

## REGULAR COUNCIL MEETING

May 17, 2017

The Wakefield City Council met in a regular meeting on May 17, 2017 in the Council Chambers at 407 Main Street at 5:30 P.M. with the following present: Mayor Loofe, Council Members Soderberg, Hansen, Clay. Also present: City Administrator Litchfield, Utility Foreman Mogus, Administrative Coordinator Decker, and Clerk Dolen. Council President Eaton was absent but excused. City Attorney Miner was absent.

Visitors present: Rod Hanson, Leslie Bebee, Ken Thomsen

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 May 11, 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.

Mayor Loofe opened the public hearing to rezone Gustafson Estates 3<sup>rd</sup> Addition at 5:30 P.M. .

Councilman Clay moved to approve the minutes from April 12, 2017 as written. Councilman Hansen seconded the motion. On a roll call vote, the following voted aye: Hansen, Clay, Soderberg. The following voted nay: None. Motion carried.

Councilman Soderberg moved to approve the April 2017 Treasurer's report. Councilman Hansen seconded the motion. On a roll call vote, the following voted aye: Clay, Soderberg, Hansen. The following voted nay: None. Motion carried.

Rod Hanson then addressed the Council regarding the Industrial Road Project. He said the only bid received was from TR Harris Co. out of Homer. Hanson said they were a reputable company and advised the council approve the bid. Councilman Soderberg moved to approve the bid for \$254,908. Councilman Hansen seconded the motion. On a roll call vote, the following voted aye: Clay, Soderberg, Hansen. The following voted nay: None. Motion carried

The Council then resumed the topic of the rezoning of Gustafson Estates. After further discussion on the zoning recommendations made by the Planning Commission, Councilman Clay moved to close the public hearing. Councilman Soderberg seconded the motion. On a roll call vote, the following voted aye: Soderberg, Hansen, Clay. The following voted nay: None. Hearing closed. Councilman Soderberg then moved to accept the recommendations of the Planning Commission to R-1 and R-2, and also moved to rename all property East of Main Street to Highway 35 as the Rose Addition. Councilman Clay seconded the motion. On a roll call vote, the following voted aye: Hansen, Clay, Soderberg. The following voted nay: None. Motion carried

Hanson then discussed the Highway 35 Water Main Improvement Project. The estimated price for the first half of the project would be \$186,000, with the whole project costing approximately \$304,000. Hanson said a lot of the savings by doing the project all at once would be realized in the mobilization of equipment and in traffic control.

Mayor Loofe then opened the public hearing at 5:47 P.M. There was nobody present to speak for or against the proposed annexation. Councilman Soderberg moved to close the public hearing. Councilman Clay seconded the motion. On a roll call vote, the following voted aye: Clay, Soderberg, Hansen. The following voted nay: None. Hearing closed at 5:49 P.M.

Councilman Soderberg then introduced Ordinance 3-2017. Councilman Clay seconded the motion. On a roll call vote, the following voted aye: Clay, Soderberg, Hansen. The following voted nay: None. Motion carried. Mayor Loofe then read Ordinance 3-2017 aloud for the first time.

The Council then discussed the bid to asphalt the Park Road from Knife River. The revised bid removed resurfacing the loop directly east of the pool for some cost savings. Councilman Hansen moved to approve the bid for \$58,326. Councilman Soderberg seconded the motion. On a roll call vote, the following voted aye: Soderberg, Hansen, Clay. The following voted nay: None. Motion carried.

The Council then discussed continuing litigation regarding the contract with NPPD. Administrator Litchfield said all other municipalities in the group have already agreed to appeal the recent arbitration ruling as well. Councilman Hansen moved to approve continuing litigation with NPPD. Councilman Soderberg seconded the motion. On a roll call vote, the following voted aye: Hansen, Clay, Soderberg. The following voted nay: None. Motion carried.

The Council then discussed hiring Guernsey to negotiate the City's Wind Project contract. Administrator Litchfield gave some estimates of the savings involved in purchasing wind from Northeast Nebraska Public Power District. Councilman Clay moved to approve entering a contract with Guernsey for negotiations. Councilman Hansen seconded the motion. On a roll call vote, the following voted aye: Clay, Soderberg, Hansen. The following voted nay: None. Motion carried.

Councilman Soderberg then moved to authorize the request for CDBG Grant # 15-PW-009 Drawdown # 11 for \$1,050.00. Councilman Clay seconded the motion. On a roll call vote, the following voted aye: Clay, Soderberg, Hansen. The following voted nay: None. Motion carried.

Councilman Soderberg then moved to amend the contract with Bob and Deb Gustafson. The purpose of the amendment is to purchase an additional 40 feet on the west end of Gustafson Estates 3<sup>rd</sup> Addition to serve as a buffer between the City's lot lines and the Gustafson farmground property. Councilman Hansen seconded the motion. On a roll call vote, the following aye: Soderberg, Hansen, Clay. The following voted nay: None. Motion carried.

