legion Hall for the event and there would be some sort of live entertainment yet to be determined there that evening. Councilman Eaton moved to approve the request for a Special Designated Liquor License on June 8, 2017. Councilman Hansen seconded the motion. On a roll call vote, the following voted aye: Eaton, Clay, Soderberg, Hansen. The following vote nay: None. Motion carried.

The council discussed contracting a new service for a Mass Communication system for community wide alerts. After a discussion on the potential benefits for a different avenue of communication, Councilman Clay moved to approve signing a one year contract with a CivicReady Subscription to try the service out. 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 Eaton then moved to approve the Down Payment Assistance Guidelines adopted on March 13, 2017, as amended. 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.

The Council then discussed proposed amendments to the new Big Rivers contract. The amendments clarified certain provisions regarding wind and other alternative sources of energy that could be purchased by the City under the contract. Councilman Clay moved to approve the amendments to the Big Rivers contract and authorize the Mayor to sign. 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 change the next three regular council meeting dates for the upcoming months of May, June, and July, 2017, to May 17, 2017, June 21, 2017, and July 19, 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 Eaton introduced Resolution 5-2017 regarding setting a hearing date of May 17, 2017, at 5:45 o'clock P.M. on the proposal to annex a certain tract of land into the corporate limits of the City, said tract located in the SW ¼ of Section 33, Township 27 North, Range 5, East of the 6th P.M., Dixon County, Nebraska (as more specifically described in the text of the Resolution) and moved for passage. 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 approve the public hearing date for rezoning Gustafson Estates 3rd Addition for May 17, 2017 at 6:00 o'clock PM. 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.

Teresa Soderberg then gave the Council an update on the Gardner Public Library.

Utility Foreman Mogus gave his monthly report:

- A. Several street signs have been replaced
- B. Seeding has begun in areas that were torn up last fall
- C. Potholes are currently being filled.
- D. Putting rock in alleys and at the park
- E. Sanitary survey has been conducted, and there was indication given that Wellhouse #2 will have to be replaced

Adminstrator Litchfield gave his monthly report:

- A. Sales tax – Unexpected debit next month
- B. Legislative update – Online sales tax legislation, Ag land re-evaluation
- C. Community Center update
- D. Storm House Fire Dept. completed a controlled burn on April 8, 2017.
- E. NPPD abritration
- F. Wind Projects – 2 companies City is in dialogue with

- G. Radar Speed Signs – estimates in packet. Councilman Hansen moved to approve the purchase of 2 radar speed signs for the North and South Entrance coming into town on Highway 35 from Elan City for the amount of \$5,380.00. Councilman Clay seconded the motion. On a roll call vote, the following voted aye: Hansen, Eaton, Clay, Soderberg. The following voted nay: None.
- H. Elected officials laptop proposals – estimate in packet
- I. Council coffee feedback

Reports

- A. Police Review – City wide clean up May 6th, no streetlights out, park cameras to be installed, discussion of action on nuisance properties
- B. Rehab Board – No report given
- C. Park Board – Old shelter house is going to be taken down. Pee Wee press box being rebuilt. Restroom to be added to west Shelter House.
- D. Planning Commission – No report given
- E. Library Board – No report given
- F. Cemetary Board – No report given
- G. Tree Board – No report given
- H. Hatchery Board – No report given
- I. Health Board – No report given
- J. Fire Department – Chief Ulrich gave his report, the Storm House included 12 different departments. Firefighter 1 class in process of taking written final exams. 3 structure fires, 1 grass fire, and 2 car fires in March
- K. Citizen Advisory Committee – No report given
- L. Community Redevelopment Authority – No report given
- M. Community Center Committee – No report given

The following claims were presented:

Claims		
General Fund -10		
American Broadband	Communications	168.76
Appeara	Maintenance	31.82
City Light	Utilities	138.60
Dollar General	Office Expense	14.00
Debbie Litchfield	Cleaning	50.00
Jim Litchfield	Mileage/Phone Stipend	520.00
Lazy Acres	Office Expense	110.76
Mike Loofe	ACEC Mileage Reimbursement	107.00
Miller Bldg Supply	Supplies	95.02

Shopko	Office Expense	8.39
Visa	Office Expense/Conf Lodging/Postage	2,424.55
Zach Dolen	Conference Mileage Reimbursement	214.00
Employee Wages		9,177.46
TOTAL		13,060.36

Police Fund -11

American Broadband	Communications	122.06
Dixon County Sheriff	Contracted Labor	28,604.60
TOTAL		28,726.66

Street Fund -20

Barco	Street Maintenance	346.68
Bomgaars	Street Maintenance	6.87
City Light	Utilities	72.80
Cubby's	Fuel	174.93
Grossenburg	Rental	600.00
Lorensen Lumber	Street Maintenance	4,101.12
Menards	Supplies	153.58
Midwest Service & Sales	Street Maintenance	547.50
Miller Building Supply	Maint, Supplies	228.05
NAPA	Transportation Maintenance	64.32
Olsson and Associates	Industrial Road Design	15,200.00
Robertson Implement	Supplies	9.00
Steffen Truck Eqpt	Street Maintenance	359.75
Utility Equipment Co	Improvements/New	491.97
Employee Wages		429.00
TOTAL		22,785.57

Park Fund - 30

City Light	Utilities	20.00
Cubby's	Fuel	42.52
Miller Bldg Supply	Ballfield Maint/Supplies	76.09
NAPA	Graves Park Maintenance	50.03
Tnemec	Maintenance	239.35
TOTAL		427.99

