



CITY COUNCIL AGENDA

Tuesday, March 3, 2015 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 February 17, 2015 Council Meeting
2. Approve Claims and Payroll
3. Approve Invoice No. 224738 from Olsson Associates in the amount of \$23,520.00 for professional services rendered from December 28, 2014, through January 31, 2015, for work completed on the Wastewater Treatment & Collection System Facility Plan
4. Approve Invoice No. 225767 from Olsson Associates in the amount of \$10,047.02 for professional services rendered from December 28, 2014, through January 31, 2015, for work completed on Main Street Phase 3
5. Consider an Application for a Special Designated Liquor License submitted by Garvey's Pub for the Springfield Volunteer Fire Department Annual Banquet at the Sarpy County Fairgrounds 4H Building on March 7, 2015, from 6:00 p.m. to 2:00 a.m.
6. Consider an Application for a Special Designated Liquor License submitted by the Springfield Legion Baseball Parents for a fundraiser event at the Community Building on Saturday, March 21, 2015, from 12:00 p.m. to 7:00 p.m.
7. Consider waiving the Community Building rental fee for a fundraiser event sponsored by the Springfield Legion Baseball Parents on Saturday, March 21

REGULAR AGENDA

1. Lt. Steve Grabowski with the Sarpy County Sheriff's Department will provide a monthly service report
2. Denny Graham with Olsson Associates – Review and award construction bid for Main Street Phase 3
3. Consider approval of **Resolution 2015-4** entering into an Agreement with Olsson Associates for construction administration and observation services for Main Street Phase 3 infrastructure improvements on the southeast corner of 2nd and Main Streets
4. Consider a request from Rick Isenberg, 360 Maple Street, to remove a dead tree on his property that is within the city street right-of-way
5. Consider approval of **Ordinance No. 876** AN ORDINANCE OF THE CITY OF SPRINGFIELD, NEBRASKA, REPEALING SPRINGFIELD MUNICIPAL CODE CHAPTER 2, ARTICLE 3 TREE BOARD, SECTIONS 2-301, 2-302, 2-303, 2-304, 2-305, 2-306, AND 2-307; AMENDING SPRINGFIELD MUNICIPAL CODE TO REPEAL CONFLICTING ORDINANCES, RESOLUTIONS AND SECTIONS; AND TO PROVIDE AN EFFECTIVE DATE
6. Consider approval of **Ordinance No. 877** AN ORDINANCE OF THE CITY OF SPRINGFIELD, NEBRASKA, REPEALING SPRINGFIELD MUNICIPAL CODE CHAPTER 8, ARTICLE 5 TREES, SECTIONS 8-501, 8-502, 8-503, 8-505, 8-506, 8-511, AND 8-513; AMENDING SPRINGFIELD MUNICIPAL CODE TO REPEAL CONFLICTING ORDINANCES, RESOLUTIONS AND SECTIONS; AND TO PROVIDE FOR AN EFFECTIVE DATE
7. Consider approval of **Ordinance No. 878** AMENDING SPRINGFIELD MUNICIPAL CODE CHAPTER 8, ARTICLE 5 TREES, SECTIONS 8-504, 8-507 AND 8-509; TO PROVIDE FOR AN EFFECTIVE DATE; TO REPEAL ORDINANCES IN CONFLICT
8. Consider approval of **Ordinance No. 879** AN ORDINANCE OF THE CITY OF SPRINGFIELD, NEBRASKA, AMENDING SPRINGFIELD MUNICIPAL CODE CHAPTER 6, ARTICLE 3 TREES, SECTION 6-325; TO PROVIDE FOR AN EFFECTIVE DATE; TO REPEAL ORDINANCES IN CONFLICT
9. Discuss regulations pertaining to peddlers and street vendors
10. Consider bids from NMC CAT and Bobcat of Omaha for the annual lease of a skid steer
11. Consider a bid from Carlisle Roofing & Construction for roof repairs at City Hall
12. Discuss Shirley Santee's annual review and consider a proposed merit increase
13. Discuss Connie Manzer's annual review and consider a proposed merit increase

DEPARTMENT REPORTS

1. Water & Parks Department – Bob Roseland

2. Library & Community Building – Darren Carlson
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 March 3, 2015. Present were Council Members: Bob Roseland, Darren Carlson, Dan Craney, Chad Nolte. Absent: Mayor Michael Dill. Council President, Bob Roseland, presided as Mayor. 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, Craney, Nolte. NAYS: None. Motion carried.

