



CITY COUNCIL AGENDA

Tuesday, December 3, 2013 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 November 19, 2013 Council Meeting
2. Approve Claims and Payroll
3. Approve Invoice No. 200293 from Olsson Associates in the amount of \$2,816.00 for professional serviced rendered from October 6, 2013, through November 2, 2013, for work completed on the Buffalo Park Splash Pad
4. Approve Invoice No. 200299 from Olsson Associates in the amount of \$1,855.00 for professional serviced rendered from October 6, 2013, through November 2, 2013, for work completed on Spruce Street Paving Improvements
5. Approve Invoice No. 200308 from Olsson Associates in the amount of \$249.78 for professional serviced rendered from October 6, 2013, through November 2, 2013, for work completed on Municipal Water System Improvements
6. Approve **Resolution 2013-34** appointing city officials
7. Approve the regular City Council meeting calendar for 2014
8. Reappoint Mike Dill, Dan Craney, Lt. Mike Erhart and Dr. David Kentsmith to the Springfield Board of Health
9. Reappoint JoAnn Ostransky, Joan Schram, Iro Johnson, Susan Startzer, Neal Eickhoff, Kitty Kentsmith, and Dawn Miner to the Library Board of Trustees

Agenda continued on reverse.

REGULAR AGENDA

1. Lt. Mike Erhart with the Sarpy County Sheriff's Department will provide a monthly service report
2. Toby Churchill, Sarpy County Economic Development Corporation – 3rd Quarter Report
3. **Tabled November 19, 2013.** Discuss possible events and marketing strategies for the Community Building
4. Consider a request from the Sarpy County Agricultural Society to waive the city's portion of the building permit fee for fairground improvements (grand stands, restroom facility)
5. Consider a negotiated contract from Dostals Construction for the Buffalo Park Splash Pad Project
6. Discuss a proposed land lease agreement with Verizon Wireless for a telecommunications tower at Buffalo Park
7. **Tabled November 19, 2013.** Consider proposals for the urban park master plan
8. **Tabled November 19, 2013.** Consider City Hall meeting room design and review table sketch
9. Select and vote a Council President for a one year term
10. Appoint a Council liaison for each department
11. Discuss Colleen Keleher's annual review and consider a proposed merit increase

DEPARTMENT REPORTS

1. Water & Parks Department – Bob Roseland
2. Library & Community Building – Randy Fleming
3. Sewer Department – Dan Craney
4. Street Department – Chad Nolte
5. Mayor's Report – Mike Dill
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 December 3, 2013. Present were Mayor Mike Dill; Council Members: Bob Roseland, Randy Fleming, 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 Roseland, seconded by Craney, to move Consent Agenda Item 8 to the Regular Agenda after Item 10. AYES: Roseland, Fleming, Craney, Nolte. NAYS: None. Motion carried.

Motion by Nolte, seconded by Craney, to approve the Consent Agenda. AYES: Roseland, Fleming, Craney, Nolte. NAYS: None. Motion carried.

Claims and Payroll:

Check #	Account ID	Line Description	Debit Amount	Name
General				
34573	6084-10-10	Aflac	49.80	Aflac
34575	7260-10-10	Printing	670.00	American Legal Publishing
34550	6080-10-10	Health Insurance	620.90	Assurant Health
34551	6080-10-10	Health Insurance	53.45	Delta Dental
34587	7260-10-10	Printing	78.04	First National Bank
34586	8200-10-10	Misc	11.98	First National Bank
34589	7240-10-10	Mileage	40.42	Gottsch, Kathleen
34592	8030-10-10	Supplies	2.68	Home Depot Credit Services
34593	7030-10-10	Prof Svcs-Planning	1,718.75	JEO Consulting Group
34594	8140-10-10	R&M Equip	190.00	Konica Minolta Business Solutions
34595	8130-10-10	R&M Bldg	29.86	Maystrick, Kent
34597	8030-10-10	Supplies	5.99	Menards
34597	8160-10-10	R&M Grounds	83.22	Menards
34603	7320-10-10	Natural Gas	45.07	MUD
34633	7330-10-10	Telephone	103.35	NT&T
34628	8010-10-10	Office Supplies	4.49	Office Depot
34610	8010-10-10	Office Supplies	46.56	Office Depot
34611	9310-10-10	Nuisance Abatement	13.94	Omaha World Herald
34611	7250-10-10	Publication Costs	175.48	Omaha World Herald
34613	7310-10-10	Electricity	334.73	OPPD
34617	7046-10-10	Prof Svcs-Building Inspector	139.00	Sarpy County Building Inspector
34615	7200-10-10	Dues	20.00	Sarpy County Economic Development Corp
34616	7060-10-10	Animal Control	366.25	Sarpy County Fiscal Administrator
34614	7050-10-10	Law Contract	7,676.00	Sarpy County Treasurer
34619	9310-10-10	Nuisance Abatement	206.25	Seidler & Seidler
34619	7020-10-10	Prof Svcs-Legal	943.75	Seidler & Seidler
34627	7280-10-10	Laundry	120.95	Walkers Uniform Rental
Total			13,750.91	
Library				
34550	6080-20-10	Health Insurance	714.27	Assurant Health

34580	8060-20-10	Books	84.48	Center Point Large Print
34582	7455-20-10	IP Address	9.99	Charter Communications
34583	8060-20-10	Books	34.97	Children's BOMC
34551	6080-20-10	Health Insurance	53.45	Delta Dental
34598	8060-20-10	Books	73.98	MicroMarketing
34603	7320-20-10	Natural Gas	105.05	MUD
34605	8060-20-10	Books	51.97	Mystery Guild
34607	8060-20-10	Books	24.00	Nebraska Life Magazine
34633	7330-20-10	Telephone	44.51	NT&T
34613	7310-20-10	Electricity	201.90	OPPD
34618	7480-20-10	Janitorial	200.00	Schmieder, Marcie
34622	8130-20-10	R&M Bldg	826.68	Thermal Services
Total			2,425.25	
Library Restricted				
34574	8060-21-10	Books	354.67	Amazon
34579	8070-21-10	Lib Supplies	137.69	Brodart Co.
34585	8060-21-10	Books	48.97	Doubleday Book Club
34588	8060-21-10	Books	123.18	Gale
34600	7260-21-10	Printing	200.00	Milacek Monument
Total			864.51	
Park				
34631	8120-30-10	Fuel	16.54	B&B Pit Stop
34597	9040-30-10	Tools & Misc Equip	9.98	Menards
34601	9040-30-10	Tools & Misc Equip	9.08	Mill Creek Auto Parts
34601	8160-30-10	R&M Grounds	22.07	Mill Creek Auto Parts
34570	9177-30-10	Splash Pad	2,816.00	Olsson Associates
34611	9177-30-10	Splash Pad	94.92	Omaha World Herald
34613	7310-30-10	Electricity	172.46	OPPD
34621	7340-30-10	Waste Disposal	57.75	Sterrett Brothers Sanitation
34625	8030-30-10	Supplies	41.54	Westlake Ace Hardware
Total			3,240.34	
Community Building				
34578	8130-40-10	R&M Bldg	1,092.00	Block Electrical
34597	8030-40-10	Supplies	12.77	Menards
34603	7320-40-10	Natural Gas	180.65	MUD
34613	7310-40-10	Electricity	100.43	OPPD
34621	7340-40-10	Waste Disposal	31.50	Sterrett Brothers Sanitation
34627	7280-40-10	Laundry	157.45	Walkers Uniform Rental
Total			1,574.80	
Water				
34573	6084-50-20	Aflac	56.17	Aflac
34550	6080-50-20	Health Insurance	764.66	Assurant Health
34577	8150-50-20	R&M Vehicle	54.04	B&B Garage
34631	8120-50-20	Fuel	128.56	B&B Pit Stop
34578	8160-50-20	R&M Grounds	172.89	Block Electrical
34551	6080-50-20	Health Insurance	66.55	Delta Dental
34591	9040-50-20	Tools & Misc Equip	343.56	Hawkins
34596	8030-50-20	Supplies	-10.49	Menards
34632	8030-50-20	Supplies	10.49	Menards
34599	7420-50-20	Testing	174.81	Midwest Laboratories
34604	9042-50-20	Meter Upgrades	422.00	Municipal Supply
34606	7420-50-20	Testing	18.00	NE Public Health Environmental Lab
34609	8120-50-20	Fuel	82.35	Neitzel's Corner
34633	7330-50-20	Telephone	149.28	NT&T

