



CITY COUNCIL AGENDA
Tuesday, October 4, 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 September 20, 2016 Council Meeting
2. Approve Claims and Payroll
3. Approve Invoice No. 260416 from Olsson Associates in the amount of \$2,670.00 for professional services rendered from August 7, 2016, through September 10, 2016, for work completed on Springfield Water Main Replacement (Springfield Pines Subdivision to reimburse city for expenses)

REGULAR AGENDA

1. Lt. Dennis Svoboda with the Sarpy County Sheriff's Department will provide a monthly service report
2. Appoint a new member to the Springfield City Council to fulfill the vacancy of member Chris Tolliver. The individual will be chosen from a group of citizens who completed the application process prior to the deadline of September 28, 2016. This term will end December 2018.
3. Matt Millikan, Springfield Youth Athletic Association (SYAA) – Request to waive the Community Building rental fee for the SYAA Jr. Trojans basketball program
4. Consider approval of **Resolution 2016-22** entering into an Interlocal Cooperation Agreement with the City of Papillion and Sarpy County which reflects the agreed upon jurisdictional boundaries of Springfield and Papillion, and other actions set forth therein and agreed to by the Parties

5. Consider approval of **Resolution 2016-23** setting the date for a hearing and ordering notice to be provided as according to law for the levying of special assessments in connection with Street Improvement Project No. 2016-1 (Spruce Street Paving) and direct the city engineer to prepare and file a map of the property benefited by the improvements constructed in connection with the project and tentative schedule of assessments
6. **Tabled September 20, 2016.** Consider bids for fencing at the new maintenance facility
7. Discuss Kellie Seiber’s annual review and consider a proposed merit increase

DEPARTMENT REPORTS

1. Sewer Department – Vacant
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 October 4, 2016. Present were Mayor Bob Roseland; Council Members: Roy Swenson, 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 Swenson, seconded by Craney, to approve the Consent Agenda. AYES: Swenson, Craney, Nolte. NAYS: None. Motion carried.

Check #	Account ID	Account Description	Debit Amount	Name
General				
38254	6084-10-10	Aflac	119.36	Aflac
38265	7230-10-10	Postage/Shipping	381.09	First National Bank

