



## **CITY COUNCIL AGENDA**

Tuesday, February 5, 2019 at 7:00 p.m.  
Springfield City Hall  
170 North 3<sup>rd</sup> 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 January 15, 2019 Council Meeting
2. Approve Claims and Payroll
3. Consider an Application for a Special Designated Liquor License submitted by Trojan Tavern for the Springfield Baseball Association fundraiser event at the Community Building on Saturday, March 23, 2019, from 1:00 p.m. to 10:00 p.m.
4. Consider waiving the Community Building rental fee for a fundraiser event sponsored by the Springfield Baseball Association on Saturday, March 23, 2019

### **REGULAR AGENDA**

1. Sarpy County Sheriff's Department monthly service report
2. Connie Manzer, Springfield Memorial Library Director – Annual Library Report
3. **Continued Discussion.** Travis Riley, SYAA – Discuss city maintenance department assisting with field prep for SYAA's baseball and softball programs; discuss construction of storage bin for field product at City Park ball field
4. Michael Rabon – Presentation of new city welcome booklet
5. Consider revisions to Springfield Municipal Code regarding meter installation in buildings with multiple units, including flex spaces

6. Discuss Sally Seiber’s annual review and consider a proposed merit increase
7. City of Springfield v. Advantage Investment Properties, LLC

**DEPARTMENT REPORTS**

1. Sewer Department – Roy Swenson
2. Library & Community Building – Michael Herzog
3. Street Department – Chad Nolte
4. Water & Parks Department – Dan Craney
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 Tuesday, February 5, 2019. Present were Mayor Bob Roseland; Council Members: Roy Swenson, Michael Herzog, Chad Nolte, Dan Craney. 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 Herzog, seconded by Swenson, to approve the Consent Agenda. AYES: Swenson, Herzog, Nolte, Craney. NAYS: None. Motion carried.

Check #	Account ID	Account Description	Debit Amount	Name
<b>General</b>				
41418	6084-10-10	Aflac-Gen	17.12	Ameritas Life Insurance Corp.
41351	6080-10-10	Health Insurance	1,699.61	BlueCross BlueShield
41364	7270-10-10	Insurance-Gen	350.00	CNA Surety
41326	6080-10-10	Health Insurance	127.62	Delta Dental
41368	7205-10-10	Subscriptions-Gen	-8.98	First National Bank - REFUND
41372	7030-10-10	Prof Svcs-Planning-Gen	1,400.00	JEO Consulting Group
41415	8140-10-10	R&M Equipment-Gen	51.70	Konica Minolta Business Solutions