34572	9090-50-20	New Well	249.78	Olsson Associates
34612	7430-50-20	Digger's Hotline	10.80	One Call Concepts
34613	7310-50-20	Electricity	1,006.83	OPPD
34619	7020-50-20	Prof Svcs-Legal	37.50	Seidler & Seidler
34623	7330-50-20	Telephone	14.99	Verizon Wireless
34627	7290-50-20	Uniform Allowance	53.95	Walkers Uniform Rental
34625	8030-50-20	Supplies	13.46	Westlake Ace Hardware
Total			3,820.18	
Sewer				
34573	6084-60-30	Aflac	305.13	Aflac
34550	6080-60-30	Health Insurance	943.49	Assurant Health
34630	8030-60-30	Supplies	2.29	Casey's General Store
34630	8120-60-30	Fuel	132.26	Casey's General Store
34551	6080-60-30	Health Insurance	183.25	Delta Dental
34584	8080-60-30	Promotional Material	102.00	Design4 Screenprinting
34629	8120-60-30	Fuel	1,595.00	Farmers Union Coop
34599	7420-60-30	Testing	165.29	Midwest Laboratories
34601	8030-60-30	Supplies	4.99	Mill Creek Auto Parts
34601	8150-60-30	R&M Vehicle	6.98	Mill Creek Auto Parts
34608	7200-60-30	Dues	120.00	Nebraska State Fire Marshall
34633	7330-60-30	Telephone	52.14	NT&T
34610	8010-60-30	Office Supplies	8.98	Office Depot
34613	7310-60-30	Electricity	1,922.33	OPPD
34623	7330-60-30	Telephone	14.99	Verizon Wireless
34627	7290-60-30	Uniform Allowance	72.45	Walkers Uniform Rental
Total			5,631.57	
Street				
34576	8090-70-40	Asphalt & Concrete	189.10	Asphalt & Concrete Materials
34550	6080-70-40	Health Insurance	1,746.50	Assurant Health
34577	8150-70-40	R&M Vehicle	39.75	B&B Garage
34577	8140-70-40	R&M Equip	90.00	B&B Garage
34631	8120-70-40	Fuel	96.75	B&B Pit Stop
34630	8120-70-40	Fuel	474.21	Casey's General Store
34581	8150-70-40	R&M Vehicle	3,363.42	Chad's Auto Repair
34551	6080-70-40	Health Insurance	142.90	Delta Dental
34590	9040-70-40	Tools & Misc Equip	2.99	Grainger
34590	8030-70-40	Supplies	26.50	Grainger
34592	9040-70-40	Tools & Misc Equip	18.97	Home Depot Credit Services
34595	9040-70-40	Tools & Misc Equip	10.01	Maystrick, Kent
34597	9040-70-40	Tools & Misc Equip	8.00	Menards
34597	8140-70-40	R&M Equip	11.98	Menards
34597	8030-70-40	Supplies	35.52	Menards
34596	8030-70-40	Supplies	68.07	Menards
34601	8030-70-40	Supplies	6.00	Mill Creek Auto Parts
34601	8140-70-40	R&M Equip	182.23	Mill Creek Auto Parts
34602	9084-70-40	Sidewalk Repair	3,514.00	Moore Brothers Construction
34603	7320-70-40	Natural Gas	155.38	MUD
34633	7330-70-40	Telephone	47.89	NT&T
34610	8010-70-40	Office Supplies	8.98	Office Depot
34571	9082-70-40	Spruce Street Paving	1,855.00	Olsson Associates
34611	9084-70-40	Sidewalk Replacement	139.88	Omaha World Herald
34613	7310-70-40	Electricity	3,384.13	OPPD
34620	8090-70-40	Concrete	408.12	Silex Group
34621	7340-70-40	Waste Disposal	31.50	Sterrett Brothers Sanitation
34623	7330-70-40	Telephone	14.99	Verizon Wireless
34627	7290-70-40	Uniform Allowance	71.95	Walkers Uniform Rental

