



## **CITY COUNCIL AGENDA**

Tuesday, October 1, 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 September 17, 2019 Council Meeting
2. Approve Claims and Payroll

### **REGULAR AGENDA**

1. Sarpy County Sheriff's Monthly Service Report
2. Charles Harris, 16005 Hwy 50, Springfield – Discuss use and sale of property
3. Consider approval of **Resolution 2019-16** authorizing the Mayor to sign the Road Certification of Program Compliance
4. Consider changes to the One and Six Year Road Plan
5. Discuss right-of-way guidelines and procedures
6. Consider bids from A&R Enterprises and Travis Moore Construction for parking lot paving improvements at Buffalo Park
7. Consider bids from All Flags for flag poles at City Park and Urban Park
8. Consider bid from Mixan Mudjacking for additional mudjacking services
9. Discuss Kellie Seiber's annual review and consider a proposed merit increase

10. Discuss Market to Market Relay scheduled for Saturday, October 12, 2019

**DEPARTMENT REPORTS**

1. Sewer Department – Roy Swenson
2. Library & Community Building – Michael Herzog
3. Street Department – Kacie Murtha
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, October 1, 2019. Present were Mayor Bob Roseland; Council Members: Roy Swenson, Michael Herzog, Kacie Murtha, Dan Craney. 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, Murtha, Craney. NAYS: None. Motion carried.

Check #	Account ID	Account Description	Debit Amount	Name
<b>General</b>				
42277	6084-10-10	Aflac	140.68	Aflac
42325	6084-10-10	Aflac	13.20	Ameritas Life Insurance
42250	6080-10-10	Health Insurance	2,032.50	BlueCross BlueShield
42251	6080-10-10	Health Insurance	127.62	Delta Dental
42287	8030-10-10	Supplies	25.98	First National Bank
42293	7030-10-10	Prof Svcs-Planning	630.00	JEO Consulting Group
42326	8140-10-10	R&M Equip	126.05	Konica Minolta Business Solutions
42294	8140-10-10	R&M Equip	180.98	Konica Minolta Premier Finance

42300	7320-10-10	Natural Gas	42.00	MUD
42301	7200-10-10	Dues	35.00	Nebraska Municipal Clerks Association
42327	7330-10-10	Telephone	129.11	NT&T
42303	7010-10-10	Prof Svcs-Engineer	311.89	Olsson Associates
42305	7310-10-10	Electricity	425.70	OPPD
42307	8010-10-10	Office Supplies	273.79	Pay-less Office Products
42252	6080-10-10	Health Insurance	88.50	Principal
42306	7025-10-10	Prof Svcs-CPA	5,750.00	Ric Ortmeier, CPA
42312	7046-10-10	Prof Svcs-Building Inspector	5,133.05	Sarpy County Building Inspector
42313	7060-10-10	Animal Control	394.07	Sarpy County Fiscal Administrator
42314	7050-10-10	Law Contract	9,103.00	Sarpy County Treasurer
42317	7020-10-10	Prof Svcs-Legal	2,394.30	Seidler & Seidler
42318	8030-10-10	Supplies	13.58	Springfield Ace Hardware
42320	7250-10-10	Publication Costs	420.66	Suburban Newspaper
42323	7280-10-10	Laundry	102.36	Walkers Uniform Rental
<b>Total</b>			<b>27,894.02</b>	
<b>Sales Tax</b>				
42287	9089-15-10	Community Events	81.88	First National Bank
42292	9172-15-10	Downtown/Urban Park	9,883.22	Jensen Gardens
<b>Total</b>			<b>9,965.10</b>	
<b>Library</b>				
42325	6084-20-10	Aflac	26.40	Ameritas Life Insurance
42279	8060-20-10	Books	207.73	Baker & Taylor
42250	6080-20-10	Health Insurance	1,273.37	BlueCross BlueShield
42329	7455-20-10	IP Address	55.00	Charter Communications
42251	6080-20-10	Health Insurance	64.28	Delta Dental
42284	8060-20-10	Books	28.90	Diamond Lake Books
42296	8060-20-10	Books	100.49	MicroMarketing
42297	8060-20-10	Books	189.50	MidAmerica Books
42300	7320-20-10	Natural Gas	42.00	MUD
42327	7330-20-10	Telephone	51.14	NT&T
42305	7310-20-10	Electricity	331.08	OPPD
42308	8060-20-10	Books	564.91	Penworthy
42310	7340-20-10	Waste Disposal	19.00	Premier Waste Solutions
42252	6080-20-10	Health Insurance	105.99	Principal
42315	7480-20-10	Janitorial	250.00	Schmieder, Marcie
42319	8160-20-10	R&M Grounds	9.43	Startzer, Sue
<b>Total</b>			<b>3,319.22</b>	
<b>Library Restricted</b>				
42281	8060-21-10	Books	89.28	Center Point Large Print
42283	8070-21-10	Library Supplies	54.16	Demco
42285	7045-21-10	Prof Svcs-Tech Support	40.00	Egis Technologies
42286	8130-21-10	R&M Building	260.45	Fireguard
42288	8060-21-10	Books	172.90	Gale
42311	8070-21-10	Library Supplies	57.79	Quill Corporation
42316	7180-21-10	Education	10.00	Seiber, Kellie
<b>Total</b>			<b>684.58</b>	
<b>Park</b>				
42277	6084-30-10	Aflac	52.52	Aflac
42250	6080-30-10	Health Insurance	1,223.52	BlueCross BlueShield

