



CITY COUNCIL AGENDA
Tuesday, February 6, 2018 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 January 16, 2018 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 24, 2018, from 11:00 a.m. to 6:00 p.m.
4. Consider waiving the Community Building rental fee for a fundraiser event sponsored by the Springfield Baseball Association on Saturday, March 24, 2018
5. Approve Certificate of Payment No. 1 from Valley Corporation in the amount of \$41,667.31 for services performed in conjunction with the Springfield Creek Sanitary Sewer Siphon Erosion Repair project
6. Consider approval of **Resolution 2018-4** amending Section 305 Holidays of the employee handbook

REGULAR AGENDA

1. Lt. Jacob Betsworth or Lt. Mark Topil with the Sarpy County Sheriff's Department will provide a monthly service report
2. Consider a request from Heather Warak to waive the Community Building rental fee for a benefit for the Ellsworth family
3. Connie Manzer, Springfield Memorial Library Director – Annual Library Report

4. Consider approval of **Resolution 2018-5** entering into the First Amendment to the Lottery Operator Agreement
5. Consider approval of **Resolution 2018-6** entering into an agreement for professional services rendered in conjunction with the ball field lighting project at City Park
6. Consider bids for drywall and HVAC services in the office at the new maintenance facility
7. Offer employment for the part-time library aide position
8. Discuss Kathleen Gottsch's annual review and consider a proposed merit increase

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 February 6, 2018. 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 Nolte, seconded by Swenson, to approve the Consent Agenda. AYES: Swenson, Herzog, Craney, Nolte. NAYS: None. Motion carried.

Check #	Account ID	Account Description	Debit Amount	Name
General				
39984	6084-10-10	Aflac	119.36	Aflac
39959	6080-10-10	Health Insurance	1,515.81	BlueCross BlueShield
39996	7270-10-10	Insurance	350.00	CNA Surety

39956	6080-10-10	Health Insurance	122.70	Delta Dental
39999	7230-10-10	Postage/Shipping	49.00	First National Bank
40005	7030-10-10	Prof Svcs-Planning	300.00	JEO Consulting Group
40006	8140-10-10	R&M Equip	43.04	Konica Minolta Business Solutions
40007	8140-10-10	R&M Equip	180.98	Konica Minolta Premier Finance
40011	7270-10-10	Insurance	1,559.08	Marcotte Insurance
40017	7260-10-10	Printing	40.00	Miller Press
40018	7320-10-10	Natural Gas	148.44	MUD
40023	7330-10-10	Telephone	114.72	NT&T
40024	7010-10-10	Prof Svcs-Engineer	384.15	Olsson Associates
40025	7250-10-10	Publication Costs	255.84	Omaha World Herald
40027	7310-10-10	Electricity	288.09	OPPD
40028	8010-10-10	Office Supplies	196.90	Pay-less Office Products
40029	8030-10-10	Supplies	8.77	Petty Cash
40029	7230-10-10	Postage/Shipping	25.95	Petty Cash
39958	6080-10-10	Health Insurance	88.50	Principal
40032	7025-10-10	Prof Svcs-CPA	15,400.00	Ric Ortmeier, CPA
40034	7046-10-10	Prof Svcs-Building Inspector	2,939.77	Sarpy County Building Inspector
40035	7060-10-10	Animal Control	383.62	Sarpy County Fiscal Administrator
40036	7050-10-10	Law Contract	8,589.00	Sarpy County Treasurer
40038	7020-10-10	Prof Svcs-Legal	1,422.50	Seidler & Seidler
40040	7200-10-10	Dues	10.00	Southeast Clerk's Association
40041	7442-10-10	Tobacco License	30.00	Springfield Platteview Community School
40043	7180-10-10	Education	223.00	UNO-Nebraska Clerk Institue
40045	7280-10-10	Laundry	97.24	Walkers Uniform Rental
Total			34,886.46	
Sales Tax				
39998	9085-15-10	Capital Improvements	228.18	Echo
40003	9085-15-10	Capital Improvements	81.96	Home Depot Credit Services
Total			310.14	
Library				
39988	8060-20-10	Books	63.75	Baker & Taylor
39959	6080-20-10	Health Insurance	1,017.95	BlueCross BlueShield
39995	7455-20-10	IP Address	55.00	Charter Communications
39956	6080-20-10	Health Insurance	61.80	Delta Dental
40001	8060-20-10	Books	20.98	Gardner Media
40011	7270-20-10	Insurance	505.87	Marcotte Insurance
40047	8060-20-10	Books	90.89	MicroMarketing
40018	7320-20-10	Natural Gas	249.51	MUD
40023	7330-20-10	Telephone	45.71	NT&T
40027	7310-20-10	Electricity	214.38	OPPD
40030	7340-20-10	Waste Disposal	16.95	Premier Waste Solutions
39958	6080-20-10	Health Insurance	105.99	Principal
40031	8060-20-10	Books	23.98	QuickQuilts
40037	7480-20-10	Janitorial	250.00	Schmieder, Marcie
40039	8060-20-10	Books	443.66	Smart Apple Media
Total			3,166.42	
Library Restricted				
39985	8060-21-10	Books	534.36	Amazon/SYNCB
39992	8070-21-10	Library Supplies	83.32	Brodart Co.
39994	8060-21-10	Books	89.28	Center Point Large Print
39997	8070-21-10	Library Supplies	43.69	Demco
40000	8060-21-10	Books	130.41	Gale
40010	8070-21-10	Library Supplies	33.33	The Library Store
Total			914.39	

