

REGULAR COUNCIL MEETING

JULY 19, 2017

The Wakefield City Council met in a regular meeting on July 19, 2017 in the Council Chambers at 407 Main Street at 5:30 P.M. with the following present: Mayor Loofe, Council Members Eaton, Clay, Soderberg, Hansen. Also present: City Administrator Litchfield, City Attorney Miner, Utility Foreman Mogus, Administrative Coordinator Decker, and Clerk Dolen.

Visitors present: Rod Hanson, Ken Thomsen, Julie Thomsen, Brian Mattes, Leslie Bebee, AJ Johnson, Mike Wirth, Megan Weaver, Nathan Kalaher, Caleb Spiegel

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 July 13, 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 Soderberg moved to approve the minutes from the June 21, 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 Hansen then moved to approve the minutes from the July 5, 2017 special council meeting.

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 June 2017 Treasurer's report. 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.

Rod Hanson then addressed the council regarding the Highway 35 Water Improvement Project. Three contractors submitted bids with Robert Woehler and Sons, Inc coming in with the low bid at \$234,239.59. Hanson said work would hopefully begin in approximately 4-6 weeks with the target completion date would be late fall for both phases. Councilman Hansen moved to accept the bid from Woehler and Sons for \$234,239.59. 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.

Hanson then addressed the council regarding the plans for the Civic Center Project. Nathan Kalaher and Caleb Spiegel with Plan Architects were also present with plan specifications to answer questions for the council. Hanson said if plans were accepted they would be advertised for three weeks with bids being opened on August 17, 2017. Ideally He would like the Council to schedule a special meeting to award a bid in order get started as soon as possible while the weather is ideal. Councilman Soderberg moved to

approve plans and go out for bids. 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 Soderberg then moved to set a special council meeting on Thursday August 10, 2017 at 6 P.M. at the Legion Hall. The special meeting would be in conjunction with the August Community Club meeting in hopes of answering any questions citizens may have regarding the Civic Center Project. Councilman Eaton seconded the motion. On a roll call vote, the following voted aye: Hansen, Eaton, Clay, Soderberg. The following voted nay: None. Motion carried.

Hanson then addressed the council regarding the South Main Project. Hanson said the requested Change Order #1 was an increase for \$1,725.00 in regards to the State requiring thicker pavement on the 14th Street apron than what was bid for. Councilman Hansen moved to accept Change Order #1 and approve Pay Request #1. 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.

Hanson then updated the Council on the Industrial Road Project. He said everything is going well and he expects the project to be completed in 2-3 weeks.

The council then moved on to the Storm property. Since no bids were received at the auction on July 18, 2017, the council discussed options for making the property more appealing to a potential buyer. Councilman Eaton introduced Resolution 11-2017 to lower the price of the lot to \$2,500 and also allow 18 months for the owner to begin construction and 30 months to complete the project, and moved for its passage. Councilman Soderberg seconded the motion. On a roll call vote, the following voted aye: Clay, Soderberg, Eaton, Hansen. The following voted nay: None. Motion carried.

AJ Johnson then went before the council to request approval Councilman Eaton then moved to approve the request for Special Designated Liquor License to Sidelines Bar and Grille for August 26, 2017 during the BBQ Bash. 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.

The council then discussed excess City equipment. Two vehicles that are no longer used by the crew were proposed to be sold. Councilman Clay moved to introduce and approve Resolution 12-2017 authorizing the sale of a 1979 Ford Boom truck and a 1993 Ford F150 4x 2 ½ ton Pickup by sealed bids on August 8, 2017 at 12 o'clock noon. 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.

The council then discussed adding to the redevelopment area for new housing on the south end of town. No action was taken.

The council then discussed scheduling a special meeting with the Wayne city council on August 29, 2017 to discuss voltage upgrades to the Northeast Nebraska Public Power grid. Current transformers in Wayne and Wakefield are built to handle 69 kv, but Northeast is currently upgrading their power lines to 115 kv. Forcing the area communities to accept the higher voltage would require new transformers costing several hundred thousand dollars. Councilman Hansen moved to set the special Council Meeting

with the Wayne City Council and Northeast Nebraska Public Power District for August 29, 2017 at 7 P.M. 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.

The council then discussed the alley south of the Oak Street Market. The property owner would like to begin using the alley again to potentially install a drive thru at the new business. Administrator Litchfield will contact the Department of Roads to determine the next step.

Brian Mattes then addressed the council about the parking on 2nd Street. It is currently zoned for truck parking and with a potential new business being built on the old weigh station lot Mattes requested the council consider changing the existing ordinance to allow for diagonal parking. The council said they would be open to making changes and will explore alternative parking for the semis.

Administrator Litchfield updated the council on the Cottonwood Wind Project. After reviewing the original contract for 25 years, the other entities in the group decided to counter with 10 years with the option of 5 year renewals.