42324	8120-30-10	Fuel	71.86	BRP Investments
42280	8120-30-10	Fuel	202.80	Casey's Business Mastercard
42251	6080-30-10	Health Insurance	95.48	Delta Dental
42328	7350-30-10	Rental	297.00	Eagle Services
42305	7310-30-10	Electricity	575.50	OPPD
42310	7340-30-10	Waste Disposal	111.00	Premier Waste Solutions
42252	6080-30-10	Health Insurance	74.77	Principal
42318	8030-30-10	Supplies	10.77	Springfield Ace Hardware
42318	8140-30-10	R&M Equip	48.16	Springfield Ace Hardware
42321	8140-30-10	R&M Equip	34.99	Ty's Outdoor Power & Service
42323	7290-30-10	Uniform Allowance	22.32	Walkers Uniform Rental
<b>Total</b>			<b>2,820.69</b>	
<b>Community Building</b>				
42324	8030-40-10	Supplies	51.95	BRP Investments
42300	7320-40-10	Natural Gas	42.00	MUD
42305	7310-40-10	Electricity	242.90	OPPD
42310	7340-40-10	Waste Disposal	42.00	Premier Waste Solutions
42318	8030-40-10	Supplies	8.99	Springfield Ace Hardware
42318	8130-40-10	R&M Building	8.99	Springfield Ace Hardware
42323	7280-40-10	Laundry	143.16	Walkers Uniform Rental
<b>Total</b>			<b>539.99</b>	
<b>Water</b>				
42277	6084-50-20	Aflac	56.16	Aflac
42325	6084-50-20	Aflac	10.75	Ameritas Life Insurance
42278	8150-50-20	R&M Vehicle	127.54	Austec Repair
42250	6080-50-20	Health Insurance	1,750.69	BlueCross BlueShield
42324	8120-50-20	Fuel	205.16	BRP Investments
42251	6080-50-20	Health Insurance	81.65	Delta Dental
42290	8140-50-20	R&M Equip	1,497.76	HOA Solutions
42298	7420-50-20	Testing	58.52	Midwest Laboratories
42302	7420-50-20	Testing	52.00	NE Public Health Environmental Lab
42327	7330-50-20	Telephone	182.57	NT&T
42303	9201-50-20	Wellhead Protection Plan	4,327.53	Olsson Associates
42304	7430-50-20	Digger's Hotline	48.82	One Call Concepts
42305	7310-50-20	Electricity	1,105.56	OPPD
42252	6080-50-20	Health Insurance	88.51	Principal
42317	7020-50-20	Prof Svcs- Legal	585.00	Seidler & Seidler
42322	7330-50-20	Telephone	16.18	Verizon Wireless
42323	7290-50-20	Uniform Allowance	22.32	Walkers Uniform Rental
<b>Total</b>			<b>10,216.72</b>	
<b>Sewer</b>				
42277	6084-60-30	Aflac	55.38	Aflac
42325	6084-60-30	Aflac	10.75	Ameritas Life Insurance
42250	6080-60-30	Health Insurance	1,076.78	BlueCross BlueShield
42324	8120-60-30	Fuel	114.70	BRP Investments
42251	6080-60-30	Health Insurance	64.28	Delta Dental
42291	9040-60-30	Tools & Misc Equip	41.84	Home Depot Credit Services
42298	7420-60-30	Testing	194.50	Midwest Laboratories
42305	7310-60-30	Electricity	2,653.53	OPPD
42252	6080-60-30	Health Insurance	63.72	Principal

