



CITY COUNCIL AGENDA
Tuesday, January 19, 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 January 5, 2016 Council Meeting
2. Approve Treasurer's Report
3. Appoint Jim Opitz, 585 Main Street, to the Board of Adjustment
4. Approve Invoice No. 245327 from Olsson Associates in the amount of \$2,830.57 for professional services rendered from December 6, 2015, through January 2, 2016, for work completed on South 1st Street Sanitary Sewer Replacement & Spruce Street Paving Improvements
5. Approve Invoice No. 245245 from Olsson Associates in the amount of \$1,116.96 for professional services rendered from December 6, 2015, through January 2, 2016, for work completed on Municipal Water System Improvements (New Well)

REGULAR AGENDA

1. Conduct a **Hearing on Special Assessments** for the purpose of considering and levying special assessments on the following properties:
 - Mark Pelton, property owner of 405 South 2nd Street, Springfield
 - Patronila Howard, property owner of 280 Maple Street, Springfield
2. Consider approval of **Resolution 2016-6** levying special assessments on the following properties:
 - Mark Pelton, property owner of 405 South 2nd Street, Springfield

- Patronila Howard, property owner of 280 Maple Street, Springfield
3. **Public Hearing** to consider objections to the passage of the Resolution of Necessity for enlargements and additions to the existing sewage treatment facility of the City in Sanitary Sewer District No. 2016-1
 4. Consider approval of **Resolution 2016-7** adopting the proposed Resolution of Necessity (Sanitary Sewer District No. 2016-1)
 5. Consider approval of **Resolution 2016-8** ordering construction of the improvements set out in the Resolution of Necessity (Sanitary Sewer District No. 2016-1)
 6. Consider Applications for Special Designated Liquor Licenses submitted by St. Joseph's Knights of Columbus for fish fries at St. Joseph's Catholic Church on February 12 and February 19, 2016, from 5:00 p.m. to 8:00 p.m.
 7. Consider approval of a bid for new carpet in the office at City Hall; Consider approval of a bid for new office furniture at City Hall
 8. Consider approval of a bid to replace blower bearings at the sewer plant
 9. Consider implementing a workplace safety policy
 10. Discuss Kathleen Gottsch'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 January 19, 2016. Present were Mayor Bob Roseland; Council Members: Darren Carlson, 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 Craney, to approve the Consent Agenda. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried.

The City Clerk reported a balance on hand of \$1,097,559.05 in cash assets; Prestige Treasury-\$204,381.10; Prestige Bond-\$598,210.19; Keno Community Betterment-\$154,509.79; Keno Progressive Jackpot-\$50,012.60; Water Deposit Savings-\$4,187.86; Refundable Deposit Savings-\$1,222.69; Water Tower Savings-\$132,205.30; Sewer Restricted-\$113,338.99; Water Capital Facilities Fees-\$32,298.34; Sewer Capital Facilities Fees-\$75,362.78; City Sales Tax-\$196,838.46; Money Mark Library Bricks-\$3,764.94; Government Securities-\$104,951.91; Library Savings-\$62,473.01; Time Certificates as follows: Bond-\$76,937.69; Tower-\$57,536.54; Water-\$126,155.34; Park-\$11,938.26; Library Bricks-\$21,319.43; Cash Receipts-\$101,474.67; Cash Disbursements-\$105,473.59.

Regular Agenda

Agenda Item 1. A Public Hearing of the Springfield City Council was opened at 7:02 p.m. for the purpose of considering and levying special assessments on the following properties:

Mark Pelton, property owner of 405 South 2nd Street
Patronila Howard, property owner of 280 Maple Street

No one from the public spoke in favor of or against the assessments. Motion by Nolte, seconded by Craney, to close the public hearing. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried. Public Hearing closed at 7:03 p.m.

Agenda Item 2. Council Member Nolte introduced Resolution 2016-6 and moved its adoption. Council Member Craney 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 2016-6

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

1. The Mayor and Council find and determine: That the Council has heretofore designated this time and place for considering and levying special assessments upon property specially benefited by sidewalk improvements to pay the cost of constructing same; that notice of the time and place of holding this meeting for said purpose has been duly given as provided by statute by publication in the Papillion Times, a legal newspaper published in Sarpy County and of general circulation in the City, on December 16, 2015, at least four weeks before holding this meeting; that the Mayor and Council have at this session heard all persons who desired to be heard in reference to the special benefits or damages thereto by reason of the construction of said improvements.

2. The Mayor and Council find and determine that at the hearing all assessments have been adjusted and equalized with reference to the benefits resulting from the improvements; that no lot has been damaged by the construction of said improvements; that the amounts of benefits specially accruing to each lot by reason of the construction of said sidewalk improvements exceeds the amount assessed against each lot or parcel of land to pay the cost of said improvements. The benefits are equal and uniform and the assessments shown on the schedule hereinafter set out are according to the costs incurred by the city for such improvements.

3. There are hereby levied and assessed upon the lots identified special assessments to pay the cost of constructing said improvements in the amount in dollars and cents set out in the schedule below.

Property Owner	Address	Construction Cost	Publication Cost	Administrative Fee	Total Assessment
Mark Pelton	405 South 2 nd Street	\$1,045.00	\$14.35	\$100.00	\$1,159.35
Patronila Howard	280 Maple Street	\$600.00	\$15.17	\$100.00	\$715.17

4. Said special assessments shall be a lien on the property on which they are levied from the date of the passage of this resolution and shall be certified by the City Clerk to the Treasurer of this City for collection; that the City Clerk shall also at the time provided by law cause such assessments or the portion thereof then remaining unpaid to be certified to the County Treasurer for entry upon the proper tax list; that said assessments shall be payable to and collected by the County Treasurer.