Park				
39959	6080-30-10	Health Insurance	907.66	BlueCross BlueShield
39993	8120-30-10	Fuel	143.71	Casey's General Store
39956	6080-30-10	Health Insurance	91.80	Delta Dental
40011	7270-30-10	Insurance	377.89	Marcotte Insurance
40027	7310-30-10	Electricity	316.29	OPPD
40030	7340-30-10	Waste Disposal	65.00	Premier Waste Solutions
39958	6080-30-10	Health Insurance	74.77	Principal
40045	7290-30-10	Uniform Allowance	43.76	Walkers Uniform Rental
Total			2,020.88	
Community Building				
39991	8130-40-10	R&M Building	704.00	Block Electrical
39998	8130-40-10	R&M Building	30.20	Echo
40011	7270-40-10	Insurance	514.17	Marcotte Insurance
40018	7320-40-10	Natural Gas	442.94	MUD
40027	7310-40-10	Electricity	145.40	OPPD
40030	7340-40-10	Waste Disposal	38.00	Premier Waste Solutions
40045	7280-40-10	Laundry	132.68	Walkers Uniform Rental
Total			2,007.39	
Water				
39984	6084-50-20	Aflac	56.16	Aflac
39989	8150-50-20	R&M Vehicle	96.30	B&B Garage
39959	6080-50-20	Health Insurance	1,317.09	BlueCross BlueShield
39987	8120-50-20	Fuel	130.46	BRP Investments
39956	6080-50-20	Health Insurance	78.50	Delta Dental
39999	8160-50-20	R&M Grounds	171.10	First National Bank
40002	8160-50-20	R&M Grounds	4.47	Gretna Ace Hardware
40004	8140-50-20	R&M Equipment	372.00	HOA Solutions
40011	7270-50-20	Insurance	1,907.39	Marcotte Insurance
40016	7420-50-20	Testing	45.36	Midwest Laboratories
40019	8030-50-20	Supplies	517.39	Municipal Supply
40021	7420-50-20	Testing	511.00	NE Public Health Environmental Lab
40022	7200-50-20	Dues	200.00	Nebraska Rural Water Association
40023	7330-50-20	Telephone	160.45	NT&T
40026	7430-50-20	Digger's Hotline	23.67	One Call Concepts
40027	7310-50-20	Electricity	1,303.19	OPPD
40029	7230-50-20	Postage/Shipping	2.25	Petty Cash
39958	6080-50-20	Health Insurance	88.90	Principal
40033	7185-50-20	Lodging	110.00	Roadway Inn
39982	7040-50-20	Prof Svcs-Other	10.00	Sarpy County Register of Deeds
40044	7330-50-20	Telephone	15.26	Verizon Wireless
40045	7290-50-20	Uniform Allowance	47.36	Walkers Uniform Rental
Total			7,168.30	
Sewer				
39984	6084-60-30	Aflac	29.12	Aflac
39959	6080-60-30	Health Insurance	1,321.15	BlueCross BlueShield
39987	8120-60-30	Fuel	108.54	BRP Investments
39956	6080-60-30	Health Insurance	107.25	Delta Dental
40002	8160-60-30	R&M Grounds	18.99	Gretna Ace Hardware
40008	8160-60-30	R&M Grounds	502.56	Kriha Fluid Power
40011	7270-60-30	Insurance	1,393.22	Marcotte Insurance
40013	9040-60-30	Tools & Misc Equip	41.25	Menards
40016	7420-60-30	Testing	171.50	Midwest Laboratories
40024	9099-60-30	Sewer Siphon Repair	827.47	Olsson Associates