42317	7020-60-30	Prof Svcs-Legal	1,711.50	Seidler & Seidler
42318	9040-60-30	Tools & Misc Equip	35.16	Springfield Ace Hardware
42322	7330-60-30	Telephone	16.18	Verizon Wireless
42323	7290-60-30	Uniforms Allowance	29.83	Walkers Uniform Rental
<b>Total</b>			<b>6,068.15</b>	
<b>Street</b>				
42277	6084-70-40	Aflac	26.26	Aflac
42250	6080-70-30	Health Insurance	1,903.36	BlueCross BlueShield
42324	8120-70-40	Fuel	222.28	BRP Investments
42280	8120-70-40	Fuel	237.89	Casey's Business Mastercard
42329	7455-70-40	Internet	64.98	Charter Communications
42282	8090-70-40	Asphalt & Concrete	2,195.00	Consolidated Concrete
42251	6080-70-30	Health Insurance	48.21	Delta Dental
42289	8090-70-40	Asphalt & Concrete	4,699.51	Harm's Concrete
42291	8130-70-40	R&M Building	9.25	Home Depot Credit Services
42295	8130-70-40	R&M Building	12.97	Menards
42299	9040-70-40	Tools & Misc Equip	24.99	Mill Creek Auto Parts
42300	7320-70-40	Natural Gas	92.27	MUD
42327	7330-70-40	Telephone	57.74	NT&T
42303	9201-70-40	Drainage Study	1,380.24	Olsson Associates
42303	7010-70-40	Prof Svcs-Engineer	1,559.43	Olsson Associates
42305	7310-70-40	Electricity	3,992.26	OPPD
42307	8010-70-40	Office Supplies	9.54	Pay-less Office Products
42309	8140-70-40	R&M Equip	59.92	Pomp's Tire Service
42310	7340-70-40	Waste Disposal	42.00	Premier Waste Solutions
42252	6080-70-30	Health Insurance	81.57	Principal
42318	8030-70-40	Supplies	12.17	Springfield Ace Hardware
42318	8150-70-40	R&M Vehicle	24.16	Springfield Ace Hardware
42318	9040-70-40	Tools & Misc Equip	66.98	Springfield Ace Hardware
42320	9084-70-40	Sidewalk Repair	36.08	Suburban Newspaper
42322	7330-70-40	Telephone	16.18	Verizon Wireless
42323	7290-70-40	Uniform Allowance	33.26	Walkers Uniform Rental
<b>Total</b>			<b>16,908.50</b>	
<b>Keno</b>				
42295	9175-80-70	Community Bldg	677.00	Menards
<b>Total</b>			<b>677.00</b>	
		Payroll	47,779.77	
		VOYA Retirement ER	3,364.28	
		Medical Reimbursement	4,156.14	
		Water Deposit Refunds	497.92	

**Regular Agenda**

Motion by Swenson, seconded by Herzog, to move agenda item 10, regarding the Market to Market Relay, after agenda item 2. AYES: Swenson, Herzog, Murtha, Craney. NAYS: None. Motion carried.

**Agenda Item 1.** Lt. Matt Core reviewed the Sarpy County Sheriff's monthly service report. He reported that the department is working with local police departments on joint DUI enforcement.

**Agenda Item 2.** Charles Harris, 16005 Hwy 50, Springfield, first expressed concern with semi-trucks engine breaking on Hwy 50. City staff said they would contact the Sarpy County Sheriff's Department about this matter.

Charles Harris, 16005 Hwy 50, Springfield, informed the Council he was having trouble selling his property due to city zoning regulations and asked if the city wanted to grow. He said he had a fiber optics company interested in purchasing the property, but they withdrew their offer when they learned they could not operate their business on the property. Kathleen Gottsch, City Administrator, reported that Harris' property is zoned Business Highway and a fiber optics company does not fit within the categories allowed under either the permitted use or permitted conditional use lists. Harris felt that this inquiry should have been referred to the Planning Commission. Gottsch noted that the Planning Commission considers zone change applications, text amendments, platting applications and conditional use permits. The fiber optics company did not request to amend the city's regulations or rezone the property. The current zoning regulations were adopted by the Planning Commission and City Council after public hearings and considerations for how they want the city to grow and develop. Mayor Roseland and Swenson reiterated that it is up to the property owner or business owner to submit applications for rezones or changes to the zoning regulations. Gottsch reported that the property can be sold for single-family residential as it is currently being used or for a business as identified in the Business Highway Zoning District. Gottsch also discussed issues with home occupations including limitations on the types of home occupations allowed and number of employees allowed. No action was taken.

**Agenda Item 10.** Matt McBride, Market to Market Relay event director, reviewed details for the running event scheduled for Saturday, October 12 from approximately 7:15 a.m. to 1:15 p.m. He reported that approximately 600 teams and 5,000 people would be participating in the event. He noted that the Sarpy County Sheriff's Department has been contacted and volunteers are lined up to assist with traffic flow and crowd control. He requested permission to close Railroad Avenue from Locust Street to Spruce Street. McBride said that volunteers will make sure that storage facility renters have access to their units. Motion by Swenson, seconded by Herzog, to close Railroad Avenue from Locust Street to Spruce Street on Saturday, October 12, 2019, for the Market to Market Relay. AYES: Swenson, Herzog, Murtha, Craney. NAYS: None. Motion carried.