Claims and Payroll:

Check #	Account ID	Account Description	Debit Amount	Name
General				
36166	6084-10-10	Aflac	49.80	Aflac
36169	7260-10-10	Printing	20.00	American Legal Publishing
36139	6080-10-10	Health Insurance	546.04	Assurant Health
36144	6080-10-10	Health Insurance	83.25	Delta Dental
36180	7230-10-10	Postage/Shipping	29.39	First National Bank
36180	8200-10-10	Misc	316.00	First National Bank
36183	7030-10-10	Prof Svcs-Planning	1,785.00	JEO Consulting Group
36184	7200-10-10	Dues	50.00	Keep Nebraska Beautiful
36189	7020-10-10	Prof Svcs-Legal	50.00	Klinker, Mark
36185	8140-10-10	R&M Equip	190.00	Konica Minolta Premier Finance
36194	7320-10-10	Natural Gas	113.94	MUD
36198	7200-10-10	Dues	152.25	Nebraska Notary Association
36225	7330-10-10	Telephone	111.11	NT&T
36200	7010-10-10	Prof Svcs-Engineer	110.31	Olsson Associates
36201	7250-10-10	Publication Costs	215.25	Omaha World Herald

36202	7310-10-10	Electricity	339.62	OPPD
EFTPS 3/9/15	8010-10-10	Office Supplies	1,149.00	Sage Software
36205	7060-10-10	Animal Control	375.49	Sarpy County Fiscal Administrator
36204	7050-10-10	Law Contract	7,937.00	Sarpy County Treasurer
36207	7020-10-10	Prof Svcs-Legal	1,256.87	Seidler & Seidler
36212	7280-10-10	Laundry	112.60	Walkers Uniform Rental
Total			14,992.92	
Library				
36167	8060-20-10	Books	316.75	Amazon
36139	6080-20-10	Health Insurance	613.69	Assurant Health
36171	8060-20-10	Books	80.53	Baker & Taylor
36172	8130-20-10	R&M Building	444.00	Block Electrical
36176	7455-20-10	IP Address	65.00	Charter Communications
36177	8060-20-10	Books	62.95	Children's BOMC
36208	8060-20-10	Books	15.00	Davis, Susan
36144	6080-20-10	Health Insurance	28.05	Delta Dental
36192	8060-20-10	Books	65.98	MicroMarketing
36194	7320-20-10	Natural Gas	204.47	MUD
36225	7330-20-10	Telephone	35.33	NT&T
36202	7310-20-10	Electricity	252.77	OPPD
36206	7480-20-10	Janitorial	200.00	Schmieder, Marcie
Total			2,384.52	
Library Restricted				
36175	8060-21-10	Books	84.48	Center Point Large Print
36186	8080-21-10	Promotional Materials	91.67	City of LaVista
36196	7200-21-10	Dues	40.00	Nebraska Library Association
36197	7180-21-10	Education	70.00	Nebraska Library Association
36203	8070-21-10	Library Supplies	120.47	Quill Corporation
36209	8070-21-10	Library Supplies	217.89	Upstart
Total			624.51	
Parks				
36139	6080-30-10	Health Insurance	305.16	Assurant Health
36221	8120-30-10	Fuel	52.78	B&D Pit Stop
36144	6080-30-10	Health Insurance	41.63	Delta Dental
36182	9040-30-10	Tools & Misc Equip	59.55	Home Depot Credit Services
36202	7310-30-10	Electricity	183.57	OPPD
36222	7340-30-10	Waste Disposal	115.50	Premier Waste Solutions
Total			758.19	
Community Building				
36181	8130-40-10	R&M Building	119.10	Grainger
36182	9040-40-10	Tools & Misc Equip	7.94	Home Depot
36182	8030-40-10	Supplies	32.92	Home Depot
36182	8130-40-10	R&M Building	274.76	Home Depot
36216	9040-40-10	Tools & Misc Equip	14.69	Menards
36216	8030-40-10	Supplies	15.84	Menards
36216	8130-40-10	R&M Building	85.48	Menards
36191	8130-40-10	R&M Building	117.70	Menards
36194	7320-40-10	Natural Gas	377.80	MUD
36202	7310-40-10	Electricity	123.27	OPPD
36222	7340-40-10	Waste Disposal	63.00	Premier Waste Solutions
36212	7280-40-10	Laundry	152.90	Walkers Uniform Rental
Total			1,385.40	