40027	7310-60-30	Electricity	2,932.22	OPPD
39958	6080-60-30	Health Insurance	50.65	Principal
40038	7020-60-30	Prof Svcs-Legal	412.50	Seidler & Seidler
39981	9099-60-30	Sewer Siphon Repair	41,667.31	Valley Corporation
40044	7330-60-30	Telephone	15.26	Verizon Wireless
40045	7290-60-30	Uniforms Allowance	47.52	Walkers Uniform Rental
Total			49,646.51	
Street				
39986	8150-70-40	R&M Vehicle	222.16	Austec Repair
39990	9040-70-40	Tools & Misc Equip	218.43	Big State Industrial Supply
39959	6080-70-40	Health Insurance	686.56	BlueCross BlueShield
39987	8120-70-40	Fuel	147.51	BRP Investments
39993	8120-70-40	Fuel	160.20	Casey's General Store
39956	6080-70-40	Health Insurance	30.90	Delta Dental
40002	8150-70-40	R&M Vehicle	3.59	Gretna Ace Hardware
40003	9040-70-40	Tools & Misc Equip	17.12	Home Depot
40003	8140-70-40	R&M Equip	6.22	Home Depot
40009	8100-70-40	Sand & Gravel	368.00	Leading Edge
40011	7270-70-40	Insurance	2,484.38	Marcotte Insurance
40012	8150-70-40	R&M Vehicle	1.98	Menards
40013	9040-70-40	Tools & Misc Equip	28.31	Menards
40013	8130-70-40	R&M Building	54.41	Menards
40012	9040-70-40	Tools & Misc Equip	67.41	Menards
40014	8225-70-40	R&M Street Signs&Posts	457.20	Michael Todd & Company
40014	8140-70-40	R&M Equip	954.00	Michael Todd & Company
40020	8140-70-40	R&M Equip	96.39	Mill Creek Auto Parts
40018	7320-70-40	Natural Gas	877.75	MUD
40023	7330-70-40	Telephone	52.02	NT&T
40024	7010-70-40	Prof Svcs-Engineer	295.50	Olsson Associates
40025	7250-70-40	Publication Costs	13.94	Omaha World Herald
40025	9084-70-40	Sidewalk Repair	14.76	Omaha World Herald
40027	7310-70-40	Electricity	3,564.61	OPPD
40029	7230-70-40	Postage/Shipping	5.60	Petty Cash
40030	7340-70-40	Waste Disposal	38.00	Premier Waste Solutions
39958	6080-70-40	Health Insurance	68.13	Principal
40042	8140-70-40	R&M Equip	28.72	Tractor Supply
40042	9040-70-40	Tools & Misc Equip	41.71	Tractor Supply
40042	8160-70-40	R&M Grounds	4.94	Tractor Supply
40042	8150-70-40	R&M Vehicle	231.99	Tractor Supply
40044	7330-70-40	Telephone	15.27	Verizon Wireless
40045	7290-70-40	Uniform Allowance	43.68	Walkers Uniform Rental
40046	8100-70-40	Sand & Gravel	1,769.03	Westover Rock & Sand
Total			13,070.42	
		Payroll & Payroll Taxes	42,521.75	
		VOYA Retirement ER	2,460.26	
		Medical Reimbursement	448.50	
		Water Deposit Refunds	214.61	

Regular Agenda

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

Agenda Item 2. Heather Warak requested the Council waive the Community Building rental fee for a benefit she is hosting to help support the Ellsworth family. Council did not waive the rental fee; however,

an anonymous donor has offered to pay the fee for them. Warak is still responsible for the rental agreement and deposit.

Agenda Item 3. Connie Manzer, Library Director, provided the annual library report. Manzer reviewed the summer reading program, as well as other programs offered for children, teens and adults throughout the year. She reported that new display units were purchased to showcase local history items. The display cases were funded by memorial donations. Manzer thanked the Mayor, Council and city staff for support of the library.

