



CITY COUNCIL AGENDA

Tuesday, July 18, 2017, 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 July 5, 2017 Council Meeting
2. Approve Treasurer's Report
3. Approval of **Resolution 2017-17** updating Section 316 Health Insurance of the Employee Handbook
4. Approval of **Resolution 2017-18** updating Section 317 Life Insurance of the Employee Handbook
5. Approval of **Resolution 2017-19** updating Section 318 Short-Term Disability of the Employee Handbook
6. Approve Claims

REGULAR AGENDA

1. **Tabled May 16, 2017.** Direct the City Clerk to notify Jerry and Bonnie Meisinger, property owners of 15501 South Highway 50, Springfield, NE 68059, legally described as Lot 5, Grand Square Addition to the City of Springfield, Sarpy County, Nebraska, that they are to appear before the City Council on June 6, 2017, at 7:00 p.m. and show cause why such condition of said property should not be found to be a public nuisance (*new appearance date to be August 15, 2017*)

2. Dan Williams, Developer, and Mulberry Lane single-family dwelling property owners – Discuss subdividing Lot 52, Southcrest Hills and providing the city with an easement for future trail connection
3. Brad Harris with Layne Christensen – Discuss repair options for screen at well no. 2
4. Discuss new well project and coordination with Cemetery Board
5. Consider obtaining bids from contractors for street repairs
6. Consider options to restore tree limb dump site owned by the Sarpy County Agricultural Society
7. **Tabled June 20, 2017.** Consider installation of security cameras at the Buffalo Park Splash Pad
8. Discuss Andie Ledenbach’s annual review and consider a proposed merit increase
9. Discuss Rick Lee’s annual review and consider a proposed merit increase
10. Enforcement action against Jackie Newcomb, 305 South 4th Street, for zoning violation – expiration of temporary use permit

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 the Springfield City Hall on July 18, 2017. Present were Mayor Bob Roseland; Council Members: Roy Swenson, Michael Herzog, Dan Craney. Absent: Chad Nolte. 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 Swenson, seconded by Herzog, to approve the Consent Agenda. AYES: Swenson, Herzog, Craney. NAYS: None. Motion carried.

The City Clerk reported a balance on hand of \$1,355,198.52 in cash assets; Prestige Treasury-\$204,687.59; Prestige Bond-\$765,352.94; Keno Community Betterment-\$206,753.03; Keno Progressive Jackpot-\$50,012.47; Water Deposit Savings-\$4,192.91; Refundable Deposit Savings-\$1,224.18; Water Tower Savings-\$144,102.07; Sewer Restricted-\$136,906.89; Water Capital Facilities Fees-\$32,346.76; Sewer Capital Facilities Fees-\$75,475.79; City Sales Tax-\$205,468.35; Money Mark Library Bricks-\$2,868.48; Government Securities-\$105,001.81; Library Savings-\$13,507.60; Time Certificates as follows: Bond-\$77,272.50; Tower-\$57,839.54; Water-\$126,740.00; Library Bricks-\$21,418.62; Cash Receipts-\$144,245.60; Cash Disbursements-\$86,934.17; Refunding Bond 2010 principal pymt \$30,000, interest pymt \$1,530.00; GO Sidewalk Bond 2011/2012 interest pymt \$926.25.

RESOLUTION 2017-17

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

WHEREAS, the City of Springfield reserves the right to establish and update personnel policies and procedures which are within their legal authority; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the City Council of the City of Springfield, Sarpy County, Nebraska, that the City of Springfield Employee Handbook Section 316 entitled "Health Insurance" shall be amended to read as follows:

316 Health Insurance

The City of Springfield's health insurance plan provides employees and their dependents access to medical and dental insurance benefits. Employees in the following employment classifications are eligible to participate in the health insurance plan after completing a sixty (60) day waiting period:

- * Regular full-time employees
- * Regular part-time employees (single coverage only)

Coverage is effective on the first day of the month following the sixty (60) day waiting period.