41373	8140-10-10	R&M Equipment-Gen	180.98	Konica Minolta Premier Finance
41374	8030-10-10	Supplies-Gen	30.71	Ledenbach, Andrea
41374	7240-10-10	Mileage-Gen	48.10	Ledenbach, Andrea
41375	7270-10-10	Insurance-Gen	1,263.77	Marcotte Insurance
41376	8030-10-10	Supplies-Gen	1.95	Menards
41376	8130-10-10	R&M Building-Gen	504.54	Menards
41381	7320-10-10	Natural Gas-General	102.35	MUD
41386	7330-10-10	Telephone-Gen	117.12	NT&T
41387	8010-10-10	Office Supplies-Gen	212.94	Office Depot
41389	7250-10-10	Publication Costs-Gen	145.96	Omaha World Herald
41391	7310-10-10	Electricity-Gen	338.76	OPPD
41392	9310-10-10	Nuisance Abatement-Gen	6.70	Petty Cash
41392	8200-10-10	Miscellaneous-Gen	7.99	Petty Cash
41392	7230-10-10	Postage/Shipping-Gen	32.48	Petty Cash
41328	6080-10-10	Health Insurance	88.50	Principal
41397	7046-10-10	Prof Svcs-Building Inspector	2,358.29	Sarpy County Building Inspector
41398	7200-10-10	Dues-Gen	70.00	Sarpy County Economic Development
41399	7040-10-10	Prof Svcs-Other-Gen	674.08	Sarpy County Election Commissioner
41400	7060-10-10	Animal Control-Gen	394.07	Sarpy County Fiscal Administrator
41401	7050-10-10	Law Contract-Gen	8,787.00	Sarpy County Treasurer
41403	7020-10-10	Prof Svcs-Legal-Gen	489.90	Seidler & Seidler
41405	7200-10-10	Dues-Gen	10.00	Southeast Clerk's Association
41406	8130-10-10	R&M Building-Gen	22.58	Springfield Ace Hardware
41406	8030-10-10	Supplies-Gen	175.89	Springfield Ace Hardware
41407	7442-10-10	Tobacco License-Gen	30.00	Springfield Platteview Community Schools
41413	7280-10-10	Laundry-Gen	101.76	Walkers Uniform Rental
<b>Total</b>			<b>19,833.49</b>	
<b>Sales Tax</b>				
41354	9170-15-10	Buffalo Park-Sales Tax	1,030.00	BCDM Architects
41368	9089-15-10	Community Events-Sales Tax	200.00	First National Bank
41371	9089-15-10	Community Events-Sales Tax	80.94	Home Depot
41371	9173-15-10	City Hall-Sales Tax	308.68	Home Depot
41374	9089-15-10	Community Events-Sales Tax	16.13	Ledenbach, Andrea
41377	9173-15-10	City Hall-Sales Tax	137.69	Menards
41376	9173-15-10	City Hall-Sales Tax	225.13	Menards
41383	9170-15-10	Buffalo Park-Sales Tax	159,200.00	Musco Sports Lighting
41404	9173-15-10	City Hall-Sales Tax	338.33	Sherwin Williams
<b>Total</b>			<b>161,536.90</b>	
<b>Library</b>				
41352	8060-20-10	Books/Videos/Maps-Lib	545.04	Amazon/SYNCB
41418	6084-20-10	Aflac-Lib	34.24	Ameritas Life Insurance Corp.
41353	8060-20-10	Books/Videos/Maps-Lib	114.18	Baker & Taylor
41355	8060-20-10	Books/Videos/Maps-Lib	5.99	Better Homes & Gardens
41351	6080-20-10	Health Insurance	1,077.18	BlueCross BlueShield
41362	7455-20-10	IP Address-Lib	55.00	Charter Communications
41326	6080-20-10	Health Insurance	64.28	Delta Dental
41367	8060-20-10	Books/Videos/Maps-Lib	5.99	Educational Development Corporation
41371	8130-20-10	R&M Building-Lib	6.98	Home Depot
41375	7270-20-10	Insurance-Lib	410.06	Marcotte Insurance
41379	8060-20-10	Books/Videos/Maps-Lib	159.61	MicroMarketing
41381	7320-20-10	Natural Gas-Lib	216.15	MUD
41386	7330-20-10	Telephone-Lib	47.77	NT&T
41391	7310-20-10	Electricity-Lib	200.13	OPPD
41393	7340-20-10	Waste Disposal-Lib	18.00	Premier Waste Solutions
41328	6080-20-10	Health Insurance	105.99	Principal
41395	8060-20-10	Books/Videos/Maps-Lib	14.97	Quiltmaker