Ken Thomsen then addressed the council in regards to an economic development director.

Mayor Loofe then conducted the third and final reading of Ordinance 3-2017 providing for annexation of a certain tract of land located in Dixon County, Nebraska, which is contiguous to the City limits, consisting of 0.857 acres, more or less, located in part of the Southwest Quarter (SW¼) of Section 33, Township 27 North, Range 5 East of the 6th P.M., Dixon County, Nebraska, (the Hansen property). Councilman Eaton then moved for final passage of Ordinance 3-2017. 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.

Utility Foreman Mogus gave his monthly report

- A. Water main work being done around Michael Foods
- B. Replaced broken valve and 3 fire hydrants in town
- C. Graffiti has been painted over on the trail under Highway 35 bridge
- D. Diesel tank at shop is going to be painted by next council meeting

Administrator Litchfield gave his monthly report:

- A. Sales tax - \$17,464.65
- B. Trail Project – One repair left to be done, and a bench will also be installed.
- C. Budget – Finance committee meeting soon

Reports:

- A. Police Review – 5th and Walnut Street light is out, dog license citations
- B. Rehab Board – No report given
- C. Park Board – Budget items, watering trees, cabling down picnic tables, upkeep concerns

- D. Planning Commission – Minutes in packet
- E. Library Board – Minutes in packet
- F. Cemetery Board – No report given
- G. Tree Board – No report given
- H. Hatchery Board – No report given
- I. Fire Department – Fundraiser on July 22, 2017
- J. Citizens Advisory Committee – Minutes in packet
- K. Community Redevelopment Authority – Minutes in packet
- L. Civic Center – No report

The following claims were presented:

Claims		
General Fund -10		
American Broadband	Communications	168.66
Appeara	Maintenance	31.82
City Light	Utilities	77.83
Debbie Litchfield	Cleaning	50.00
Dollar General	Office Expense	33.25
Jim Litchfield	Mileage/Phone Stipend	520.00
Holiday Inn	Conference Lodging	171.90
Krier Technology	Maintenance	428.34
La Rue	Office Expense	35.86
Menards	Maintenance	39.92
Miller Bldg	Supplies	34.78
Miner Law Office	Legal	1,035.00
Visa	Postage/Conf. Expense	77.48
Wakefield Republican	Publishings	256.74
Employee Wages		9,072.60
TOTAL		12,034.18

Police Fund -11		
American Broadband	Communications	121.97
Copy Write Keepsake	Maintenance	60.89
Dixon County Sheriff	Contracted Labor	48,528.40
Midwest Service & Sales	Animal Control	43.10
TOTAL		48,754.36

Street Fund -20		
Central Valley Ag	Street Maintenance	117.10
City Light	Utilities	56.34
Colonial Research	Street Maintenance	461.00

Cubby's	Fuel	583.50
Doc Jay's	Transportation Maintenance	912.22
Grossenburg	Rental	600.00
Interstate Billing Service	Transportation Maintenance	4,865.34
Lorensen Lumber	St Maint/Improvements	4,422.25
Midwest Service & Sales	Maintenance	1,276.20
Miller Bldg	Supplies	65.25
Olsson & Assoc	Improvements/New	655.43
Employee Wages		3,476.00
TOTAL		17,490.63

Park Fund - 30

City Light	Utilities	1,242.64
Cubby's	Fuel	130.14
Eaton's Greenhouse	Grant Expenses	158.50
Egan	Graves Maintenance	211.12
Grimm's Gardens	Grant Expenses	5,110.80
Menards	Improvements/Ballfield Maint	463.88
Menards	Grant Expenses	272.11
Menards	Shelter House Expense	344.00
Miller Building	Park Maint/Field Maint/Supplies	581.50
Visa	Grant Expenses	144.94
TOTAL		8,659.63

Pool Fund - 40

American Broadband	Communications	199.84
Arnold Pool Co	Chemicals	68.42
Black Hills Energy	Heat	319.46
Carhart	Maintenance	8.99
City Light	Utilities	939.37
Cubby	Concessions	678.58
Dollar General	Supplies	28.15
Hawkins	Chemicals	843.78
Miller Bldg	Supplies	159.30
Rachel Brudigam	Uniform	50.00
Shopko	Concessions	68.31
Employee Wages		10,144.75
TOTAL		13,508.95

Fire Department Fund -50

American Broadband	Communications	129.10
Black Hills Energy	Heat	22.71
City Light	Utilities	111.59
Cubby's	Fuel	42.59
Donna Johnson	Maintenance	50.00
Ekberg Auto Repair	Maintenance	120.00
Feld Fire	Equipment Purchase	491.39
Johnson Welding	Equipment Purchase	204.96
Lou's Thrifty Way	Supplies	54.74
Napa Auto	Supplies	3.98
One Office Solution	Supplies	99.98
TOTAL		1,331.04