The required waiting period is waived for existing employees changing from part-time employment classification to regular part-time or full-time employment classifications and having already satisfied the sixty (60) day waiting period. Coverage is effective on the first day of the month following the classification change.

Eligible employees may participate in the health insurance plan subject to all terms and conditions of the agreement between the City of Springfield and the insurance carrier. Any employee who wishes to waive their rights to insurance must sign a waiver stating such. This waiver will remain on file with the City Clerk.

Details of the health insurance plan are described in the Summary Plan Description (SPD). An SPD and information on cost of coverage will be provided in advance of enrollment to eligible employees. Contact the Mayor for more information about health insurance benefits.

The City pays 100% of the employee's monthly premium, as well as 100% of the deductible and coinsurance up to the maximum out-of-pocket expense (deductibles and coinsurance are for employee/spouse/family coverage – no exclusions).

Employees are responsible for 100% of the spouse/family monthly premium.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Mayor and the City Council of the City of Springfield, Sarpy County, Nebraska, that the City of Springfield Employee Handbook Section 316 entitled "Health Insurance" shall take effect immediately.

Passed and approved this 18th day of July, 2017.

Ayes __3__

Nays __0__

Abstain __0__

Absent __1__

Approved:

Mayor

SEAL

Attest:

City Clerk

**RESOLUTION
2017-18**

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

WHEREAS, the City of Springfield reserves the right to establish and update personnel policies and procedures which are within their legal authority; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the City Council of the City of Springfield, Sarpy County, Nebraska, that the City of Springfield Employee Handbook Section 317 entitled "Life Insurance" shall be amended to read as follows:

317 Life Insurance

Life insurance offers you and your family important financial protection. The City of Springfield provides a basic life insurance plan for eligible employees.

Accidental Death and Dismemberment (AD&D) insurance provides protection in cases of serious injury or death resulting from an accident. AD&D insurance coverage is provided as part of the basic life insurance plan.

Employees in the following employment classifications are eligible to participate in the life insurance plan after completing a ~~ninety (90)~~ sixty (60) day waiting period:

- * Regular full-time employees
- * Regular part-time employees

Coverage is effective on the first day of the month following the sixty (60) day waiting period.

The required waiting period is waived for existing employees changing from part-time employment classification to regular part-time or full-time employment classifications and having already satisfied the ~~ninety (90)~~ sixty (60) day waiting period. Coverage is effective on the first day of the month following the classification change.

Eligible employees may participate in the life insurance plan subject to all terms and conditions of the agreement between the City of Springfield and the insurance carrier.

Details of the basic life insurance plan including benefit amounts are described in the Summary Plan Description provided to eligible employees. Contact the City Administrator for more information about life insurance benefits.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Mayor and the City Council of the City of Springfield, Sarpy County, Nebraska, that the City of Springfield Employee Handbook Section 316 entitled "Health Insurance" shall take effect immediately.

Passed and approved this 18th day of July, 2017.

Ayes 3

Nays 0

Abstain 0

Absent 1

Approved:

Mayor

SEAL

Attest:

City Clerk

**RESOLUTION
2017-19**

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

WHEREAS, the City of Springfield reserves the right to establish and update personnel policies and procedures which are within their legal authority; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the City Council of the City of Springfield, Sarpy County, Nebraska, that the City of Springfield Employee Handbook Section 318 entitled "Short-Term Disability" shall be amended to read as follows:

318 Short-Term Disability

The City of Springfield provides a short-term disability (STD) benefits plan to eligible employees who are unable to work because of a qualifying disability due to an injury or illness. Employees in the following employment classifications are eligible to participate in the STD plan after completing a ~~ninety (90)~~ sixty (60) day waiting period:

- * Regular full-time employees
- * Regular part-time employees

Coverage is effective on the first day of the month following the sixty (60) day probationary period.

The required waiting period is waived for existing employees changing from part-time employment classification to regular part-time or full-time employment classifications and having already satisfied the ~~ninety (90)~~ sixty (60) day waiting period. Coverage is effective on the first day of the month following the classification change.

