



CITY COUNCIL AGENDA
Tuesday, April 5, 2016 at 7:00 p.m.
Springfield City Hall
170 North 3rd Street

CALL TO ORDER

- Public announcement that a copy of the Nebraska Open Meetings Law is posted in the entry to the meeting room
- Roll call
- Pledge of Allegiance

CONSENT AGENDA

All consent agenda items are approved in one motion unless removed by a Council Member. Removed items will be placed under the Regular Agenda for consideration and action by the Council.

1. Approve Minutes of the March 15, 2016 Council Meeting
2. Approve Claims and Payroll
3. Approve Invoice No. 248795 from Olsson Associates in the amount of \$1,388.08 for professional services rendered from February 7, 2016, through March 12, 2016, for work completed on South 1st Street Sanitary Sewer Replacement & Spruce Street Paving Improvements
4. Approve Invoice No. 248799 from Olsson Associates in the amount of \$829.86 for professional services rendered from February 7, 2016, through March 12, 2016, for work completed on the Turtle Creek Sanitary Sewer Crossing
5. Approve Invoice No. 248790 from Olsson Associates in the amount of \$6,544.00 for professional services rendered from February 3, 2016, through March 12, 2016, for work completed on Municipal Water System Improvements (New Well)
6. Approve **Resolution 2016-14** entering into an Agreement with Olsson Associates for design services on the Water Transmission Main Replacement for Springfield Pines
7. Approve Delta Dental annual insurance renewal

REGULAR AGENDA

1. Lt. Dennis Svoboda with the Sarpy County Sheriff's Department will provide a monthly service report

2. Proclaim Sunday, April 24, 2016, as Earth Day in the City of Springfield
3. Consider waiving the Community Building rental fee for a fundraiser event sponsored by Fit for a Princess on Sunday, June 5
4. David Kildow, Kildow Construction – Consider bids for additional services at the new maintenance facility
5. Springfield Youth Athletic Association – Request the city install paper towel and toilet paper holders and soap dispensers in the restrooms at City Park, purchase bathroom supplies and power wash the restrooms
6. Consider bids for asphalt repairs on streets that have been overlaid with asphalt, including filling in cracks and sealing the streets
7. Discuss potential improvement projects for the Community Building
8. Discuss Kellie Seiber’s six month review and consider a proposed merit increase
9. Discuss Jim Erhart’s annual review and consider a proposed merit increase

DEPARTMENT REPORTS

1. Sewer Department – Darren Carlson
2. Library & Community Building – Roy Swenson
3. Water & Parks Department – Dan Craney
4. Street Department – Chad Nolte
5. Mayor’s Report – Bob Roseland
6. City Staff Reports

The Mayor and City Council reserve the right to adjourn into executive session per Section 84-1410 of the Nebraska Revised Statutes.

ADJOURNMENT

MINUTES

A regular meeting of the Mayor and Council of the City of Springfield, Nebraska was held at 7:00 o’clock p.m. at City Hall on April 5, 2016. Present were Mayor Bob Roseland; Council Members: Darren Carlson, Roy Swenson, Dan Craney, Chad Nolte. Absent: None. Notice of this meeting was given in advance by posting in three public places, one of the designated methods of giving notice. Notice of this meeting was given in advance to the Mayor and all Council Members and a copy of their receipt of notice is attached to these Minutes. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the public. The Mayor publicly stated to all in attendance that a current

copy of the Nebraska Open Meetings Act was available for review and indicated the location of such copy posted in the room where the meeting was being held.

Consent Agenda

Motion by Nolte, seconded by Carlson, to move Consent Agenda Item No. 6 to Regular Agenda Item No. 10. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried.

Motion by Nolte, seconded by Swenson, to approve the remaining Consent Agenda. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried.

