REGULAR MEETING OF THE CITY COUNCIL

**TUESDAY NOVEMBER 20, 2018**

A meeting of the Mayor and Council of the City of Plainview, Nebraska, was held at the Council Chambers in said City on the 20th day of November at 7:00 o’clock P.M.

Roll call was held and present were: Mayor Seip; Council Members: Cornett, Novicki, Naprstek and Schlote

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.

Naprstek moved to approve the meeting minutes of the October 9th regular council meeting and October 12th special meeting. Cornett seconded the motion. Motion carried 4-0.

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

No Manor report was given.

City Superintendent Curt Hart gave updates on the drainage issues on south King Street, the water tower renovations and the water and sewer main project on north 4th Street. Hart also stated that snow removal equipment is ready for the upcoming season.

Police Chief Bruce Yosten presented his monthly report. A question was raised on the use of Narcan and tourniquets by the department and if all officers had the necessary training to utilize. Updates on nuisance properties and unlicensed vehicles was also discussed.

Economic Development Director Susan Norris provided updates on the rebranding logo, IRP grant funding and potential smart houses in Plainview. Norris also stated that she is working towards a new hotel in town and utilizing a state workforce program to provide jobs for area high school students.

City Administrator Holton gave a brief update on balances owed for current budget customers for utilities with the city.

**At 7:34 p.m. Mayor Seip opened the Public Hearing for purchase of the property at 206 N King Street.**

There were no additional offers from the public. At 7:39 p.m. Schlote moved to close the public hearing. Cornett seconded the motion. Motion carried 4-0.

Council stated that possession of the property would take place once all necessary paperwork was signed by all parties involved.

Final approval of the MEAN and WAPA contracts was then discussed. Doyle Hazen stated that NCPPD will be the paying agent for both contracts. The city will pay NCPPD who will then submit payment to MEAN and WAPA. Naprstek moved to approve final approval of both contracts. Novicki seconded the motion. Motion carried 4-0.

**At 7:46 p.m. Mayor Seip opened the Public Hearing for the One and Six Year Road Plans.**

Council reviewed the plans that were presented and updated at the October meeting. With no changes noted Naprstek moved to close the public hearing at 7:50 p.m. Novicki seconded the motion. Motion carried 4-0.

Council member Naprstek introduced the following resolution and moved for its adoption:

**RESOLUTION #580**

**WHEREAS,** the City Street Superintendent has prepared and presented a One Year and Six Year Plan for Street Improvement Program for the City of Plainview, and

**WHEREAS,** a public meeting was held on the 20th day of November 2018 to present this plan and there were no objections to said plan;

**THEREFORE, BE IT RESOLVED BY THE** Mayor and City Council of Plainview, Nebraska, that the plans and data as furnished are hereby in all things accepted and adopted.

1. M493 (46) 2018-2019- Concrete surfacing of Lincoln Avenue approximately 250 feet east of Main Street to approximately 200 feet west of First Street - $250,000
2. M493 (35) 2018-2019 – Concrete surfacing of Euclid Avenue from Second Street to Third Street - $100,000
3. M493 (57) FUTURE – Concrete surfacing of Fourth Street from Euclid Avenue to Emerson Avenue - $466,000
4. M493 (55) FUTURE – Concrete surfacing of Pilcher Avenue from Pond Street to Plum Street - $132,000
5. M493 (38) FUTURE – Concrete surfacing of Lincoln Avenue from Second Street to Third Street - $100,000
6. M493 (39) FUTURE – Concrete surfacing of Ellsworth Avenue from Second Street to Third Street - $100,000
7. M493 (44) FUTURE – Concrete surfacing of Euclid Avenue from Third Street to Fourth Street - $100,000
8. M493 (45) FUTURE – Concrete surfacing of Lincoln Avenue from Third Street to Fourth Street - $100,000
9. M493 (48) FUTURE – Concrete surfacing of Ellsworth Avenue from Third Street to Fourth Street - $100,000
10. M493 (59) FUTURE – Concrete surfacing of Pond Street from Park Avenue to Pilcher Avenue - $101,000
11. M493 (60) FUTURE – Concrete surfacing of Congress Street from First Street to Second Street - $90,000
12. M493 (61) FUTURE – Street extension grading of Fifth Street from Euclid Avenue to 450 feet north - $33,000
13. M493 (63) FUTURE- Concrete surfacing of Seventh Street from Park Avenue to Pilcher Avenue; Pilcher Avenue from Seventh Street to Eighth Street; Eighth Street from Pilcher Avenue to Park Avenue - $418,000
14. M493 (64) FUTURE- Concrete surfacing of Pine Street from Lincoln Avenue to Harper Avenue; Harper Avenue from Pine Street to King Street - $183,000
15. M493 (65) – Street extension grading of Fifth Street from Ohio Avenue to approximately 450 feet south of Grant Avenue - $104,000

Council member Cornett seconded the foregoing motion and on roll call on the passage and adoption of said resolution, the following voted Aye; Cornett, Novicki, Naprstek and Schlote Nay: None. Whereupon the Mayor declared said motion carried and Resolution #580 is passed and adopted.