Water				
36166	6084-50-20	Aflac	56.16	Aflac
36168	8030-50-20	Supplies	213.34	American Underground Supply
36139	6080-50-20	Health Insurance	1,000.05	Assurant Health
36170	8150-50-20	R&M Vehicle	47.62	B&B Garage
36221	8120-50-20	Fuel	271.64	B&D Pit Stop
36178	7045-50-20	Prof Svcs-Tech Support	454.43	Data Technologies
36144	6080-50-20	Health Insurance	43.18	Delta Dental
36182	9040-50-20	Tools & Misc Equip	32.56	Home Depot
36219	7420-50-20	Testing	90.07	Midwest Laboratories
36199	7420-50-20	Testing	18.00	NE Public Health Environmental Lab
36225	7330-50-20	Telephone	153.27	NT&T
36179	7430-50-20	Digger's Hotline	7.05	One Call Concepts
36202	7310-50-20	Electricity	1,310.16	OPPD
36190	7260-50-20	Printing	219.04	Storey Kenworthy/Matt Parrott
36215	9040-50-20	Tools & Misc Equip	85.95	USA BlueBook
36211	7330-50-20	Telephone	15.06	Verizon Wireless
36212	7290-50-20	Uniform Allowance	57.25	Walkers Uniform Rental
Total			4,074.83	
Sewer				
36166	6084-60-30	Aflac	302.26	Aflac
36139	6080-60-30	Health Insurance	338.76	Assurant Health
36174	8030-60-30	Supplies	1.99	Casey's General Store
36178	7045-60-30	Prof Svcs-Tech Support	454.42	Data Technologies
36144	6080-60-30	Health Insurance	43.17	Delta Dental
36188	7270-60-30	Insurance	150.00	Marcotte Insurance
36219	7420-60-30	Testing	193.85	Midwest Laboratories
36195	8150-60-30	R&M Vehicle	7.04	Mill Creek Auto Parts
36225	7330-60-30	Telephone	53.59	NT&T
36223	7010-60-30	Prof Svcs-Engineer	23,520.00	Olsson Associates
36202	7310-60-30	Electricity	2,450.33	OPPD
36190	7260-60-30	Printing	219.03	Storey Kenworthy/Matt Parrott
36215	9040-60-30	Tools & Misc Equip	373.00	USA BlueBook
36211	7330-60-30	Telephone	15.06	Verizon Wireless
36212	7290-60-30	Uniforms Allowance	52.55	Walkers Uniform Rental
Total			28,175.05	
Street				
36139	6080-70-40	Health Insurance	785.67	Assurant Health
36170	8140-70-40	R&M Equip	15.00	B&B Garage
36221	8120-70-40	Fuel	149.00	B&D Pit Stop
36173	8030-70-40	Supplies	295.29	Big State Industrial Supply
36174	8120-70-40	Fuel	91.45	Casey's General Store
36144	6080-70-40	Health Insurance	69.67	Delta Dental
36214	8030-70-40	Supplies	39.53	Gretna Ace Hardware
36187	8040-70-40	Supplies-Safety/Medical	33.00	Libra Safety Products
36188	7270-70-40	Insurance	5.00	Marcotte Insurance
36216	8040-70-40	Supplies-Safety/Medical	1.00	Menards
36216	8150-70-40	R&M Vehicle	14.94	Menards
36216	8140-70-40	R&M Equip	39.22	Menards
36216	9040-70-40	Tools & Misc Equip	68.50	Menards
36194	7320-70-40	Natural Gas	417.73	MUD
36225	7330-70-40	Telephone	49.15	NT&T
36200	7010-70-40	Prof Svcs-Engineer	438.06	Olsson Associates
36224	9077-70-40	Main Street Revitalization	10,047.02	Olsson Associates
36202	7310-70-40	Electricity	3,466.60	OPPD

36222	7340-70-40	Waste Disposal	63.00	Premier Waste Solutions
36220	8225-70-40	R&M Street Signs&Posts	11.35	Tractor Supply
36220	8140-70-40	R&M Equip	11.94	Tractor Supply
36220	9040-70-40	Tools & Misc Equip	32.99	Tractor Supply
36211	7330-70-40	Telephone	15.06	Verizon Wireless
36212	7290-70-40	Uniform Allowance	98.30	Walkers Uniform Rental
36213	8100-70-40	Sand & Gravel	1,728.95	Westover Rock & Sand
Total			17,987.42	
Payroll			31,365.66	

Regular Agenda

Agenda Item 1. Lt. Steve Grabowski with the Sarpy County Sheriff’s Department provided the monthly service report.

Agenda Item 2. Council reviewed the construction bids for the Main Street Phase 3 Project. Bids were received from Midwest DCM and Mackie Construction. The low bid was from Midwest DCM in the amount of \$104,989.25 with a substantial completion date of September 15 and final completion date of October 1. Denny Graham with Olsson Associates verified the bid quantities and checked references, all of which were good. Motion by Carlson, seconded by Craney, to approve the bid from Midwest DCM in the amount of \$104,989.25 for the Main Street Phase 3 Project. AYES: Carlson, Craney, Nolte. NAYS: None. Motion carried.