34624	8100-70-40	Sand & Gravel	40.99	Western Sand & Gravel
34626	8100-70-40	Sand & Gravel	1,680.71	Westover Rock & Sand
Total			17,866.42	
Payroll			33,454.93	

**RESOLUTION
2013-34**

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SPRINGFIELD, NEBRASKA:

that the Mayor of the City of Springfield, Nebraska, with the consent of the City Council, appoints the following persons to act as the municipal city clerk/treasurer, the municipal engineer, the municipal attorney, the municipal street commissioner, the municipal street superintendent, the municipal maintenance superintendents, the municipal fiscal agent, the municipal auditor, the municipal building inspector, and the municipal electrical inspector, who shall hold their offices for one (1) year unless sooner removed by the Mayor with approval of the City Council as per Springfield Municipal Code.

1. Clerk/Treasurer: Kathleen R. Gottsch
2. Municipal Engineer: Olsson Associates
3. Municipal Attorney: William E. Seidler, Jr.
4. Municipal Street Commissioner: Kent Maystrick
5. Municipal Street Superintendent: Dennis Graham, Olsson Associates
6. Municipal Maintenance Superintendents: Larry Nolte (Sewer), Rickey Lee (Water)
7. Municipal Fiscal Agent: Ameritas
8. Municipal Auditor: Ric Ortmeier, CPA
9. Municipal Building Inspector: Sarpy County Building Department/Donna Lynam
10. Municipal Electrical Inspector: Richard Chladek

Introduced and Passed this 3rd day of December, 2013.

Ayes 4

Nays 0

Abstain 0

Absent 0

Approved:

Mayor

(SEAL)

ATTEST:

City Clerk

Regular Agenda

Agenda Item 1. Lt. Mike Erhart with the Sarpy County Sheriff's Department provided the monthly service report.

Agenda Item 2. Toby Churchill with the Sarpy County Economic Development Corporation reviewed the 3rd quarter report. He noted the number and location of newly platted single-family lots in Sarpy County. He pointed out that the entity receives the most number of commercial inquiries for manufacturing sites. Churchill reported that Council Bluffs will soon be joining the group.

Agenda Item 3. Fleming reported that Lyn Incontro agreed to work on special events that could be held at the Community Building for \$10.00/hour. Council considered special events that the city could sponsor and suggested that this item be reconsidered in February or March for spring and summer events.

Agenda Item 4. Matt Sedlacek, Sarpy County Agricultural Society, reviewed proposed improvement plans for the southern lot of the fairgrounds. He said the group plans to construct new grandstands for a motorized sports arena. New restroom facilities will be built and the beer garden will also be relocated next to the new arena. Sedlacek requested the city waive its portion of any building permit fees for the project. Motion by Roseland, seconded by Fleming, to waive the city's portion of building permit inspection fees, excluding water/sewer tap fees and the cost of water meters, for the Sarpy County Agricultural Society's construction of grandstands, motorized sports arena, beer garden and restroom facilities. AYES: Roseland, Fleming, Craney. NAYS: None. ABSTAIN: Nolte. Motion carried.

Agenda Item 5. Mayor Dill reported that he negotiated the splash pad bid with Dostals Construction, as per the Council's direction. He noted that Dostals was not able to reduce the original base bid due to increased construction expenses, but they were able to look at value engineering options. Bodie Dostal with Dostals Construction reviewed options, including the removal of the reclamation tank and sodding/seeding options. Council considered purchasing the remaining four spray feature options that were not included in the base bid. Dostal noted that the four spray options not included will still be plumbed and have an interim spray cap installed for water play. He said that the spray features will be easy to install in the future. Council reviewed the project budget. Motion by Craney, seconded by Nolte, to accept the low bid with alternates #1-4 in the amount of \$316,400 from Dostals Construction for the Buffalo Park Splash Pad Project, but not to accept alternate #5 in the amount of \$2,000, and to request a change order to deduct the reclamation tank in the amount of \$79,545. AYES: Craney, Nolte, Mayor Dill. NAYS: Roseland, Fleming. Motion carried.