Eligible employees may participate in the STD plan subject to all terms and conditions of the agreement between the City of Springfield and the insurance carrier.

Disabilities arising from pregnancy or pregnancy-related illness are treated the same as any other illness that prevents an employee from working.

Details of the STD benefits plan including benefit amounts, when they are payable, and limitations, restrictions and other exclusions are described in the Summary Plan Description provided to eligible employees. Contact the City Administrator for more information about STD benefits.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Mayor and the City Council of the City of Springfield, Sarpy County, Nebraska, that the City of Springfield Employee Handbook Section 316 entitled "Health Insurance" shall take effect immediately.

Passed and approved this 18th day of July, 2017.

Ayes 3

Nays 0

Abstain 0

Absent 1

Approved:

Mayor

SEAL

Attest:

City Clerk

Claims Payable:

Name	Amount	Account Description
Alex Heimes Hauling	800.00	Storm 2017-Gen
B&B Garage & Towing	1,125.00	Storm 2017-Gen
Chad's Auto Repair	825.00	Storm 2017-Gen
D.C.I. Trucking & Landscaping	1,950.00	Storm 2017-Gen
Heimes Corp.	3,070.00	Storm 2017-Gen
Kildow Construction	2,688.40	Storm 2017-Gen
Krayneski Lawn & Landscaping	825.00	Storm 2017-Gen
Larry Nolte Repair	825.00	Storm 2017-Gen
Terry Hughes Tree Service	5,000.00	Storm 2017-Gen
T-REX Services	1,955.00	Storm 2017-Gen
	19,063.40	

Regular Agenda

Agenda Item 1. City Administrator, Kathleen Gottsch, introduced the following exhibits to the Council:

Exhibit 17 – Photographs of the property taken July 18, 2017.

Exhibit 18 – Photographs of the property taken July 18, 2017.

Jerry Meisinger, property owner of 15501 South Highway 50, attended the meeting and reported that the June 16 storm damage set him back a bit. He fixed the garage door prior to the storm, but the wind knocked it out of square. He will get the door fixed again. Council noted that the majority of nuisance abatement items have been addressed. No action taken.

Agenda Item 2. Dan Williams, owner of Lot 52 Southcrest Hills, handed out a proposed site plan showing the subdivision of Lot 52 to adjacent property owners along Mulberry Lane. Williams reported that he is willing to give the city a trail easement on the southern edge of the property. The city's comprehensive plan outlines a future trail segment running through this property and connecting with the existing MoPac Trail along Pflug Road. Williams noted that his goal is to have the adjacent property owners along Mulberry Lane form an LLC committing all owners to buy the property and then the LLC could subdivide it accordingly. The LLC would sell a portion of Lot 52 to each adjacent property owner. Williams is coordinating with Dooly Jolly and Joe Kreifels, adjacent property owners, on this project. Kathleen Gottsch, City Administrator, noted that the city needs to confirm trail easement size and location with the city engineer. She pointed out that setbacks for structures would be from the easement line. Rear access would be prohibited. Gottsch said that the drainage way needs to be maintained and free from any structures. The Papio-Missouri River NRD expressed concern with future maintenance of the stream being difficult with multiple property owners. Williams noted that if the adjacent property owners do not want to purchase Lot 52 that he will donate the entire parcel to the city. The following adjacent property owners were in attendance: Adam and Julie Kuhl, 701 Mulberry Lane; Jenny Kreifels, 709 Mulberry Lane; Adam Beaver, 601 Mulberry Lane; and Kathy Manley, 705 Mulberry Lane. Council will consider the information. No action taken.