Check #	Account ID	Account Description	Debit Amount	Name
General				
37591	6084-10-10	Aflac	119.36	Aflac
37595	9060-10-10	Building	3,156.00	Block Electrical
37568	6080-10-10	Health Insurance	963.50	Coventry
37569	6080-10-10	Health Insurance	101.17	Delta Dental
37606	7045-10-10	Prof Svcs-Tech Support	172.72	First National Bank
37609	9060-10-10	Building	216.82	Home Depot
37610	7030-10-10	Prof Svcs-Planning	1,881.50	JEO Consulting Group
37614	8140-10-10	R&M Equip	321.28	Konica Minolta Business Solutions
37613	8140-10-10	R&M Equip	190.00	Konica Minolta Premier Finance
37653	7200-10-10	Dues	12.00	MAPA
37619	8030-10-10	Supplies	15.44	Menards
37619	8010-10-10	Office Supplies	17.99	Menards
37619	9060-10-10	Building	226.25	Menards
37618	9060-10-10	Building	266.20	Menards
37622	7320-10-10	Natural Gas	53.63	MUD
37627	7045-10-10	Prof Svcs-Tech Support	400.00	Network Needs
37655	7330-10-10	Telephone	105.72	NT&T
37628	8030-10-10	Supplies	163.99	Office Depot
37628	8010-10-10	Office Supplies	363.19	Office Depot
37629	7010-10-10	Prof Svcs-Engineer	1,590.54	Olsson Associates
37633	7250-10-10	Publication Costs	86.51	Omaha World Herald
37635	7310-10-10	Electricity	68.62	OPPD
37567	6080-10-10	Health Insurance	149.72	Principal
37642	7046-10-10	Prof Svcs-Building Inspector	144.50	Sarpy County Building Inspector
37639	7200-10-10	Dues	25.00	Sarpy County Economic Development Corpo
37640	7060-10-10	Animal Control	376.88	Sarpy County Fiscal Administrator
37641	7070-10-10	E911	3,332.00	Sarpy County Fiscal Administrator
37643	7050-10-10	Law Contract	8,207.00	Sarpy County Treasurer
37645	7020-10-10	Prof Svcs-Legal	2,193.75	Seidler & Seidler
37646	9060-10-10	Building	149.25	Sherwin Williams
37647	7200-10-10	Dues	10.00	Southeast Clerk's Association
37650	7280-10-10	Laundry	94.16	Walkers Uniform Rental
Total			25,174.69	
Library				
37592	8060-20-10	Books	388.31	Amazon/SYNCB
37594	8060-20-10	Books	157.12	Baker & Taylor
37602	7455-20-10	IP Address	55.00	Charter Communications
37568	6080-20-10	Health Insurance	677.80	Coventry
37569	6080-20-10	Health Insurance	29.15	Delta Dental
37620	8060-20-10	Books	81.99	MicroMarketing
37622	7320-20-10	Natural Gas	89.13	MUD
37655	7330-20-10	Telephone	45.09	NT&T