Agenda Item 6. The City Clerk reviewed the draft land lease agreement with Verizon Wireless for a proposed telecommunications tower at Buffalo Park. Council reviewed the site plan, pictures of tower examples, and lump sum and monthly rental payments offered by Verizon. Proposed park improvements were discussed. Bill Seidler, City Attorney, reviewed zoning regulation text amendments required. Council agreed to have city staff continue working on the agreement with Verizon.

Roseland requested a short recess at 8:06 p.m. Council ceased discussion. Roseland rejoined the meeting at 8:08 p.m.

Agenda Item 7. Mayor Dill reported that the Sarpy County Chamber Leadership Sarpy Class wants to complete an urban park master plan for their class project. He requested the Council hold off on accepting proposals from professional firms until the class project is complete.

Agenda Item 8. Council reviewed a sketch prepared by the maintenance department for the meeting room table. Council requested the maintenance department resurface the current table and construct two side additions.

Agenda Item 9. Motion by Craney, seconded by Roseland, to nominate and appoint Chad Nolte as President of the City Council for a term of one year. AYES: Roseland, Fleming, Craney, Nolte. NAYS: None. Motion carried.

Agenda Item 10. Mayor Dill appointed liaisons for each department: Water/Parks – Bob Roseland; Sewer – Dan Craney; Library/Community Building – Randy Fleming; Streets – Chad Nolte.

Consent Agenda Item 8. Motion by Craney, seconded by Roseland, to appoint Mike Dill, Chad Nolte, Lt. Mike Erhart and Dr. David Kentsmith to the Springfield Board of Health. AYES: Roseland, Fleming, Craney, Nolte. NAYS: None. Motion carried.

Agenda Item 11. Motion by Nolte, seconded by Roseland, to move agenda item 11, regarding Colleen Keleher's annual review and proposed merit increase, into executive session. AYES: Roseland, Fleming, Craney, Nolte. NAYS: None. Motion carried.

Department Reports

Agenda Item 1. Roseland reported that the water quality test results were in for the two test wells. He provided a copy of the results to the Council and noted that nitrate levels were good at both locations. He noted that the engineer is still waiting on water flow results.

Agenda Item 2. Fleming reported that he received a proposal from Block Electric to light the new flagpole at the Community Building for approximately \$300-\$500. Council agreed to proceed with this project. Fleming also reported that Block installed the new lighting in the basement of the Community Building. He informed the Council that Lukas Partners plans to speak with the Springfield Community Foundation at their December 18 meeting.

Agenda Item 3. No Department Report from Craney.

Agenda Item 4. Nolte reported that he is obtaining estimates for fence installation on the new maintenance property.

Agenda Item 5. Mayor Dill inquired about the annual employee recognition dinner. Council agreed to proceed with planning the event.

Agenda Item 6. No additional city staff reports.

Executive Session

Motion by Nolte, seconded by Roseland, to enter into executive session at 8:32 p.m. for the purpose of personnel discussion. AYES: Roseland, Fleming, Craney, Nolte. NAYS: None. Motion carried.

Motion by Roseland, seconded by Nolte, to leave executive session at 8:37 p.m. AYES: Roseland, Fleming, Craney, Nolte. NAYS: None. Motion carried.

Motion by Roseland, seconded by Fleming, to approve a 3% merit increase for Colleen Keleher. AYES: Roseland, Fleming, Craney, Nolte. NAYS: None. Motion carried.

Adjournment

Motion by Craney, seconded by Roseland, to adjourn. AYES: Roseland, Fleming, Craney, Nolte. NAYS: None. Meeting adjourned at 8:38 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 December 3, 2013; 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