Agenda Item 3. Council Member Craney introduced Resolution 2015-4 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, 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
2015-4**

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 Olsson Associates, wish to enter into an Agreement for Professional Services for services rendered on Main Street Phase 3 infrastructure improvements on the southeast corner of 2nd and Main Streets; and

WHEREAS, professional services provided by Olsson Associates shall consist of construction administration and observation services; and

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 3rd day of March, 2015.

Ayes 3

Nays 0

Abstain __0__

Approved:

Absent __0__

Mayor

SEAL

Attest:

City Clerk

Agenda Item 4. Rick Isenberg, owner of 360 Maple Street, requested that the city remove two dead trees on his property that are within the street right-of-way. Isenberg reported that on September 5, 2014, Terry Hughes looked at the trees and determined that they were both severely diseased and hazardous. City Attorney, Bill Seidler, referred the Council to Springfield Municipal Code §8-509 and noted that tree removal is the responsibility of the property owner. Motion by Carlson, seconded by Craney, to deny Rick Isenberg's request to remove two dead trees on his property at 360 Maple Street. AYES: Carlson, Craney, Nolte. NAYS: None. Motion carried.

Agenda Items 5-8. Council considered Ordinance Nos. 876-879 regarding trees. Motion by Nolte, seconded by Carlson, to table agenda items 5-8, regarding Ordinance Nos. 876-879, until the March 17, 2015, Council meeting. AYES: Carlson, Craney, Nolte. NAYS: None. Motion carried.

Agenda Item 9. Council reviewed current peddler regulations and considered changes to the municipal code regarding peddlers and street vendors. Council discussed the application of vending permits to community-wide events, insurance requirements, submittal of health license, submittal of sales tax license, and background checks on peddlers. Two Council Members will work with city staff to prepare an update to the municipal code.

Agenda Item 10. Council reviewed bids from NMC CAT and Bobcat of Omaha for the annual lease of a skid steer for the maintenance department. The city has leased a skid steer from CAT for the past five years. CAT quoted a lease of \$3,000/year, while Bobcat quoted a lease of \$2,700/year. Nolte reported that Bobcat has a large variety of equipment and attachments on site that can be rented as needed. The current city-owned attachments will work on either machine. Motion by Craney, seconded by Nolte, to approve the bid from Bobcat of Omaha in the amount of \$2,700/year for the annual lease of a skid steer. AYES: Carlson, Craney, Nolte. NAYS: None. Motion carried.

Agenda Item 11. Council reviewed a bid from Carlisle Roofing & Construction in the amount of \$45,709.00 for roof repairs at City Hall. Council requested additional bids and suggested the city consider roof alternatives. Motion by Carlson, seconded by Nolte, to table agenda item 11, regarding bids for roof repairs at City Hall, until the March 17, 2015, Council meeting. AYES: Carlson, Craney, Nolte. NAYS: None. Motion carried.

Agenda Item 12. Motion by Nolte, seconded by Craney, to approve a \$1.00/hour annual merit increase for Shirley Santee. AYES: Carlson, Craney, Nolte. NAYS: None. Motion carried.

Agenda Item 13. Motion by Nolte, seconded by Craney, to approve a \$.50/hour annual merit increase for Connie Manzer. AYES: Carlson, Craney, Nolte. NAYS: None. Motion carried.

Department Reports

Agenda Item 1. Roseland reported that Verizon continues to work on their new tower at Buffalo Park.

Agenda Item 2. Carlson reported that the maintenance department is continuing to make improvements at the Community Building. Improvements include updated flooring in the entryway and basement kitchen. Staff is looking into bathroom improvements as well. Carlson also reported that he attended the February library board meeting. Library staff is making revisions to the library strategic plan and re-categorizing books.

Agenda Item 3. Craney reported that the city needs to consider sewer study implementation.

Agenda Item 4. Nolte reported that he met with city staff and Kildow Construction to review the bid for the maintenance shop.

Agenda Item 5. No Department Report from Mayor Dill.

Agenda Item 6. The City Administrator reported that staff will purchase one additional spray feature for the splash pad with keno community betterment proceeds, as the Council budgeted.

Adjournment

Motion by Nolte, seconded by Craney, to adjourn. AYES: Carlson, Craney, Nolte. NAYS: None. Meeting adjourned at 8:28 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 March 3, 2015; 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