Agenda Item 4. John Hassett, keno operator with Advanced Gaming Technology, requested to amend the city's keno contract to increase the dollar amount on cash prize payouts to be paid by check from \$250 to \$500. Hassett noted that the state allows cash prize payouts to be paid by check at \$1,500. Bruce Thayer, Trojan Tavern, said that increasing the amount will reduce paperwork and time it takes for staff to write checks to winning keno players. Council Member Swenson introduced Resolution 2018-5 and moved its adoption. Council Member Herzog seconded the foregoing motion and on roll call on the passage and adoption of said resolution, the following voted YEA: Swenson, Herzog, Nolte, Craney. 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
2018-5**

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 Advanced Gaming Technologies, Inc., a Nebraska Corporation, entered into a City of Springfield Lottery Operator Agreement on July 16, 2013; and

WHEREAS, the parties wish to amend Section 8 Record Keeping and Auditing, Subsections F, G and J to increase the dollar amount on cash prize payouts to be paid by check from \$250 to \$500; and

WHEREAS, the parties wish to modify the provisions of the prior agreement by this amendment.

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

Introduced and Passed this 6th day of February, 2018.

Ayes 4

Nays 0

Abstain 0

Absent 0

Approved:

Mayor

SEAL

Attest:

City Clerk

Agenda Item 5. Council Member Nolte introduced Resolution 2018-6 and moved its adoption. Council Member Swenson seconded the foregoing motion and on roll call on the passage and adoption of said resolution, the following voted YEA: Swenson, Herzog, Nolte, Craney. 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
2018-6**

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 Beringer Ciaccio Dennell Mabrey Inc. a/k/a BCDM Architects, wish to enter into an Agreement for Professional Services for services rendered on the Springfield City Park Ball Field Lighting Project; and

WHEREAS, professional services provided by BCDM Architects shall consist of design, contract documents, bid assistance and construction contract administration services related to adding ball field lighting at the existing Springfield City Park Ball Field; and

WHEREAS, the City of Springfield hereby appoints BCDM Architects to serve as a special engineer specifically for this project.

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 6th day of February, 2018.

Ayes 4

Nays 0

Abstain 0

Absent 0

Approved:

Mayor

SEAL

Attest:

City Clerk

Agenda Item 6. Council reviewed a bid from Zych Drywall Inc. in the amount of \$5,066.00 for labor and materials for drywall in the office at the new maintenance facility. They also reviewed a bid from Derby's Heating & Air Inc. in the amount of \$1,455.00 for the installation of supply and return air vents in the office at the new maintenance facility, as well as installation of two exhaust fans and vents in the

bathrooms. Motion by Swenson, seconded by Herzog, to table agenda item 6, regarding bids for drywall and heating and air services at the new maintenance facility, until the February 20, 2018, Council meeting. AYES: Swenson, Herzog, Nolte, Craney. NAYS: None. Motion carried.

Agenda Item 7. Motion by Swenson, seconded by Herzog, to offer employment to Sally Seiber for the part-time library aide position at the rate of \$10.00/hour, which is in line with the Library Board's recommendation. AYES: Swenson, Herzog, Nolte, Craney. NAYS: None. Motion carried.

Agenda Item 8. Motion by Nolte, seconded by Herzog, to move agenda item 8, regarding Kathleen Gottsch's annual review and proposed merit increase, into executive session. AYES: Swenson, Herzog, Nolte, Craney. NAYS: None. Motion carried.

Department Reports

Agenda Item 1. No Department Report from Swenson.

Agenda Item 2. No Department Report from Herzog.

Agenda Item 3. Nolte reported that a vacant home recently had a major water leak. The city will monitor the situation.

Agenda Item 4. No Department Report from Craney.

Agenda Item 5. Mayor Roseland reported that the city, along with Sarpy County and the other cities in the county, received an award from the Sarpy County Economic Development Corporation for their work on the sewer agency.

Agenda Item 6. No additional city staff reports.

Executive Session

Motion by Nolte, seconded by Swenson, to enter into executive session at 7:28 p.m. for the purpose of personnel discussion. AYES: Swenson, Herzog, Nolte, Craney. NAYS: None. Motion carried.

Motion by Nolte, seconded by Hezog, to leave executive session at 7:45 p.m. AYES: Swenson, Herzog, Nolte, Craney. NAYS: None. Motion carried.

Motion by Craney, seconded by Nolte, to approve a 3.5% merit increase to Kathleen Gottsch. AYES: Swenson, Herzog, Nolte, Craney. NAYS: None. Motion carried.

Adjournment

Motion by Nolte, seconded by Swenson, to adjourn. AYES: Swenson, Herzog, Nolte, Craney. NAYS: None. Meeting adjourned at 7:46 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 6, 2018; 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