Discussion was held on updating the deposit amount required for new utility customers with the city in correlation with the transfer of electric services to NCPPD. The current deposit is $350 and City Administrator Holton presented several examples from area communities of their deposit amounts. Cornett moved to approve a deposit amount for new services after January 1, 2019 of $150. Novicki seconded the motion. Motion carried 4-0.

A brief discussion on how service disconnects would be handled following the transition was held. Currently electrical service is pulled for non-payment of utility bill with the city. The current code states that if trash service is not paid, water and sewer will be disconnected. No further action was taken on this by the council.

Toni Arehart, president of the pool board, was present to discuss bids for new shades at the pool. The new city budget has allotted $30,000 for improvements to the facility, however the circulating pump will need to be replaced before the pool can open next summer. The current shade needs to be replaced and the pool board would like to add 2 additional shades. Based on the cost associated, Naprstek moved to replace the current 22’ x 14’ shade at a cost of $2,185.00 and table other bids to the December meeting. Cornett seconded the motion. Motion carried 4-0.

**At 8:10 P.M. Mayor Seip opened the Public Hearing for the LB840 update.**

Holton, Susan Norris and LB840 Board president Bob Baird gave updates on the action taken by the board in the last 6 months. Norris did state that the board had discussed changing the qualifications for business loans and require additional training of those businesses that receive funding from the group. Naprstek moved to close the hearing at 8:20 P.M. Cornett seconded the motion. Motion carried 4-0.

A sealed bid for city owned property at 101 S. 2nd Street was opened by Mayor Seip. Bob and Jennifer Nelson submitted a bid for $2,500. Naprstek moved to approve the sale of property at Plainview Pacific Townsite Co 1st Add Blk 3 Lots 31 & 32, City of Plainview, Pierce County, Nebraska for $2500.00 to Bob and Jennifer Nelson. Cornett seconded the motion. Motion carried 4-0.

Motion was made by Naprstek and seconded by Cornett to approve Ordinance No. 945 on its first reading. Upon roll call vote, the following members voted AYE: Cornett, Novicki, Naprstek and Schlote. The following voted NAY: none. Motion carried 4-0. Whereupon the Mayor declared said Ordinance No. 945 approved on its first reading.

It was moved by Schlote, and seconded by Novicki to approve Ordinance No. 945 on its second and third readings. Upon roll call vote, the following members voted AYE: Cornett, Novicki, Naprstek and Schlote. The following voted NAY: None. Motion carried, 4-0. Whereupon the Mayor declared Ordinance No. 945 approved on its second and third readings.

**ORDINANCE NO. 945**

**AN ORDINANCE TO SET THE SALARY AND EMPLOYMENT TERMS FOR THE CITY ADMINISTRATOR.**

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF PLAINVIEW, NEBRASKA:

**Section 1.** That the Ordinance setting the salary and employment terms for the City Administrator, should be amended as follows:

1. That effective October 1, 2018 the salary for the City Administrator shall be set at the annual amount of $64,375.00 as base salary, paid on the normal City payroll schedule, plus benefits as normally provided to full time employees, with future cost of living and merit adjustments to be set by Resolution;
2. That any other details, not in conflict with the City Code, shall be handled as separate agenda items, approved by motion and set forth in the minutes of the City Council.

**Section 2.** Any other ordinance or section passed and approved prior to passage, approval and publication of this ordinance and in conflict with its provisions is repealed.

**Section 3.** This ordinance shall take effect and be in full force from and after its passage, approval, and publication as required by law.

Discussion on the employee appreciation party was held with the event to be on Friday, December 21st at Mary’s Restaurant. All employees of the city and members of city boards are invited. Council also approved providing Klown Kash to full time employees in the amount of $50 and part time employees for $25. Novicki motioned to allow the party and Klown Kash as stated. Cornett seconded the motion. Motion carried 4-0.

Council discussed the contract with NENEDD which would allow that organization to facilitate the IRP funding for the city. Cornett moved to approve the contract. Novicki seconded the motion. Motion carried 4-0.