Agenda Item 3. Brad Harris with Layne Christensen reported that when work was being done at well no. 2 the crew pulled out a couple feet of gravel. They put a camera down the well and found a hole in the screen at approximately 150 feet. They stopped work on the motor replacement, raised the pump up above the hole and slowed it down temporarily until the hole can be repaired. Harris thinks that gravel from the hole got into the pump creating the motor issue. Gottsch inquired as to why a hole developed in the screen, which was just relined a few years ago. She asked if the screen was deficient or if the well was running in a way that would cause the hole. Harris said he wasn't sure of the reason, but commented

that a lot of water was running through a smaller hole since the well was relined. He suggested the city use a screen repair company out of Arizona to fix the hole. He said the company inserts a stainless steel sleeve (approximately 3 feet long for our project) and uses a hydraulic press to spread the sleeve out into a perfect circle which then plugs the hole. He reported that Nebraska City recently used this company when their screen buckled. He suggested the city contact their staff for a recommendation on the Arizona company. Harris said that the fix would cost approximately \$13,000. Gottsch requested that the company submit a formal proposal detailing the work to be done, which can then be reviewed by the city engineer prior to Council approval.

Agenda Item 4. Council reviewed meeting notes from the June 20 meeting between Gottsch, Swenson and Nolte and the Springfield Cemetery Board. Based upon comments made by the cemetery board at the meeting, the city attorney and city engineer suggested that the city obtain a written agreement and/or easement outlining the board's representations. Swenson offered that he and Nolte reach out to the cemetery board to discuss obtaining an easement or purchasing the property.

Agenda Item 5. Swenson recommended the city obtain bids from contractors for larger street repairs. Council agreed that the city does not have enough maintenance staff to perform larger pours. They agreed that the maintenance staff can focus on sidewalk approaches, smaller pours and tarring cracks. Craney will work with Rick Lee and Kent Maystrick to prioritize street repairs and begin obtaining bids.

Agenda Item 6. Council considered options to restore the tree limb dump site owned by the Sarpy County Agricultural Society. Motion by Craney, seconded by Herzog, to regrade the tree limb dump site located at Spruce and Railroad Streets, rock the driveway area that was rocked prior to the lot being used for dumping, and reseed the disturbed area in the fall. AYES: Swenson, Herzog, Craney. NAYS: None. Motion carried. Council also requested the maintenance department regrade the city's lot on the corner of Main and Railroad Streets prior to the fair.

Agenda Item 7. No action taken.

Agenda Items 8 and 9. Motion by Swenson, seconded by Craney, to move agenda items 8 and 9, regarding Andie Ledenbach and Rick Lee's annual reviews and proposed merit increases, into executive session. AYES: Swenson, Herzog, Craney. NAYS: None. Motion carried.

Agenda Item 10. The third accessory structure at 305 South 4th Street was removed on July 17, 2017, so there is no longer a zoning violation on the property. No action was taken.

Department Reports

Agenda Item 1. No Department Report from Swenson.

Agenda Item 2. Herzog reported that the library summer reading program is in full swing.

Agenda Item 3. No Department Report from Nolte.

Agenda Item 4. No Department Report from Craney.

Agenda Item 5. No Department Report from Mayor Roseland.

Agenda Item 6. No additional city staff reports.

Executive Session

Motion by Swenson, seconded by Herzog, to enter into executive session at 8:21 p.m. for the purpose of personnel discussion. AYES: Swenson, Herzog, Craney. NAYS: None. Motion carried.

Motion by Swenson, seconded by Craney, to leave executive session at 8:35 p.m. AYES: Swenson, Herzog, Craney. NAYS: None. Motion carried.

Motion by Swenson, seconded by Herzog, to approve a 3% annual merit increase to Andie Ledenbach. AYES: Swenson, Herzog, Craney. NAYS: None. Motion carried.

Motion by Swenson, seconded by Herzog, to approve a 2% annual merit increase to Rick Lee. AYES: Swenson, Herzog, Craney. NAYS: None. Motion carried.

Adjournment

Motion by Swenson, seconded by Craney, to adjourn. AYES: Swenson, Herzog, Craney. NAYS: None. Meeting adjourned at 8:36 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 July 18, 2017; 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