41402	7480-20-10	Janitorial-Lib	200.00	Schmieder, Marcie
<b>Total</b>			<b>3,281.56</b>	
<b>Library Restricted</b>				
41361	8060-21-10	Books/Videos/Maps-Lib Rest	89.28	Center Point Large Print
41369	8060-21-10	Books/Videos/Maps-Lib Rest	89.15	Gale
41394	8070-21-10	Library Supplies-Lib Rest	125.96	Quill Corporation
<b>Total</b>			<b>304.39</b>	
<b>Park</b>				
41351	6080-30-10	Health Insurance	1,034.34	BlueCross BlueShield
41357	8160-30-10	R&M Grounds-Park	22.46	BRP Investments
41357	8120-30-10	Fuel-Park	64.12	BRP Investments
41360	8120-30-10	Fuel-Park	177.31	Casey's General Store
41326	6080-30-10	Health Insurance	95.48	Delta Dental
41375	7270-30-10	Insurance-Park	295.78	Marcotte Insurance
41376	8030-30-10	Supplies-Park	8.49	Menards
41391	7310-30-10	Electricity-Park	348.98	OPPD
41393	7340-30-10	Waste Disposal-Park	68.00	Premier Waste Solutions
41328	6080-30-10	Health Insurance	74.77	Principal
41406	8160-30-10	R&M Grounds-Park	19.95	Springfield Ace Hardware
41413	7290-30-10	Uniform Allowance-Park	21.64	Walkers Uniform Rental
<b>Total</b>			<b>2,231.32</b>	
<b>Community Building</b>				
41375	7270-40-10	Insurance-Community Bldg	416.78	Marcotte Insurance
41376	8030-40-10	Supplies-Community Bldg	39.80	Menards
41381	7320-40-10	Natural Gas-Community Bldg	382.44	MUD
41391	7310-40-10	Electricity-Community Bldg	145.68	OPPD
41393	7340-40-10	Waste Disposal-Community Bldg	40.00	Premier Waste Solutions
41406	8030-40-10	Supplies-Community Bldg	18.15	Springfield Ace Hardware
41413	7280-40-10	Laundry-Community Bldg	139.00	Walkers Uniform Rental
<b>Total</b>			<b>1,181.85</b>	
<b>Water</b>				
41418	6084-50-20	Aflac-Water	16.79	Ameritas Life Insurance Corp.
41356	8140-50-20	R&M Equipment-Water	596.00	Block Electrical
41351	6080-50-20	Health Insurance	1,440.15	BlueCross BlueShield
41357	8120-50-20	Fuel-Water	126.54	BRP Investments
41326	6080-50-20	Health Insurance	81.65	Delta Dental
41375	7270-50-20	Insurance-Water	1,546.12	Marcotte Insurance
41380	7420-50-20	Testing-Water	55.36	Midwest Laboratories
41382	8030-50-20	Supplies-Water	353.46	Municipal Supply
41382	9042-50-20	Meter Upgrades	1,186.97	Municipal Supply
41385	7420-50-20	Testing-Water	18.00	NE Public Health Environmental Lab
41386	7330-50-20	Telephone-Water	164.11	NT&T
41387	8010-50-20	Office Supplies-Water	21.62	Office Depot
41388	7010-50-20	Prof Svcs-Engineer-Water	141.45	Olsson Associates
41388	9201-50-20	Wellhead Protection Plan	1,021.12	Olsson Associates
41390	7430-50-20	Digger's Hotline-Water	30.21	One Call Concepts
41391	7310-50-20	Electricity-Water	1,068.63	OPPD
41328	6080-50-20	Health Insurance	88.90	Principal
41416	7040-50-20	Prof Svcs-Other-Water	10.00	Sarpy County Register of Deeds
41403	7020-50-20	Prof Svcs- Legal-Water	125.00	Seidler & Seidler
41411	9090-50-20	New Well-Water	225.00	Valuation Services
41412	7330-50-20	Telephone-Water	15.34	Verizon Wireless
41413	7290-50-20	Uniform Allowance-Water	23.14	Walkers Uniform Rental
<b>Total</b>			<b>8,355.56</b>	