37635	7310-20-10	Electricity	231.56	OPPD
37567	6080-20-10	Health Insurance	51.99	Principal
37644	7480-20-10	Janitorial	200.00	Schneider, Marcie
Total			2,007.14	
Library Restricted				
37600	8060-21-10	Books	84.48	Center Point Large Print
37607	8060-21-10	Books	148.62	Gale
37625	7180-21-10	Education	60.00	Nebraska Library Association
37638	8130-21-10	R&M Building	6,649.00	Rainbow Glass
Total			6,942.10	
Park				
37593	8150-30-10	R&M Vehicle	25.00	B&B Garage
37652	8120-30-10	Fuel	117.27	B&D Pit Stop
37654	8130-30-10	R&M Building	300.00	Bockman, John
37603	8160-30-10	R&M Grounds	195.75	Consolidated Concrete
37568	6080-30-10	Health Insurance	440.93	Coventry
37569	6080-30-10	Health Insurance	43.30	Delta Dental
37605	7350-30-10	Rental	123.39	Eagle Services
37608	8130-30-10	R&M Building	117.94	Gretna Ace Hardware
37609	8130-30-10	R&M Building	18.86	Home Depot
37615	7270-30-10	Insurance	37.00	Marcotte Insurance
37623	8140-30-10	R&M Equip	307.31	Mill Creek Auto Parts
37635	7310-30-10	Electricity	225.66	OPPD
37637	7340-30-10	Waste Disposal	60.10	Premier Waste Solutions
37567	6080-30-10	Health Insurance	26.64	Principal
Total			2,039.15	
Community Building				
37598	8130-40-10	R&M Building	125.00	Carlisle Roofing
37619	8030-40-10	Supplies	39.75	Menards
37622	7320-40-10	Natural Gas	120.82	MUD
37635	7310-40-10	Electricity	95.00	OPPD
37637	7340-40-10	Waste Disposal	32.80	Premier Waste Solutions
37650	7280-40-10	Laundry	128.04	Walkers Uniform Rental
Total			541.41	
Water				
37591	6084-50-20	Aflac	56.16	Aflac
37652	8120-50-20	Fuel	158.15	B&D Pit Stop
37568	6080-50-20	Health Insurance	1,180.59	Coventry
37569	6080-50-20	Health Insurance	74.07	Delta Dental
37621	7420-50-20	Testing	48.53	Midwest Laboratories
37626	7420-50-20	Testing	464.00	NE Public Health Environmental Lab
37655	7330-50-20	Telephone	149.34	NT&T
37632	9090-50-20	New Well	6,544.00	Olsson Associates
37634	7430-50-20	Digger's Hotline	14.73	One Call Concepts
37635	7310-50-20	Electricity	1,065.67	OPPD
37567	6080-50-20	Health Insurance	74.77	Principal
37645	9090-50-20	New Well	418.75	Seidler & Seidler
37616	7260-50-20	Printing	234.55	Storey Kenworthy/Matt Parrott
	8030-50-20	Supplies	401.26	USA BlueBook
37648	7330-50-20	Telephone	15.23	Verizon Wireless
37650	7290-50-20	Uniform Allowance	47.80	Walkers Uniform Rental
Total			10,947.60	

Sewer				
37590	8140-60-30	R&M Equip	200.00	A&M Pumping Service
37591	6084-60-30	Aflac	168.88	Aflac
37599	8120-60-30	Fuel	38.76	Casey's General Store
37568	6080-60-30	Health Insurance	560.79	Coventry
37569	6080-60-30	Health Insurance	88.66	Delta Dental
37608	8130-60-30	R&M Building	6.99	Gretna Ace Hardware
37609	8130-60-30	R&M Building	8.97	Home Depot
37621	7420-60-30	Testing	161.50	Midwest Laboratories
37655	7330-60-30	Telephone	55.27	NT&T
37630	9097-60-30	Turtle Creek Aerial Crossing	829.86	Olsson Associates
37635	7310-60-30	Electricity	2,024.82	OPPD
37567	6080-60-30	Health Insurance	114.71	Principal
37616	7260-60-30	Printing	234.55	Storey Kenworthy/Matt Parrott
37648	7330-60-30	Telephone	15.23	Verizon Wireless
37649	8140-60-30	R&M Equip	3,262.00	Waldinger Corporation
37650	7290-60-30	Uniforms Allowance	43.72	Walkers Uniform Rental
Total			7,814.71	
Street				
37593	8030-70-40	Supplies-Street	72.00	B&B Garage
37597	9060-70-40	Building-Street	1,479.00	Builder's Supply
37599	8120-70-40	Fuel-Street	24.30	Casey's General Store
37601	9060-70-40	Building-Street	54.45	Charter Communications
37568	6080-70-40	Health Insurance	1,042.06	Coventry
37569	6080-70-40	Health Insurance	72.45	Delta Dental
37604	9060-70-40	Building-Street	12,126.00	Derby's Heating & Air
37608	9060-70-40	Building-Street	14.47	Gretna Ace Hardware
37608	9040-70-40	Tools & Misc Equip-Street	15.98	Gretna Ace Hardware
37609	8030-70-40	Supplies-Street	15.95	Home Depot
37609	9040-70-40	Tools & Misc Equip-Street	80.58	Home Depot
37609	9060-70-40	Building-Street	197.09	Home Depot
37611	9060-70-40	Building-Street	2,090.97	Kildow Construction
37611	9060-70-40	Building-Street	4,246.58	Kildow Construction
37612	7350-70-40	Rental-Street	865.43	Kildow Properties
37617	8090-70-40	Asphalt & Concrete-Street	27,762.62	M.E. Collins Contracting
37619	9040-70-40	Tools & Misc Equip-Street	8.34	Menards
37619	8030-70-40	Supplies-Street	10.52	Menards
37618	9040-70-40	Tools & Misc Equip-Street	42.32	Menards
37622	7320-70-40	Natural Gas-Street	132.72	MUD
37622	7320-70-40	Natural Gas-Street	166.74	MUD
37624	7090-70-40	Department of Roads-Street	9,780.00	NDOR
37655	7330-70-40	Telephone-Street	50.22	NT&T
37629	7010-70-40	Prof Svcs-Engineer-Street	1,229.69	Olsson Associates
37631	9082-70-40	Spruce Street Paving	1,388.08	Olsson Associates
37636	7310-70-40	Electricity-Street	117.63	OPPD
37635	7310-70-40	Electricity-Street	3,767.00	OPPD
37637	7340-70-40	Waste Disposal-Street	32.80	Premier Waste Solutions
37567	6080-70-40	Health Insurance	51.87	Principal
37648	7330-70-40	Telephone-Street	15.23	Verizon Wireless
37650	7290-70-40	Uniform Allowance-Street	82.12	Walkers Uniform Rental
37651	9060-70-40	Building-Street	521.44	West Omaha Winsupply
Total			67,556.65	
Payroll			39,629.98	