38268	7030-10-10	Prof Svcs-Planning	338.00	JEO Consulting Group
38269	8140-10-10	R&M Equip	521.44	Konica Minolta Business Solutions
38270	8140-10-10	R&M Equip	190.00	Konica Minolta Premier Finance
38272	8200-10-10	Miscellaneous	33.73	Menards
38277	7320-10-10	Natural Gas	42.00	MUD
38285	7200-10-10	Dues	25.00	Nebraska Municipal Clerks Association
38283	9310-10-10	Nuisance Abatement	200.00	Nebraska Title Company
38309	7330-10-10	Telephone	107.28	NT&T
38286	8010-10-10	Office Supplies	201.80	Office Depot
38304	7010-10-10	Prof Svcs-Engineer	2,670.00	Olsson Associates
38288	7250-10-10	Publication Costs	140.22	Omaha World Herald
38289	7310-10-10	Electricity	292.01	OPPD
38291	7205-10-10	Subscriptions	52.50	Papillion Times
38290	7025-10-10	Prof Svcs-CPA	5,250.00	Ric Ortmeier, CPA
38295	7046-10-10	Prof Svcs-Building Inspector	184.50	Sarpy County Building Inspector
38296	7060-10-10	Animal Control	376.88	Sarpy County Fiscal Administrator
38297	7070-10-10	E911	3,280.00	Sarpy County Fiscal Administrator
38293	9310-10-10	Nuisance Abatement	18.00	Sarpy County Sheriff's Office
38294	7050-10-10	Law Contract	8,396.00	Sarpy County Treasurer
38299	9310-10-10	Nuisance Abatement	125.00	Seidler & Seidler
38299	7020-10-10	Prof Svcs-Legal	5,180.89	Seidler & Seidler
38303	7280-10-10	Laundry	94.16	Walkers Uniform Rental
Total			28,219.86	
Library				
38255	8060-20-10	Books	96.94	Amazon/SYNCB
38257	8060-20-10	Books	127.57	Baker & Taylor
38261	7455-20-10	IP Address	55.00	Charter Communications
38263	8060-20-10	Books	89.75	Diamond Lake Books
38274	8060-20-10	Books	24.00	Frederick, Michael
38275	8060-20-10	Books	141.82	MicroMarketing
38277	7320-20-10	Natural Gas-	42.00	MUD
38309	7330-20-10	Telephone	47.21	NT&T
38289	7310-20-10	Electricity	287.14	OPPD
38298	7480-20-10	Janitorial	200.00	Schmieder, Marcie
Total			1,111.43	
Library Restricted				
38260	8060-21-10	Books	86.88	Center Point Large Print
38262	8070-21-10	Library Supplies	43.40	Demco
38271	7205-21-10	Subscription	19.00	Manzer, Constance
38280	7180-21-10	Education	320.00	Nebraska Library Association
Total			469.28	
Park				
38256	8120-30-10	Fuel	195.81	B&D Pit Stop
38306	7350-30-10	Rental	95.00	Eagle Services
38266	8130-30-10	R&M Building	4.98	Gretna Ace Hardware
38266	9040-30-10	Tools & Misc Equip	14.98	Gretna Ace Hardware
38266	8110-30-10	Chemicals	20.97	Gretna Ace Hardware
38267	8130-30-10	R&M Building	39.72	Home Depot
38279	8140-30-10	R&M Equip	28.95	Mill Creek Auto Parts
38282	7200-30-10	Dues	100.00	NE Statewide Arboretum
38289	7310-30-10	Electricity	491.11	OPPD
38292	7340-30-10	Waste Disposal	63.00	Premier Waste Solutions
Total			1,054.52	

Community Building				
38259	9085-40-10	Capital Improvements	28,705.00	Carlisle Roofing
38277	7320-40-10	Natural Gas	42.00	MUD
38289	7310-40-10	Electricity	238.16	OPPD
38292	7340-40-10	Waste Disposal	36.00	Premier Waste Solutions
38303	7280-40-10	Laundry	128.04	Walkers Uniform Rental
Total			29,149.20	
Water				
38254	6084-50-20	Aflac	56.16	Aflac
38265	7230-50-20	Postage/Shipping	381.08	First National Bank
38300	8150-50-20	R&M Vehicle	127.26	Jerry Steinhauer/Sabar
38276	7420-50-20	Testing	45.36	Midwest Laboratories
38281	7420-50-20	Testing	16.00	NE Public Health Environmental Lab
38284	8120-50-20	Fuel	174.24	Neitzel's Corner
38309	7330-50-20	Telephone	151.33	NT&T
38310	7430-50-20	Digger's Hotline	10.92	One Call Concepts
38289	7310-50-20	Electricity	1,130.44	OPPD
38311	7040-50-20	Prof Svcs-Other	10.00	Sarpy County Register of Deeds
38303	7290-50-20	Uniform Allowance	46.80	Walkers Uniform Rental
Total			2,149.59	
Sewer				
38254	6084-60-30	Aflac	168.88	Aflac
38305	8030-60-30	Supplies	4.99	Casey's General Store
38305	8120-60-30	Fuel	85.87	Casey's General Store
38265	7230-60-30	Postage/Shipping	381.08	First National Bank
38273	8030-60-30	Supplies	53.75	Menards
38276	7420-60-30	Testing	193.50	Midwest Laboratories
38279	8150-60-30	R&M Vehicle	258.99	Mill Creek Auto Parts
38278	8030-60-30	Supplies	36.00	Municipal Supply
38309	7330-60-30	Telephone	55.33	NT&T
38289	7310-60-30	Electricity	2,661.45	OPPD
38301	8030-60-30	Supplies	168.74	USA BlueBook
38301	9040-60-30	Tools & Misc Equip	512.57	USA BlueBook
38302	8140-60-30	R&M Equip	525.00	Waldinger Corporation
38303	7290-60-30	Uniforms Allowance	43.72	Walkers Uniform Rental
Total			5,149.87	
Street				
38256	8120-70-40	Fuel	482.03	B&D Pit Stop
38258	8130-70-40	R&M Building	141.00	Block Electrical
38305	8120-70-40	Fuel	292.87	Casey's General Store
38264	8110-70-40	Chemicals	192.50	Farmers Union Coop
38264	8160-70-40	R&M Grounds	207.00	Farmers Union Coop
38266	9040-70-40	Tools & Misc Equip	54.99	Gretna Ace Hardware
38267	9040-70-40	Tools & Misc Equip	42.73	Home Depot
38267	8130-70-40	R&M Building	228.04	Home Depot
38273	9040-70-40	Tools & Misc Equip	20.48	Menards
38272	8130-70-40	R&M Building	59.55	Menards
38272	9040-70-40	Tools & Misc Equip	63.93	Menards
38279	9040-70-40	Tools & Misc Equip	23.98	Mill Creek Auto Parts
38277	7320-70-40	Natural Gas	90.75	MUD
38309	7330-70-40	Telephone	50.28	NT&T
38287	8090-70-40	Asphalt & Concrete	11,676.00	Omaha Paving Co.
38289	7310-70-40	Electricity	3,450.26	OPPD
38307	8030-70-40	Supplies	4.54	OReilly Auto Parts

