REGULAR MEETING OF THE CITY COUNCIL

**TUESDAY FEBRUARY 12, 2019**

A meeting of the Mayor and Council of the City of Plainview, Nebraska, was held at the Council Chambers in said City on the 12th day of February at 6:30 o’clock P.M.

Roll call was held and present were: Mayor Seip; Council Members: Smith, Cornett, Schlote and Yosten.

The Pledge of Allegiance was then recited.

Mayor Seip opened the meeting and announced to individuals in attendance that a full copy of the new Nebraska Open Meetings Act was posted on the east wall of the Council Chambers.

Notice of the meeting was given in advance thereof by Publication, a designated method for giving notice, as shown by the Affidavit of Publication attached to these minutes. Notice of this meeting was given to the Mayor and all Members of the Council and a copy of their acknowledgment of receipt of notice and the agenda is attached to the 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 attendance of the public.

Michael Holton was present as City Administrator.

Courtney Retzlaff was present as City Clerk.

Bruce Curtiss was present as City Attorney.

Schlote moved to accept the meeting minutes of the January 8th regular council meeting. Yosten seconded the motion. Motion carried 4-0.

Cornett moved to accept the meeting minutes of the January 23rd special council meeting. Smith seconded the motion. Motion carried 4-0.

Schlote moved to accept claims and payroll against the city. Cornett seconded the motion. Motion carried 4-0.

Police Chief Yosten gave the monthly report for the department.

Economic Development Director Susan Norris provided several updates to the council for ongoing projects. Council requested additional bids for renovations to the community building and also would like to know of any definite businesses that would lease the proposed offices. Norris stated that she is still seeking businesses to lease the former Friedrich’s Garden building. An update was giving on the Housing Trust Fund with NENEDD and the process of bringing additional housing into Plainview has been started. Plainview will host the Nebraska Business Development Meeting on March 19th at the Plainview Library. PCED has agreed to cover Plainview’s cost of $1500.00 for the Gazelle A.I. program.

A presentation on a potential source water protection grant for the City’s wells was given by Roger Protzman and Jon Mohr of JEO Consulting. Grants are available through the NDEQ to help establish a wellhead protection area and also map out nitrate levels across the area. The project would require a 10% match from the City. In addition the LENRD would potentially match the City’s contribution which would lower the amount requested from the NDEQ. Mohr asked that the City advertise for Request for Qualifications to secure a consultant for the project.

Schlote moved to advertise for RFQ’s for the project. Cornett seconded the motion. Motion carried 4-0.

Mayor Seip recommended the appointment of Grant Dummer to the LB840 Board. The current board has 5 members but Nebraska State statute allows up to 10. Schlote moved to appoint Dummer to the LB840 board. Smith seconded the motion. Motion carried 4-0.

Appointments to the CDA Board will be made at the March meeting.

Council members reviewed the 2019 Administrator contract for Juleen Johnson. Cornett moved to approve the contract as presented. Smith seconded the motion. Motion carried 4-0.

Manor Administrator Johnson gave an update on the recent financial audit of the facility.

Discussion on the League Model Ordinances was held with City Attorney Curtiss giving a brief summary of all changes that were provided. The council agreed to update current City code in regards to abandoned vehicles. An ordinance will be presented at the March meeting for council approval.

City Administrator Holton recommended Miller & Associates for the City Engineer in 2019. Holton also recommended Reid Miller as the City Street Superintendent for 2019. Cornett moved to approve both appointments. Smith seconded the motion. Motion carried 4-0.

Discussion was held on 2 business signage grants recommended by the LB840 Board. J&S Interiors requested reimbursement of $79.12 and Rasmussen Painting for $844.99. Schlote moved to approve payment of both invoices. Smith seconded the motion. Motion carried 4-0.

St. Paul’s Catholic Church had requested approval of 3 Special Designated Liquor licenses for their upcoming fish frys. The dates and times are as follows: March 15th with alternate date of March 22nd, March 29th with alternate date of April 5th, and April 12th with alternate date of April 19th. All events will run from 4:00 PM to 12:00 AM. Cornett moved to approve all SDL licenses as stated. Schlote seconded the motion. Motion carried 4-0.

Discussion was held on hiring for part time office help to cover during upcoming maternity leave for current Deputy Clerk I, Melissa Forbes. Jan Burger had submitted an application and met with office staff for an interview the beginning of February. Cornett moved to approve the hire of Burger. Smith seconded the motion. Motion carried 4-0.

Discussion on Burger’s wage was held and Holton recommended $16 per hour. Cornett moved to approve the wage. Schlote seconded the motion. Motion carried 3-1 with Yosten voting no.

The library board had advertised for cleaning services of the facility and had reviewed 3 applications. The board recommended hiring Kaylene Christensen to clean for $240 per month. Christensen will be subject to a 90 day probation period and a contract for her services will be signed accordingly. Cornett moved to hire Christensen. Schlote seconded the motion. Motion carried 4-0.