Library Fund- 70

American Broadband	Communications	125.18
Barnes and Noble	Books/Patterson Fund	259.86
Black Hills Energy	Heat	23.91
Center Point Large Print	Books	359.52
City Light	Utilities	302.45
Constellation Energy	Heat	19.20
Doubleday	Books	114.45
Ingram	Books	220.28
Leaf	Maintenance	75.00
Miller Bldg Supply	Supplies	138.40
Nebraska Magazine	Subscription	24.00
One Source One Solution	Maintenance	42.84
Visa	Equipment Purchase	880.33
Employee Wages		3,017.39
TOTAL		5,602.81

Cemetery Fund-80

Cubby's	Fuel	97.94
Eaton's Greenhouse	Improvements/New	120.00
Litchfield Lawn Service	Maintenance	200.00
Martin Gravedigging	Open/Close	1,350.00
Miller Bldg	Maintenance	6.65
Employee Wages		610.40
TOTAL		2,384.99

Hatchery Fund-90

Miller Building Supply	Maintenance/New	7.00
------------------------	-----------------	------

TOTAL	7.00
--------------	-------------

Landfill Fund-60	
CivicPlus	Software (Other)
Cubby's	City Wide Clean-up
Gill Hauling	Contracted Labor6,400.00
Gill Hauling	City Wide Clean-up346.50
Miner Law Office	Legal54.00
TOTAL	6,800.50

Electric Fund-01		
American Broadband	Communications	89.18
Appeara	Maintenance	143.09
Barco	Equipment	3,821.77
Barco	Maintenance	624.19
Black Hills Energy	Heat	
Black Hills Energy	Fuel/Heat	131.05
Colonial Research	Office Expense	150.00
Cubby's	Fuel/Office Expense	174.09
Dollar General	Community Development	37.25
Eaton Greenhouse	Community Development	182.56
Grainger	Maintenance	529.00
Hall's Safety Equipment	Supplies	182.30
Krier Technology	Hardware Support	220.66
Kriz Davis	Supplies	140.30
Marco	Maintenance	318.31
Menards	Supplies	89.91
Miller Bldg	Trail Expense/Supplies	78.94
Miner Law Office	Legal	18.00
Northeast Nebr. Public Power District	Admin/Legal	1,055.77
Northeast Nebr. Tire and Trailer	Transport Maintenance	51.00
NPPD	Contracted Labor/Call Center	3,839.03
NPPD	Electricity Purchase	252,685.81
Power Review Board	Admin/Legal	460.29
Quality 1 Graphics	Trail Expense	210.00
Verizon Wireless	Communications	77.80
VISA	Postage	251.50
WAPA	Electricity Purchase	15,180.79
WESCO	Improvements/New	7,090.00
WESCO	Supplies	1,550.00
Employee Wages		6,033.46

TOTAL	295,326.87
--------------	-------------------

Water Fund-02

City Light	Utilities	1,745.56
Cubby's	Fuel	57.69
Dollar General	Testing	3.00
Lorensen Lumber	Maintenance	49.00
Miller Bldg	Maintenance	790.45
Municipal Pipe Service	Improvements	9,300.00
Olsson & Assoc	Highway 35 Water Main	3,976.43
One Call Concepts	Locates	43.41
Robertson Implement	Maintenance	539.99
Utililty Equipment Co	Maintenance/Improvements	9,970.94
Utililty Equipment Co	Improvements	1,739.35
VISA	Testing	27.24
Employee Wages		3,490.00
TOTAL		31,733.06

Sewer Fund-03

American Broadband	Communications	32.08
City Light	Utilities	55.64
Cubby's	Fuel	131.41
Electric Pump	Contracted Labor	997.52
Employee Wages		3,815.50
TOTAL		5,032.15

Sales Tax Fund-08

Bank of Oklahoma	Legal Admin	500.00
Flewelling Earthmoving	Infrastructure	77,081.30
Johnathan Tinsley	Reimbursement	369.11
Midwest Service and Sales	Infrastructure	1,153.35
Miner Law Office	Legal	711.00
Olsson & Associates	Infrastructure	7,199.09
TOTAL		87,013.85

Civic Center - 06

Office Elements	Check Blanks	111.25
Olsson and Associates	Admin/Legal/Engineer	73,381.00
TOTAL		73,492.25

New Construction Housing #15-TFHP-35028-23

Wakefield Republican	Housing Administration	
----------------------	------------------------	--

TOTAL

	0.00
TOTAL ALL FUNDS	609,061.02

Councilman Eaton moved to approve 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 Eaton then moved to adjourn the meeting. Councilman Clay seconded the motion. On a roll call vote, the following voted aye: Hansen, Eaton, Clay, Soderberg. The following voted nay: None. Meeting adjourned at 7:46 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 July 19, 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.

Zach Dolen, City Clerk