38292	7340-70-40	Waste Disposal	36.00	Premier Waste Solutions
38308	8030-70-40	Supplies	19.98	Tractor Supply Co.
38303	7290-70-40	Uniform Allowance	82.12	Walkers Uniform Rental
Total			17,219.03	
Payroll			39,573.55	

Regular Agenda

Agenda Item 1. Lt. Dennis Svoboda with the Sarpy County Sheriff’s Department provided the monthly service report. He noted that the investigation into the bank robbery is ongoing. He commended the community for participation in the homecoming parade and noted the strong bond and unity amongst the community. He reported that Lt. Topil will be attending future meetings.

Agenda Item 2. Mayor Roseland nominated Michael Herzog, 165 North 7th Street, as the new member to the Springfield City Council to fulfill the vacancy left by Chris Tolliver, who recently resigned. Herzog will satisfy Tolliver’s term ending December 2018. Motion by Nolte, seconded by Swenson, to approve the appointment of Michael Herzog to fill the Council vacancy. AYES: Swenson, Craney, Nolte. NAYS: None. Herzog will be sworn in at the October 4, 2016, Council meeting.

Agenda Item 3. Matt Millikan, on behalf of the Springfield Youth Athletic Association, requested the Council waive the Community Building rental fee for youth basketball practice. He said the teams will practice on Monday, Tuesday and Thursday nights from 6-9 p.m. He will provide the city with a certificate of insurance and submit the schedule and coach contact information to the rental coordinator. Motion by Craney, seconded by Nolte, to waive the Community Building rental fee for the Springfield Youth Athletic Association basketball program. AYES: Swenson, Craney, Nolte. NAYS: None.

Agenda Item 4. Motion by Nolte, seconded by Craney, to move agenda item 4, regarding Resolution 2016-22, into executive session. AYES: Swenson, Craney, Nolte. NAYS: None.

Agenda Item 5. Council Member Nolte introduced Resolution 2016-23 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, 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
2016-23**

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

1. The Council shall meet at the Springfield City Hall in said City on the 15th day of November, 2016, at 7:00 o'clock P.M. for the purpose of sitting as a Board of Equalization and levying special assessments on the lots and parcels of land abutting on or adjacent to the streets, avenues and alleys in connection with Street Improvement Project No. 2016-1. Notice of the time of holding such meeting and the purpose for which it is held shall be published in The Papillion Times, a legal newspaper published in said City, at least four weeks (five consecutive weekly publications) before the date of said hearing or in lieu thereof personal service may be had on persons owning or occupying property to be assessed. All actions taken by the City Clerk with respect to the publication of such notice is hereby ratified. The Clerk is directed to cause said notice to be mailed to owners of property subject to assessment as provided by statute.