<b>Sewer</b>				
41418	6084-60-30	Aflac-Sewer	16.80	Ameritas Life Insurance Corp.
41351	6080-60-30	Health Insurance	905.01	BlueCross BlueShield
41357	8120-60-30	Fuel-Sewer	56.50	BRP Investments
41360	8030-60-30	Supplies-Sewer	5.19	Casey's General Store
41359	8120-60-30	Fuel-Sewer	44.41	Casey's General Store
41360	8120-60-30	Fuel-Sewer	52.53	Casey's General Store
41326	6080-60-30	Health Insurance	0.94	Delta Dental
41370	7290-60-30	Uniforms Allowance-Sewer	154.99	Haney Shoe Store
41375	7270-60-30	Insurance-Sewer	1,129.34	Marcotte Insurance
41380	7420-60-30	Testing-Sewer	171.50	Midwest Laboratories
41384	7450-60-30	Licenses-Sewer	150.00	NDEQ
41387	8010-60-30	Office Supplies-Sewer	3.49	Office Depot
41388	7010-60-30	Prof Svcs-Engineer-Sewer	141.46	Olsson Associates
41391	7310-60-30	Electricity-Sewer	3,475.11	OPPD
41392	7230-60-30	Postage/Shipping-Sewer	1.00	Petty Cash
41328	6080-60-30	Health Insurance	64.10	Principal
41403	7020-60-30	Prof Svcs-Legal-Sewer	337.50	Seidler & Seidler
41406	8030-60-30	Supplies-Sewer	9.18	Springfield Ace Hardware
41410	8030-60-30	Supplies-Sewer	220.30	USA BlueBook
41412	7330-60-30	Telephone-Sewer	15.34	Verizon Wireless
41413	7290-60-30	Uniforms Allowance-Sewer	29.16	Walkers Uniform Rental
<b>Total</b>			<b>6,983.85</b>	
<b>Street</b>				
41358	8040-70-40	Supplies-Safety/Medical-Street	147.03	Big State Industrial Supply
41358	8030-70-40	Supplies-Street	533.81	Big State Industrial Supply
41356	9035-70-40	Heavy Machinery-Generator-Street	12,000.00	Block Electrical
41351	6080-70-40	Health Insurance	3,584.13	BlueCross BlueShield
41357	8120-70-40	Fuel-Street	269.52	BRP Investments
41359	8120-70-40	Fuel-Street	30.00	Casey's General Store
41360	8120-70-40	Fuel-Street	124.98	Casey's General Store
41363	7455-70-40	Internet-Street	64.98	Charter Communications
41365	8080-70-40	Promotional Material- Street	639.00	Cosgrave Company
41366	8140-70-40	R&M Equipment-Street	480.90	CTS Enterprises
41326	6080-70-40	Health Insurance	48.21	Delta Dental
41371	9040-70-40	Tools & Misc Equip-Street	7.74	Home Depot
41371	8215-70-40	R&M Streets & Alleys-Street	48.70	Home Depot
41371	8130-70-40	R&M Building-Street	119.71	Home Depot
41375	7270-70-40	Insurance-Street	1,660.40	Marcotte Insurance
41376	8150-70-40	R&M Vehicle-Street	3.94	Menards
41376	8130-70-40	R&M Building-Street	4.50	Menards
41376	8215-70-40	R&M Streets & Alleys-Street	52.44	Menards
41376	9040-70-40	Tools & Misc Equip-Street	84.76	Menards
41376	8030-70-40	Supplies-Street	112.06	Menards
41378	8225-70-40	R&M Street Signs&Posts-Street	1,000.00	Michael Todd & Company
41381	7320-70-40	Natural Gas-Street	863.89	MUD
41386	7330-70-40	Telephone-Street	52.61	NT&T
41389	7250-70-40	Publication Costs-Street	13.94	Omaha World Herald
41389	9084-70-40	Sidewalk Repair	18.04	Omaha World Herald
41391	7310-70-40	Electricity-Street	4,179.07	OPPD
41392	7230-70-40	Postage/Shipping-Street	4.47	Petty Cash
41393	7340-70-40	Waste Disposal-Street	40.00	Premier Waste Solutions
41328	6080-70-40	Health Insurance	81.57	Principal
41396	8130-70-40	R&M Building-Street	155.00	Rainbow Glass & Supply
41406	8140-70-40	R&M Equipment-Street	10.78	Springfield Ace Hardware
41406	8130-70-40	R&M Building-Street	52.56	Springfield Ace Hardware

41408	8225-70-40	R&M Street Signs&Posts-Street	5.69	Tractor Supply
41409	8150-70-40	R&M Vehicle-Street	22.88	Ty's Outdoor Power & Service
41412	7330-70-40	Telephone-Street	15.34	Verizon Wireless
41413	7290-70-40	Uniform Allowance-Street	29.08	Walkers Uniform Rental
41414	8100-70-40	Sand & Gravel-Street	3,450.46	Westover Rock & Sand
<b>Total</b>			<b>30,012.19</b>	
		Payroll & Payroll Taxes	50,792.29	
		VOYA Retirement ER	3,119.38	
		Medical Reimbursement	595.23	
		Water Deposit Refunds	150.00	

## Regular Agenda

Agenda Item 1. Lt. Matt Core with the Sarpy County Sheriff's Department provided the monthly service report. Council requested the department add patrol along Hwy 50 to watch for speeding vehicles. Council also requested that the department pay special attention to the crosswalk at the elementary school. Staff has noticed vehicles driving through the crosswalk when children are present, before crossing guards are out.