**Agenda Item 3.** Council Member Swenson introduced Resolution 2019-16 and moved its adoption. Council Member Murtha seconded the foregoing motion and on roll call on the passage and adoption of said resolution, the following voted YEA: Swenson, Herzog, Murtha, 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  
2019-16**

**SIGNING OF THE  
MUNICIPAL ANNUAL CERTIFICATION OF PROGRAM COMPLIANCE FORM**

**WHEREAS**, State of Nebraska Statutes, Sections 39-2115, 39-2119, 39-2120, 39-2121, and 39-2520(2) requires an annual certification of program compliance to the Nebraska Board of Public Roads Classifications and Standards; and

**WHEREAS**, State of Nebraska Statute, Section 39-2120 also requires that the annual certification of program compliance by each municipality shall be signed by the Mayor and shall include a copy of a resolution of the Governing Body of the municipality authorizing the signing of the certification form.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF SPRINGFIELD, SARPY COUNTY, STATE OF NEBRASKA, THAT** the Mayor of the City of Springfield, Nebraska, is hereby authorized to sign the attached Municipal Annual Certification of Program Compliance form.

Adopted this 1<sup>st</sup> day of October, 2019.

City Council Member Swenson moved the adoption of said resolution.  
City Council Member Murtha seconded the motion.

Record of Vote:

Ayes: Swenson, Herzog, Murtha, Craney

Nays: None

Abstain: None

Absent: None

Resolution adopted, signed and billed as adopted.

Approved: Robert Roseland, Mayor  
SEAL

Attest: Kathleen Gottsch, City Clerk

**Agenda Item 4.** Council reviewed the 2019 One and Six Year Road Plan and considered revisions for the 2020 plan. Council requested staff add an asphalt overlay on Platteview Road from 2<sup>nd</sup> Street to the city's corporate limits east of 5<sup>th</sup> Avenue to the One Year Plan. The public hearing for the One and Six Year Road Plan is tentatively scheduled for the December 3 Council meeting.

**Agenda Item 5.** Council discussed right-of-way guidelines and procedures for right-of-way usage by various utility type companies, including wireless facilities such as small cell. Council considered general right-of-way procedures and the city's current application process. Staff will continue to work on the creation of right-of-way guidelines to ensure the city is following all federal and state laws.

**Agenda Item 6.** Council reviewed bids from A&R Enterprises and Travis Moore Construction for the third and final phase of parking lot paving improvements at Buffalo Park. Motion by Swenson, seconded by Murtha, to approve the bid from Travis Moore Construction in the amount of \$16,000.00 for parking lot paving improvements at Buffalo Park. AYES: Swenson, Herzog, Murtha, Craney. NAYS: None. Motion carried.

**Agenda Item 7.** Motion by Herzog, seconded by Swenson, to approve the bids from All Flags in the amount of \$6,018.00 for two new 35' tall aluminum natural anodized finish flag poles with external halyard at City Park and \$6,713.30 for two new 25' tall dark bronze duranodic finish flag poles with internal halyard at Urban Park, both of which include foundation work by All Flags. AYES: Swenson, Herzog, Murtha, Craney. NAYS: None. Motion carried.

**Agenda Item 8.** Motion by Herzog, seconded by Swenson, to approve the bid from Mixan Mudjacking in the amount of \$2,200.00 for mudjacking services. AYES: Swenson, Herzog, Murtha, Craney. NAYS: None. Motion carried.

**Agenda Item 9.** Motion by Swenson, seconded by Herzog, to approve a merit increase for Kellie Seiber, Assistant Library Director, to \$17.00 per hour. AYES: Swenson, Herzog, Murtha, Craney. NAYS: None. Motion carried.

### **Department Reports**

**Agenda Item 1.** Swenson reported that he and Craney are meeting with city engineers and sewer agency engineers on Wednesday, October 2 to discuss sewer trunk main alignments.

**Agenda Item 2.** Herzog reported that the library book sale is coming up. The library is applying for a grant from the Midlands Foundation for technology needs.

**Agenda Item 3.** Murtha reported that Western Engineering won't extend the overlay on Platteview Road from 5<sup>th</sup> Street to 2<sup>nd</sup> Street because it would add four more days to the project they are doing for Sarpy County. Rick Lee is still waiting on quotes from Western for an overlay.

**Agenda Item 4.** No Department Report from Craney.

**Agenda Item 5.** Mayor Roseland reported that there is a United Cities meeting on Monday, October 7. He also asked the Council to be thinking of ideas for the employee appreciation dinner.

**Agenda Item 6.** Kathleen Gottsch, City Administrator, asked if the Council was interested in extending the parking lot west of the Community Building. Council requested staff research costs associated with an expansion.

### **Adjournment**

Motion by Murtha, seconded by Swenson, to adjourn. AYES: Swenson, Herzog, Murtha, Craney. NAYS: None. Meeting adjourned at 8:16 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 October 1, 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