Utility Foreman Mogus gave his monthly report:

- A. Pool is getting prepared to be opened. There were a couple frozen pipes over the winter and some repainting being done.
- B. An additional seasonal employee will be starting next week.
- C. Wellhouse #2 will be tinned for repairs, and Wellhouse #3 needs a new roof. The filter house needs tuck pointed.
- D. Discharging lagoons will be done by Memorial Day.
- E. Cleanup day went smoothly, approximately 13 dumpsters were filled.

Administrator Litchfield gave his monthly report:

- A. April sales tax was \$2,761.
- B. TIF legislation for rural housing failed
- C. Civic Center layout template has been provided.
- D. Trail Project has 24 working days remaining.
- E. Still waiting to hear back from NDOR for the Radar Speed Signs
- F. Council Coffee feedback was discussed.

#### Reports

- A. Police Review- 7<sup>th</sup> and Maple Street light is out. Delinquent properties discussed. Live music and beer garden in June for Bran. Obtaining estimates for Park cameras
- B. Park Board – Minutes in packet
- C. Planning Commission – Minutes in packet
- D. Library Board – Minutes in packet
- E. Cemetery Board – No report
- F. Tree Board – No report
- G. Hatchery Board – No report
- H. Fire Department – 3 EMT trainees still need to take written test
- I. Citizen Advisory Committee – No report
- J. Community Redevelopment Authority – Minutes in packet

The following claims were presented:

Claims		
General Fund -10		
American Broadband	Communications	168.76
Appeara	Maintenance	31.82
City Light	Utilities	93.42
CivicPlus	Improvements/New	466.25
Cubby's	Office Expense	8.58
Debbie Litchfield	Cleaning	50.00
Dollar General	Office Expense	42.74
Paul Eaton	Conference Mileage Reimbursement	128.40
Jim Litchfield	Mileage	400.00

League of Neb Municipalities	Finance Registration	420.00
Miner Law Office	Legal/Admin	909.00
NE NEB RC&D	Membership Dues	100.00
Olsson and Associates	Improvements/New	1,023.32
Ramada Inn Kearney	Conference Lodging	375.00
Visa	Postage/Office Expense	65.41
Wakefield Republican	Publications/Office Expense	227.60
Winners' Circle	Office Expense	70.35
Employee Wages		8,925.46
<b>TOTAL</b>		<b>13,506.11</b>

#### Police Fund -11

American Broadband	Communications	122.06
<b>TOTAL</b>		<b>122.06</b>

#### Street Fund -20

Barco	Maintenance	218.64
Bomgaars	Maintenance/Uniform	523.65
Colonial Research	Shop Supplies	118.63
Cubby's	Fuel	299.53
Grossenburg	Rental	600.00
Kenton Book	Maintenance	7,088.00
Knife River	Maintenance	680.40
Lorensen Lumber	Street Maintenance	11,418.24
Menards	Maintenance	59.98
Midwest Service & Sales	Street Maintenance/Mainr	1,345.20
Miller Building Supply	Maint, Supplies	127.33
NAPA	Transport Maint/Maint	268.08
NENEDD	Grant # 15-PW-009	180.00
Olsson & Assoc	Improvements/New	11,000.00
Robertson Implement	Maintenance	100.00
Stan Houston	Equipment Purchase	356.72
Steffen Truck Eqpt	Street Maintenance	440.86
Tennant	Transportation Maintenance	22.20
Van Diest	Supplies/Street Maint	2,166.00
Employee Wages		1,606.00
<b>TOTAL</b>		<b>38,619.46</b>

#### Park Fund - 30

City Light	Utilities	219.47
Cubby's	Fuel	58.57

Miller Bldg Supply	Ballfield Maint/Supplies	2,512.86
Northeast Neb Tire & Trailer	Maintenance	7.50
<b>Tnemec</b>	<b>Maintenance</b>	
<b>TOTAL</b>		<b>2,798.40</b>

**Pool Fund - 40**

City Light	Utilities	20.26
<b>City of Wayne</b>	<b>WSI Training Course</b>	<b>340.00</b>
Hawkins	Chemicals	3,327.72
Menards	Maintenance	3.98
Employee Wages		
<b>TOTAL</b>		<b>3,691.96</b>

**Fire Department Fund -50**

American Broadband	Communications	64.03
Black Hills Energy	Heat	39.98
City Light	Utilities	84.40
Cubby's	Fuel	193.09
Donna Johnson	Cleaning	50.00
<b>Johnson Welding</b>	<b>Maintenance</b>	<b>60.00</b>
Napa Auto	Supplies	9.98
<b>TOTAL</b>		<b>501.48</b>