Discussion on advertisement for lease of the farm ground on the old lagoon property and also haying of the area by the new lagoon was held. Cornett moved to advertise for both properties. Yosten seconded the motion. Motion carried 4-0.

City Attorney Curtiss gave the council an overview of the recent audit sent by the IRS in regards to the Hospital Bonds and the eventual sale of the facility which resulted in the payment of the bonds in full. Curtiss and City Clerk Retzlaff worked to gather information from both Ameritas Investment Corporation and Baird Holm Attorneys at Law. All information was sent to the IRS for their review and Curtiss will keep the council updated.

Curtiss also gave an update on the property south of the City shop and the house north of Steinkraus Service.

Holton and Retzlaff gave a brief overview of the need for updated water meters for the City. Holton also stated that the staff had completed strategic planning earlier in the month and that report will be given to the council in March. Holton also updated the progress at the Classen house and that the asbestos testing will be completed within a week.

It was moved by Schlote, seconded by Cornett to adjourn the meeting. Motion carried 4-0.

TIME: 8:00 P.M.

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Daren Seip, Mayor (SEAL)

ATTEST:

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Courtney Retzlaff, City Clerk/Treasurer

I, the undersigned, City Clerk for the City of Plainview, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Council on 02/12/19; 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 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.

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Courtney Retzlaff, City Clerk/Treasurer (SEAL)