2. The special engineer is directed to prepare and file in the office of the Clerk prior to the first publication of the Notice of the said hearing on special assessments a map of the property benefited by the improvements constructed in connection with Street Improvement Project No. 2016-1 and a tentative schedule of the assessments, which shall be open to the public.

PASSED AND APPROVED this 4th day of October, 2016.

Ayes 3

Nays 0

Abstain 0

Absent 0

Approved:

Mayor

SEAL

Attest:

City Clerk

Agenda Item 6. Council reviewed updated proposals from Dakota Fence and Safety Guard for the installation of fence at the new maintenance facility. The updated costs reflect the purchase of additional slats for the two gates. Slats will need to be installed in the gates after the fence is constructed. The city maintenance department will install the gate slats. Motion by Swenson, seconded by Nolte, to approve the bid from Safety Guard in the amount of \$15,614.00 for the installation of fencing at the new maintenance shop facility, contingent upon the project being completed by December 1, 2016. If the project cannot be completed by that date, then Council will ask Dakota Fence to complete the project by then. AYES: Swenson, Craney, Nolte. NAYS: None.

Agenda Item 7. Motion by Swenson, seconded by Nolte, to move agenda item 7, regarding Kellie Seiber's annual review and proposed merit increase, into executive session. AYES: Swenson, Craney, Nolte. NAYS: None.

Department Reports

Agenda Item 1. No Department Report.

Agenda Item 2. Swenson reported that the new Community Building roof is complete and looks good.

Agenda Item 3. No Department Report from Craney.

Agenda Item 4. Nolte reported that paving is complete on Chestnut Street and grass is growing at the new maintenance shop.

Agenda Item 5. Mayor Roseland reported that he attended the school's strategic planning session along with Dan Craney and Kathleen Gottsch. He noted that he and Gottsch will be attending the MAPA annual meeting on October 5.

Agenda Item 6. No additional city staff reports.

Executive Session

Motion by Swenson, seconded by Craney, to enter into executive session at 7:20 p.m. for the purpose of strategy sessions with respect to pending litigation and personnel discussion. AYES: Swenson, Craney, Nolte. NAYS: None. Motion carried.

Motion by Nolte, seconded by Swenson, to leave executive session at 7:39 p.m. AYES: Swenson, Craney, Nolte. NAYS: None. Motion carried.

Council Member Swenson introduced Resolution 2016-22 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: 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
2016-22**

WHEREAS, the City of Springfield desires to enter into an Interlocal Cooperation Agreement with the City of Papillion and Sarpy County; and

WHEREAS, all parties enter into this agreement by authority of the Interlocal Cooperation Act, Neb. Rev. Stat. §13-801 et seq., (Reissue 2012).

NOW, THEREFORE, BE IT RESOLVED that the Mayor and the City Council of the City of Springfield, Sarpy County, Nebraska, on behalf of the City, hereby approve and adopt the Interlocal Cooperation Agreement between the City of Springfield, City of Papillion and Sarpy County, Nebraska, a copy of which is attached hereto as Exhibit "A."

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Mayor, City Administrator, and City Attorney or their designees are hereby authorized to execute any and all necessary written documents and memoranda to facilitate the execution of such Interlocal Cooperation Agreement.

Passed and approved this 4th day of October, 2016.

Ayes 3

Nays 0

Abstain 0

Absent 0

Approved:

Mayor

SEAL

Attest:

City Clerk

Motion by Nolte, seconded by Swenson, to approve a \$2.00/hour merit and employment classification change increase for Kellie Seiber, Assistant Library Director. AYES: Swenson, Craney, Nolte. NAYS: None. Motion carried.

Adjournment

Motion by Nolte, seconded by Swenson, to adjourn. AYES: Swenson, Craney, Nolte. NAYS: None. Meeting adjourned at 7:40 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 4, 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