Agenda Item 2. Connie Manzer, Springfield Memorial Library Director, presented the annual library report. She highlighted the successful summer reading program, extensive after school activities, new makerspace cart, holiday activities and teen program. She reviewed new improvements and discussed the new local history area. Magazine subscriptions decreased from 20 to 15 because they chose not to renew the subscriptions that were no longer being checked out. Council commended library staff for their hard work and wonderful programs offered to the community.

Agenda Item 3. Travis Riley, on behalf of the SYAA, requested continued discussion regarding the city maintenance department assisting with field prep at City Park for SYAA's baseball and softball programs. Craney recommended Riley contact Jim Jennings at the high school to see if he has any students in his work / career program that can assist with field prep. Council considered having city seasonal workers do field prep from approximately the end of May through mid-July. Riley inquired if the city wants SYAA to pay them for the work. Council will consider details and staff will work on preparing an agreement. Riley also inquired about bulk storage for field product. Nolte suggested that the city allow the product to be stored in one of the maintenance material bays at the South 1<sup>st</sup> Street maintenance facility. Nolte will discuss this option with Rick Lee, maintenance manager.

Agenda Item 4. Michael Rabon presented the new city welcome booklet. Herzog said that the cover photo is too dark and suggested that it be lightened or a new photo used. Nolte said he would check with the Sarpy County Fair to see if they had a similar photo available for use. Herzog also recommended a minor wording edit. Craney suggested that the booklet be put at local businesses for distribution to customers.

Agenda Item 5. Council reviewed proposed changes to Springfield Municipal Code regarding meter installation in buildings with multiple units, including flex spaces. Council requested that the changes be put into ordinance format for their consideration.

Agenda Item 6. Motion by Nolte, seconded by Herzog, to approve a \$1.00 per hour merit increase to Sally Seiber, library assistant. AYES: Swenson, Herzog, Nolte, Craney. NAYS: None. Motion carried.

Agenda Item 7. Motion by Swenson, seconded by Herzog, to move agenda item 7, regarding City of Springfield v. Advantage Investment Properties, LLC, into executive session. AYES: Swenson, Herzog, Nolte, Craney. NAYS: None. Motion carried.

## **Department Reports**

Agenda Item 1. Swenson reported on sewer agency discussions.

Agenda Item 2. No Department Report from Herzog.

Agenda Item 3. No Department Report from Nolte.

Agenda Item 4. No Department Report from Craney. Nolte suggested that locks be placed on city dumpsters to prevent illegal dumping. He also recommended the installation of security cameras.

Agenda Item 5. No Department Report from Roseland.

Agenda Item 6. Gottsch inquired about seasonal maintenance laborers. Council requested she advertise for the position and they will consider hiring two seasonal employees. Gottsch noted that SSAP inquired about using city park space for additional soccer fields during a tournament in April. Council was open to the usage but noted that an insurance certificate would be required and SSAP would have to coordinate with SYAA on any park usage so it didn't interfere with their baseball / softball schedules. Council recommended SSAP ask the school about field space at the elementary school and high school.

## **Executive Session**

Motion by Swenson, seconded by Herzog, to enter into executive session at 8:28 p.m. for the purpose of litigation. AYES: Swenson, Herzog, Nolte, Craney. NAYS: None. Motion carried.

Motion by Swenson, seconded by Herzog, to leave executive session at 8:34 p.m. AYES: Swenson, Herzog, Nolte, Craney. NAYS: None. Motion carried.

## **Adjournment**

Motion by Herzog, seconded by Swenson, to adjourn. AYES: Swenson, Herzog, Nolte, Craney. NAYS: None. Meeting adjourned at 8:34 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 February 5, 2019; 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