**Library Fund- 70**

American Broadband	Communications	130.77
Barnes and Noble	Books	323.29
Black Hills Energy	Heat	32.29
CHASE	Amazon Card Payment	55.58
Center Point Large Print	Books	354.72
City Light	Utilities	217.05
Constellation Energy	Heat	81.60
Demco	Books	104.93
Doubleday	Books	62.43
Evan Overfelt	Maintenance	72.00
Ingram	Books	399.66
Leaf	Maintenance	82.50
One Source One Solution	Maintenance	72.14
Visa	Supplies/Memorial	219.24
Employee Wages		2,769.66
<b>TOTAL</b>		<b>4,977.86</b>

**Cemetery Fund-80**

Cubby's	Fuel	53.00
Litchfield Lawn Service	Maintenance	200.00
NAPA	Maintenance	26.31
Employee Wages		615.90
<b>TOTAL</b>		<b>895.21</b>

**Hatchery Fund-90**

Miller Building Supply	Maintenance/New	4.32
<b>TOTAL</b>		<b>4.32</b>

**Landfill Fund-60**

CivicPlus	Software (Other)	373.00
Gill Hauling	Contracted Labor	5,690.25
Gill Hauling	City Wide Clean-up	50.00
<b>TOTAL</b>		<b>6,113.25</b>

**Electric Fund-01**

American Broadband	Communications	89.24
Amsterdam	Supplies	
Appeara	Supplies	142.29
Barco	Maintenance	
Black Hills Energy	Heat/Fuel	263.35
Bomgaars	Supplies/Maint/Uniform	119.77
CivicPlus	Software	466.25
Cornhusker State Industries	Community Development	39.00
Cubby's	Fuel	110.71
CVA	Flood Levee Expense	84.05
Guernsey	Admin Legal/Audit	220.00
Krier Technology	Equipment Purchase	56.07
Kriz-Davis	Supplies	1,153.60
Lessman	Supplies	229.50
Marco	Maintenance	318.31
Miller Bldg Supply	Supplies	81.06
Napa	Transport Maint	13.99
NAQS	Contracted Labor	14,059.44
NENEDD	Dues	1,828.26
Nicki Decker	Mileage/Reimbursement	102.17
Northeast Nebr. Public Power District	Wheeling Charges	7,851.00
Northeast Nebr. Public Power District	Wheeling Charges	7,848.75
NPPD	Contracted Labor/Call Center	13,373.11

<b>NPPD</b>	<b>Electricity Purchase</b>	<b>187,137.76</b>
Robertson Implement	Maintenance	105.00
Select Fire and Safety	Maintenance	859.52
Staples	Office Supplies	234.35
Uline	Maintenance	77.03
Verizon Wireless	Communications	78.35
WAPA	Electricity Purchase	19,198.14
Employee Wages		6,116.17
<b>TOTAL</b>		<b>262,167.00</b>

#### **Water Fund-02**

City Light	Utilities	1,920.00
CivicPlus	Software	466.25
Cubby's	Fuel/Supplies	103.61
Dept of Health & Human Services	Testing	30.00
Hach	Testing	199.89
Menards	Maintenance	59.98
Miller Bldg Supply	Supplies	4.39
NDEQ	Loan Payment	26,298.60
Olsson and Associates	Highway 35 Water Main	1,430.01
Stan Houston	Equipment Purchase	356.72
Employee Wages		3,300.00
<b>TOTAL</b>		<b>34,169.45</b>

#### **Sewer Fund-03**

American Broadband	Communications	32.10
City Light	Utilities	153.00
CivicPlus	Software	466.25
Cubby's	Fuel/Supplies	46.59
<b>Dept of Roads</b>	<b>Street Supt Fees</b>	<b>50.00</b>
Hanna Instruments	Testing	106.50
Miller Bldg Supply	Maintenance	6.79
Miner Law Office	Legal/Admin	27.00
NDEQ	Loan Payment	4,711.38
Northeast Neb Tire & Trailer	Maintenance	22.50
One Call Concepts	Locate Fees	18.12
Sooland Bobcat	Maintenance	151.66
Employee Wages		3,756.75
<b>TOTAL</b>		<b>9,548.64</b>

#### **Sales Tax Fund-08**

Miner Law	Legal/Admin	261.00
Olsson & Associates	Infrastructure	4,787.36
Wakefield Republican	Publications	85.50
<b>TOTAL</b>		<b>4,872.86</b>

<b>Civic Center - 06</b>		
Olsson and Associates	Admin/Legal	1,150.00
<b>TOTAL</b>		<b>1,150.00</b>

<b>New Construction Housing #15-TFHP-35028-23</b>		
Wakefield Republican	Housing Administration	
<b>TOTAL</b>		<b>0.00</b>
<b>TOTAL ALL FUNDS</b>		<b>383,138.06</b>

Councilman Hansen moved to approve the claims. Councilman Clay seconded the motion. On a roll call vote, the following voted aye: Hansen, Clay, Soderberg. 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, Clay. The following voted nay: None. Meeting adjourned at 7:01 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

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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 May 17, 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 18<sup>th</sup> day of May 2017.

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Zach Dolen, City Clerk