Regular Agenda

Agenda Item 1. Lt. Dennis Svoboda with the Sarpy County Sheriff's Department provided the monthly service report. He reported that the SWAT team is still conducting training in town.

Agenda Item 2. Proclaimed Sunday, April 24, 2016, as Earth Day in the City of Springfield. Madeleine Lee with Green Bellevue thanked the City Council for their support. She also provided information regarding the Sarpy County Earth Day celebration at the Bellevue Public Schools Lied Activity Center on April 24 from 10:00 a.m. to 4:00 p.m.

Agenda Item 3. Mary Robbins, on behalf of Becky Robbins owner of Fit for a Princess Children's Boutique in Louisville, requested that the Council waive the Community Building rental fee for their 5th annual fashion show fundraiser scheduled for Sunday, June 5 at 7:00 p.m. Robbins also requested use of the building on June 4 for setup and rehearsal. Appetizers and non-alcoholic drinks will be available during the show. A silent auction and children's activities are also planned. All proceeds from the event will be donated to Angels Among Us, a local charity that financially assists families of children battling cancer. Robbins noted that the Q98 radio station will be hosting the event. Motion by Swenson, seconded by Craney, to waive the Community Building rental fee for a fundraiser event sponsored by Fit for a Princess Children's Boutique on June 4 and 5. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried.

Agenda Item 4. David Kildow submitted two bids for additional items at the new maintenance shop facility. The first bid was for additional concrete in the amount of \$61,411.00. The second bid was for construction of an office and restroom facility inside the building in the amount of \$30,890.00. This amount does not include the cost of bathroom sinks, stools, faucets, hot water heater, cabinets or flooring. Motion by Nolte, seconded by Carlson, to approve the bid from Kildow Construction in the amount of \$61,411.00 for additional concrete work at the new maintenance shop facility. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried. Council will consider adding funds to the 2016-2017 budget for the office and restroom facility.

Agenda Item 5. Council considered a request from the SYAA to install paper towel and toilet paper holders and soap dispensers at City Park. The SYAA also requested that the city contribute towards the purchase of supplies and direct the maintenance department to power wash the restrooms twice a year. Council discussed implementing a park usage plan. Motion by Craney, seconded by Carlson, to approve the purchase of paper towel, toilet paper and soap dispensers, as well as a portion of the products to fill the dispensers, for the restrooms at City Park. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried.

Agenda Item 6. Council reviewed a bid from Omaha Paving Company in the amount of \$41,642.00 for asphalt street repairs, including filling in cracks and tarring, as well as sealing the streets. Council considered breaking the services into two phases for distribution over two budget years. Nolte said that he would obtain a new bid for the breakdown of services. Motion by Nolte, seconded by Swenson, to table agenda item 6, regarding bids for street repairs on asphalt overlays, until the April 19, 2016, Council meeting. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried.