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| --- | --- | --- | --- |
| 14079 | Midwest Bank | Emp HSA Jan-Jun | 12,000.00 |
| 14080 | Omaha World-Herald | Subscription | 63.96 |
| 14081 | Western Oil, Inc | Fuel/Tire Repair | 91.52 |
| 14082 | Pitzer Digital | Svc | 350.00 |
| 14083 | Farmers Pride | Su | 1,301.30 |
| 14085 | Productivity Plus Account | Su | 212.02 |
| 14086 | Delores Christiansen | Svc | 250.00 |
| 14087 | Mitch's Food Center | Su | 65.71 |
| 14088 | Verizon Wireless | Svc | 527.60 |
| 14089 | City of Plv Housing Authority | Housing Grant Pmt | 100.00 |
| 14090 | Plainview News | Ads/Su | 778.08 |
| 14091 | T&R Electric | Su | 1,275.00 |
| 14092 | Casey's General Stores Inc | Fuel | 764.18 |
| 14093 | NCPPD | Svc | 9,116.89 |
| 14094 | City of Plv/Osm Housing | Housing Grant Pmt | 42.00 |
| 14095 | Norfolk Daily News | Subscription | 161.00 |
| 14096 | Postmaster | Postage | 11.75 |
| 14097 | City of Plainview | Pool Sales Tax | 5,548.22 |
| 14098 | City of Plainview | Library Sales Tax | 3,111.35 |
| 14099 | City of Plainview | Manor Sales Tax | 3,111.35 |
| 14100 | City of Plainview | Eco Dev Sales Tax | 3,111.35 |
| 14101 | Midwest Bank | Emp HSA Jan-Jun | 1,500.00 |
| 14102 | City of Plv/Osm Housing | Housing Grant Pmt | 103.02 |
| 14103 | Midwest Bank | Emp HSA | 300.00 |
| 14104 | New York Life | Emp Ins | 77.70 |
| 14105 | Postmaster | Postage | 179.20 |
| 14106 | City of Plainview Housing Authority | Housing Grant Pmt | 111.00 |
| 14107 | City of Plainview Housing Authority | Housing Grant Pmt | 250.00 |
| 20731 | City Employees | Payroll 1-15-2019 | 17,755.52 |
| 20739 |  |  |  |
| 20740 | City Employees | Payroll 1-30-2019 | 16,785.68 |
| 20748 |  |  |  |
| 20749 | A&R Construction Co. | Svc | 150.00 |
| 20750 | Aflac | Emp Ins | 475.41 |
| 20751 | Agland Electric Motor Service | Su | 530.31 |
| 20752 | Bomgaars | Su | 65.41 |
| 20753 | Eileen Bramer | Reim | 362.23 |
| 20754 | Bud's Sanitary Service, LLC | Svc | 4,752.00 |
| 20755 | Bud's Sanitary Service, LLC | Tote Lease | 1,165.21 |
| 20756 | Casey's General Stores Inc | Fuel | 1,390.28 |
| 20757 | City of Plainview C&D Sinking Fund | Pmt | 2,000.00 |
| 20758 | City of Plainview Housing Authority | Housing Grant Pmt | 100.00 |
| 20759 | Classic Rentals | Su | 296.21 |
| 20760 | Complete Pest Elimination Inc | Svc | 5,605.00 |
| 20761 | Curtiss Law Office P.C. L.L.O. | Legal Svc | 1,250.00 |
| 20762 | Delores Christiansen | Svc | 250.00 |
| 20763 | DHHS | Pool Permit 2019 | 40.00 |
| 20764 | Donna Christiansen | Reim | 64.54 |
| 20765 | Dylan Albin | Meter Refund | 153.49 |
| 20766 | Eakes Office Solutions | Su | 71.52 |
| 20767 | Echo Group Inc | Su | 128.37 |
| 20768 | Electrical System Sinking Fund | Pmt | 2,000.00 |
| 20769 | Floor Maintenance | Su | 94.25 |
| 20770 | Francotyp-Postalia | Postage | 173.25 |
| 20771 | Great Plains Communications | Svc | 43.59 |
| 20772 | GreatAmerica Financial Services | Copier Lease | 143.37 |
| 20773 | Green Line Equipment | Su | 173.22 |
| 20774 | Hoffart Repair | Svc | 115.79 |
| 20775 | Hometown Leasing | Copier Lease | 241.88 |
| 20776 | Ingram Library Services | Books&Audiobooks | 483.36 |
| 20777 | Jack's Uniforms & Equipment | Su | 332.74 |
| 20778 | L.P. Gill Inc | Svc | 13,405.62 |
| 20779 | Lavern Petersen | Svc | 165.00 |
| 20780 | Lorenz Automotive | Su | 29.95 |
| 20781 | Mahaska | Su | 55.20 |
| 20782 | Matheson Tri-Gas Inc | Svc | 30.82 |
| 20783 | Miller & Associates Consulting Engineers | Svc | 7,283.05 |
| 20784 | Mitch's Food Center | Su | 118.35 |
| 20785 | Municipal Supply Inc of Omaha | Su | 1,091.57 |
| 20786 | NE Public Health Env Lab | Svc | 287.00 |
| 20787 | NMPP | Su | 88.04 |
| 20788 | NCPPD | Svc | 10,947.36 |
| 20789 | VOID |  |  |
| 20790 | Northeast NE Clerks Assoc | Dues | 20.00 |
| 20791 | ODB Company | Su | 532.03 |
| 20792 | Petersen Electric | Svc | 2,149.35 |
| 20793 | Pierce County Clerk | Gen Election Cost 2018 | 132.76 |
| 20794 | Plainview Auto Supply | Su | 320.01 |
| 20795 | Plainview Farm & Home Supply | Su | 480.12 |
| 20796 | Plainview News | Ads/Su | 823.34 |
| 20797 | Plainview Telephone Co | Phone Svc | 1,584.80 |
| 20798 | Productivity Plus Account | Su | 1,058.92 |
| 20799 | Roger Walker | Meter Refund | 292.38 |
| 20800 | Russ Cleveland | Boot Reim | 80.00 |
| 20801 | Sanne Repair | Su | 310.00 |
| 20802 | Sargent Drilling | Svc | 5,350.96 |
| 20803 | Schaefer Grain | Su | 393.00 |
| 20804 | Special T's & More | Su | 218.80 |
| 20805 | State Treasurer | Dog Tags | 104.92 |
| 20806 | Steinkraus Service | Fuel/Tire Repair | 942.75 |
| 20807 | Tarrell Wright | Meter Refund | 200.00 |
| 20808 | Walton Appliance & Repair | Su | 46.95 |
| 20809 | Water Tower Bond Acct | Pmt | 2,800.83 |
| 20810 | West Hodson Lumber | Su | 397.50 |
| ACH | Allied Benefit Services | Emp Ins | 11,003.43 |
| ACH | Black Hills Energy | Gas | 1,568.61 |
| ACH | CrashPlan Pro | Svc | 9.99 |
| ACH | Deluxe Business Checks | Su | 198.61 |
| ACH | Eakes Office Solutions | Su | 113.63 |
| ACH | EFTPS | Fed W/H Tax | 5,171.14 |
| ACH | EFTPS | Fed W/H Tax | 4,872.94 |
| ACH | Dearborn National Life Ins Co | Emp Ins | 72.00 |
| ACH | Healthplan Services Inc | Emp Ins | 99.60 |
| ACH | Mass Mutual | Pension | 2,425.49 |
| ACH | Mass Mutual | Pension | 2,425.49 |
| ACH | Midwest Bank | NSF Check | 57.36 |
| ACH | Midwest Bank | Merch Capture Fee | 50.00 |
| ACH | NE Dept of Rev | State W/H Tax | 1,306.31 |
| ACH | NE Dept of Rev | Sales & Use Tax | 1,598.28 |
| ACH | NE U.C. Fund | Qtrly Unemp Tax | 16.27 |
| ACH | Office Max | Su | 108.99 |
| ACH | Comm Banker Merch Svc | Credit Card Svc | 1,152.52 |