Pool Fund - 40

City Light	Utilities	17.72
Wayne Herald	Advertisement	276.00

Wayne Stater	Advertisement	176.00
Employee Wages		
TOTAL		469.72

Fire Department Fund -50

American Broadband	Communications	63.95
Black Hills Energy	Heat	226.14
City Light	Utilities	190.74
Cubby's	Fuel/Groceries	408.97
Ekberg Auto Repair	Maintenance	314.50
Feld Fire	Maintenance/Supplies	320.30
Donna Johnson	Cleaning	50.00
Johnson Welding	Maintenance	26.39
Miller Bldg Supply	Maintenance/Supplies	62.99
Napa Auto	Supplies	26.56
TOTAL		1,690.54

Library Fund- 70

American Broadband	Communications	132.93
Barnes and Noble	Books	50.38
Black Hills Energy	Heat	105.12
City Light	Utilities	197.24
Center Point Large Print	Books	177.36
Center Point Large Print	Books	177.36
Constellation Energy	Heat	330.00
Demco	Books	174.91
Doubleday	Books	57.96
Heather Boatman	Office Expense Reimburse	50.18
Ingram	Books	1,099.13
Leaf	Maintenance	157.50
Leaf	Maintenance	82.50
Library Journal	Books	101.99
Miller Bldg Supply	Supplies	8.69
NebraskaLand Magazine	Subscription	44.00
Nebraska Libraray Commission	Annual Fees	500.00
Omaha World Herald	Books	19.95
One Source One Solution	Maintenance	78.86
One Source One Solution	Maintenance	41.13
Penworthy	Books	158.25
Recorded Books, Inc	Books	333.33
Susan Davis	Books	16.00

Nebraska Extension Wayne Co	Office Expense	40.71
Wakefield Community Club	Membersip	40.00
Wakefield Republican	Printing	10.00
Employee Wages		2,889.99
TOTAL		7,075.47

Cemetery Fund-80

Wakefield Republican	Publications	3.00
Miller Bldg Supply	Maintenance	23.45
Employee Wages		434.40
TOTAL		460.85

Hatchery Fund-90

South Side Glass	Improvements/New	3,400.00
Miller Building Supply	Maintenance/New	
TOTAL		3,400.00

Landfill Fund-60

Krier Technology	Computer Repair	102.50
Gill Hauling	Contracted Labor	5,690.25
Gill Hauling	City Wide Clean-up	324.40
TOTAL		6,117.15

Electric Fund-01

American Broadband	Communications	89.24
Amsterdam	Supplies	465.94
Appeara	Supplies	219.80
Barco	Maintenance	329.08
Black Hills Energy	Heat	417.20
Bomgaars	Supplies	121.45
Colonial	Maintenance	181.27
Cubby's	Fuel/Grocery	73.92
Daum Tree Service	Maintenance	3,075.00
Grainger	Maintenance	239.70
Johnson Welding	Maintenance	58.69
Klein Electric	Maintenance/Improvements	2,910.30
Klein Electric	Maintenance	463.34
Krier Technology	Computer Repair	102.50
Kriz-Davis	Supplies	168.74
Miller Building Supply	Maintenance/Supplies	175.53
Napa	Transport Maint	269.01

Neb Municipal Power Pool	Dues	878.54
Northeast Nebr. Public Power District	Wheeling Charges	7,851.80
Northeast Nebr. Public Power District	Admin Legal/Audit	478.72
Northeast Nebr. Public Power District	Annexation Wheeling Charges	16,653.11
NPPD	Labor, Maintenance, Call Center	2,741.61
Omega	Supplies	23.40
Paul Gothier	Phone Stipend	120.00
Tnemec	Maintenance	631.33
Verizon Wireless	Communications	77.88
WAPA	Electricity Purchase	19,427.97
Woodbury Co Extension	Midstates Conference	35.00
Employee Wages		6,020.74
TOTAL		64,211.57

Water Fund-02

City Light	Utilities	1,816.70
Barco	Meter Supplies	700.00
Central States Lab	Supplies	660.54
Cubby's	Fuel	62.33
Dept of Health & Human Services	Testing	46.00
HD Supply	Meter Supplies	279.49
HD Supply	Supplies	2,052.50
Jon Pretzer	Mileage/Phone Stipend	345.11
Krier Technology	Computer Repair	102.50
NAPA	Maintenance/Meter Supp	67.13
Northeast Neb Tire & Trailer	Transportation Maintenance	796.00
Olsson and Associates	Highway 35 Water Main	1,563.69
One Call Concepts	Locate Fees	39.15
Rural Water Association	Conference	375.00
Utility Equipment Co	Supplies	89.07
Employee Wages		3,390.00
TOTAL		12,385.21

Sewer Fund-03

American Broadband	Communications	32.10
City Light	Utilities	197.75
Cubby's	Fuel	89.77
Krier Technology	Computer Repair	102.50
Mike Mogus	Conference Reimbursement	13.60
NAPA	Maintenance	58.84
Rural Water Association	Conference	375.00

Utility Equipment Co	Maintenance/Repair	152.52
Employee Wages		3,827.95
TOTAL		4,850.03

Sales Tax Fund-08		
Miner Law Office	Admin/Legal	
Olsson and Associates	South Main Addition	4,868.11
TOTAL		4,868.11

Civic Center - 06		
Olsson and Associates	Admin/Legal	25,965.75
TOTAL		25,965.75

New Construction Housing #15-TFHP-35028-23		
Wakefield Republican	Housing Administration	
TOTAL		0.00
TOTAL ALL FUNDS		196,494.98

Councilman Soderberg moved to approve the claims. 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 Clay moved to adjourn the meeting. Councilman Hansen seconded the motion. On a roll call vote, the following voted aye: Soderberg, Hansen, Eaton, Clay. The following voted nay: None. Meeting adjourned at 7:44 P.M.

*Closed sessions may be necessary for the protection of the 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)
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 April 12, 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 of this 13th day of April 2017.

Zach Dolen, City Clerk