Agenda Item 7. Swenson requested that the Council discuss potential projects for the Community Building, such as ADA access to the basement or improved usage of the main floor. Council considered improving the main floor as a reception space. No action was taken.

Agenda Items 8 and 9. Motion by Swenson, seconded by Nolte, to move agenda items 8 and 9, regarding Kellie Seiber and Jim Erhart's reviews, into executive session. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried.

Agenda Item 10. Council Member Carlson introduced Resolution 2016-14 and moved its adoption contingent upon the city receiving all of the final documents for the Springfield Pines Subdivision and the applicant/developer proceeding with the project. Council Member Swenson seconded the foregoing motion and on roll call on the passage and adoption of said resolution, the following voted YEA: Carlson, Swenson, Craney, Nolte. The following voted NAY: None. Whereupon the Mayor declared said motion carried and said resolution passed and adopted. A true, correct and complete copy of said resolution is as follows:

**RESOLUTION
2016-14**

BE IT RESOLVED by the Mayor and City Council of the City of Springfield, Nebraska as follows:

WHEREAS, the City of Springfield, Nebraska, a Municipal Corporation, and Olsson Associates, wish to enter into an Agreement for Professional Services for services rendered on the Water Transmission Main Replacement for the Springfield Pines Subdivision; and

WHEREAS, professional services provided by Olsson Associates shall consist of project management and coordination, design, and construction administration and observation services; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Springfield, Nebraska that the Mayor is authorized to enter into the Agreement for Professional Services attached hereto as Exhibit "A".

Introduced and Passed this 5th day of April, 2016.

Ayes 4

Nays 0

Abstain 0

Absent 0

Approved:

Mayor

SEAL

Attest:

City Clerk

Department Reports

Agenda Item 1. No Department Report from Carlson.

Agenda Item 2. No Department Report from Swenson.

Agenda Item 3. Craney provided an update on the new well project. Mayor Roseland plans to meet with the SSAP regarding the purchase of the property. Craney reported that he met with Rick Lee and Heath

Shemek regarding Frisbee golf at Buffalo Park. Craney suggested the Council consider eliminating the tennis court at City Park and turn that area into parking. Carlson suggested the city develop a park master plan for City Park.

Agenda Item 4. Nolte reported that the maintenance department will soon begin street repairs.

Agenda Item 5. Mayor Roseland reported that he has attended meetings regarding economic development and the regional sewer study.

Agenda Item 6. The City Administrator reported that the city's animal control ordinance is unclear as to whether or not pot belly pigs are allowed in town. Council requested that the administrator proceed with updating the ordinance to clarify that pot belly pigs are permitted in town. Council will formally consider this item at a future meeting. The City Administrator also reported that the Nebraska Military Band has offered to perform a free concert in the city on Wednesday, July 6. Council requested staff work with the band to make necessary arrangements.

Executive Session

Motion by Swenson, seconded by Carlson, to enter into executive session at 8:00 p.m. for the purpose of personnel discussion. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried.

Motion by Swenson, seconded by Nolte, to leave executive session at 8:13 p.m. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried.

Motion by Nolte, seconded by Craney, to approve a \$1.00/hour six month merit increase for Kellie Seiber Assistant Library Director. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried.

Motion by Nolte, seconded by Craney, to approve a \$.50/hour annual merit increase for Jim Erhart, Seasonal Park Laborer. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried.

Adjournment

Motion by Swenson, seconded by Craney, to adjourn. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Meeting adjourned at 8:14 p.m. Motion carried.

I, the undersigned, City Clerk for the City of Springfield, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Council on April 5, 2016; that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and readily available for public inspection at the office of the City Clerk; that such agenda items were sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting; that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the said minutes from which the foregoing proceedings have been extracted were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting; and that a current copy of the Nebraska Open Meetings Act was available and accessible to members of the public, posted during such meeting in the room in which such meeting was held.

Kathleen Gottsch
City Clerk