5. Said assessments are payable in seven equal installments, the first of which shall become delinquent not less than ten (10) days from the date of adoption of the resolution, and the remaining installments shall become delinquent the 1st day of February, subsequent to the date of levy and thereafter, in one, two, three, four, five and six years respectively; that each of said installments shall draw interest from the date of the passage of this resolution at the rate of ten per centum (10%) per annum, until the same become delinquent, and after the same become delinquent interest at the rate specified by law for delinquent special assessments for such projects shall be paid thereon; provided all said assessments may be paid at one time on any lot or land within ten (10) days from the date of levy without interest.

PASSED AND APPROVED this 19th day of January, 2016.

Ayes 4

Nays 0

Abstain 0

Absent 0

Approved:

 Mayor

SEAL

Attest:

 City Clerk

Agenda Item 3. The Mayor stated that the purpose of the meeting was to fully consider objections to the passage of the Resolution of Necessity for enlargements and additions to the existing sewage treatment facility of the City in Sanitary Sewer District No. 2016-1 of the City, as proposed at a meeting of the Mayor and Council held on the 5th day of January, 2016, and spread at length on the minutes of that meeting and to consider objections to the making of the improvements as provided for in such resolution. A Public Hearing was opened at 7:04 p.m. The Clerk reported that no protests to the proposed improvements or to the Resolution of Necessity were filed in her office prior to the time set for such filing. Motion by Nolte, seconded by Swenson, to close the public hearing. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried. Public Hearing closed at 7:05 p.m.

Agenda Item 4. Council Member Swenson introduced Resolution 2016-7 and moved its adoption. Council Member Nolte 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
2016-7**

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

The Mayor and Council hereby find and determine: That there was proposed at a meeting of the Mayor and Council of the City of Springfield, Nebraska, on January 5, 2016, a Resolution of Necessity for the construction of sanitary sewer improvements within the City; that notice of pendency of said Resolution was published as provided by law; that the Mayor and Council of the City of Springfield, Nebraska, having considered the proposed Resolution of Necessity so presented and proposed be adopted as proposed.

PASSED AND APPROVED this 19th day of January, 2016.

Ayes 4

Nays 0

Abstain 0

Absent 0

Approved:

Mayor

SEAL

Attest:

City Clerk

Agenda Item 5. Council Member Carlson introduced Resolution 2016-8 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: 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
2016-8**

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

That pursuant to a Resolution of Necessity proposed at a meeting of the City Council on January 5, 2016, and finally adopted on this date, it is hereby ordered upon motion of this Council without petition of property owners, that the improvements, all as set out in said Resolution of Necessity as finally passed and which Resolution of Necessity is by reference made a part hereof, be constructed.

PASSED AND APPROVED this 19th day of January, 2016.

Ayes 4

Nays 0

Abstain 0

Absent 0

Approved:

Mayor

SEAL

Attest:

City Clerk

Agenda Item 6. Motion by Nolte, seconded by Swenson, to approve Applications for Special Designated Liquor Licenses submitted by St. Joseph's Knights of Columbus for fish fries at St. Joseph's Catholic Church on February 12 and February 19, 2016, from 5:00 p.m. to 8:00 p.m. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried.

Agenda Item 7. Motion by Swenson, seconded by Carlson, to approve the proposal from Floors, Inc. in the amount of \$2,057.00 for new carpet in City Hall and the proposal from Cornhusker State Industries in the amount of \$9,466.00 for new office furniture in City Hall. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried.

Agenda Item 8. Motion by Nolte, seconded by Craney, to approve the bid from Waldinger Corporation in the amount of \$3,262.00 to replace the blower bearings and carbon shaft seals at the wastewater treatment plant. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried.

Agenda Item 9. Council discussed implementing a workplace safety policy. Council considered purchasing updated emergency radios for public works employees. Mayor Roseland will obtain a quote for the new radios. Council also discussed offering workplace safety training.

Agenda Item 10. Motion by Nolte, seconded by Craney, to move agenda item 10, regarding Kathleen Gottsch's annual review and proposed merit increase, into executive session. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried.

Department Reports

Agenda Item 1. No Department Report from Carlson.

Agenda Item 2. Swenson reported that he plans to attend the Library Board meeting scheduled for Monday, January 25. He will talk with them about installing a new handicap accessible front door.

Agenda Item 3. Craney reported that he is working with Heath to obtain the sewer license. Mayor Roseland said that he will meet with Craney to go over the new well project.

Agenda Item 4. Nolte reported that he will meet with the public works department and Kildow Construction to layout the office, bathrooms, and break area in the new maintenance shop.

Agenda Item 5. Mayor Roseland reviewed information from weekly meetings pertaining to the southern Sarpy County sewer study, Platteview Road corridor study and NDOR Build Nebraska Act project selection process.

Agenda Item 6. The City Administrator provided additional information pertaining to the county sewer study.

Executive Session

Motion by Nolte, seconded by Swenson, to enter into executive session at 7:55 p.m. for the purpose of personnel discussion. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried.

Motion by Carlson, seconded by Swenson, to leave executive session at 8:04 p.m. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried.

Motion by Nolte, seconded by Craney, to approve a 3% annual merit increase for Kathleen Gottsch, City Administrator/Clerk/Treasurer. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Motion carried.

Adjournment

Motion by Nolte, seconded by Swenson, to adjourn. AYES: Carlson, Swenson, Craney, Nolte. NAYS: None. Meeting adjourned at 8:05 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 January 19, 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