Susan Norris presented proposed plans for a business incubator space in the community building. This would allow for 3 offices for short term use by new businesses in Plainview and also provide a board room and co-space for use by the public. Council member Novicki raised questions about the necessary upgrades needed for the building to be ADA compliant and also meet fire code standards. Bids will need to be solicited for the necessary renovations from a minimum of 2 contractors.

City Administrator Holton stated that the health board will continue to meet on a monthly basis going forward.

Novicki asked for an update on the tornado sirens and stated that the rural fire district will work with the city to get them back in service.

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

TIME: 9:38 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 11/20/18; 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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| --- | --- | --- | --- |
| 20510 | City Employees |  |  |
| 20518 |  | Payroll 10-15-2018 | 19,518.82 |
| 20519 | City Employees |  |  |
| 20527 |  | Payroll 10-30-2018 | 17,897.95 |
| 20528 | Antelope County News | Subscription | 37.00 |
| 20529 | Bazile Aggregate Co LLC | Su | 200.00 |
| 20530 | Blackburn Mfg Co | Su | 233.08 |
| 20531 | Eileen Bramer | Reim | 75.00 |
| 20532 | City of Norfolk | Svc | 42.00 |
| 20533 | City of Plainview | Svc | 2,898.84 |
| 20534 | City of Plainview C&D Sinking | Pmt | 2,000.00 |
| 20535 | Classic Rentals | Su | 182.82 |
| 20536 | Curtiss Law Office | Legal Fees | 1,250.00 |
| 20537 | Eakes Office Solutions | Svc | 246.58 |
| 20538 | Echo Electric Supply | Su | 128.28 |
| 20539 | Electrical System Sinking Fund | Pmt | 2,000.00 |
| 20540 | Fairfield Inn & Suites | Hotel Rooms | 944.55 |
| 20541 | Floor Maintenance | Su | 53.61 |
| 20542 | Francotyp-Postalia, Inc | Postage | 173.25 |
| 20543 | Guarantee Roofing & Sheet Metal | Pmt | 42,680.00 |
| 20544 | Heartland Fire Protection Inc | Svc | 159.00 |
| 20545 | Ingram Library Services | Books & Audiobooks | 945.61 |
| 20546 | Jerry Neumann | Flu Shot | 30.00 |
| 20547 | Kimball-Midwest | Su | 132.02 |
| 20548 | L.P. Gill Inc | Svc | 14,423.46 |
| 20549 | League of NE Municipalities | Conf Registration | 378.00 |
| 20550 | Lincoln Marriott Cornhusker | Hotel Rooms | 238.00 |
| 20551 | Little Detroit Body Shop | Svc | 219.66 |
| 20552 | Love Signs | Svc | 480.00 |
| 20553 | Mahaska | Su | 55.20 |
| 20554 | Matheson Tri-Gas Inc | Su | 30.82 |
| 20555 | Mitch's Food Center | Su | 216.39 |
| 20556 | Municipal Supply Inc of Omaha | Su | 13.32 |
| 20557 | N&B Gas Co | Su | 291.25 |
| 20558 | NE Public Health Env Lab | Water Samples | 369.00 |
| 20559 | NE Municipal Clerks Assoc | Dues | 35.00 |
| 20560 | NMC Exchange LLC | Svc | 1,018.50 |
| 20561 | NCPPD | Svc | 835.00 |
| 20562 | Plainview Auto Supply Inc | Su | 219.81 |
| 20563 | Plainview Farm & Home Supply | Su | 389.57 |
| 20564 | Plainview News | Ads/Su | 355.88 |
| 20565 | Plainview Public Schools | Liq License Fee | 900.00 |
| 20566 | POAN | Su | 57.00 |
| 20567 | Schaefer Grain Co | Su | 608.10 |
| 20568 | Steinkraus Service | Fuel/Tires | 1,687.60 |
| 20569 | T&R Electric | Su | 2,385.00 |
| 20570 | The Glass Edge | Klown Doll Door | 394.00 |
| 20571 | The New Sioux City Iron Co | Su | 422.52 |
| 20572 | Titan Machinery | Svc | 13,274.10 |
| 20573 | Truck Center Companies | Su | 37.80 |
| 20574 | ULine | Su | 62.85 |
| 20575 | Water Tower Bond Acct | Pmt | 2,800.83 |
| 20576 | Waterlink Inc | Qtrly Pmt | 539.24 |
| 20577 | West Hodson Lumber | Su | 893.58 |
| 20578 | Western Oil, Inc. | Fuel | 465.40 |
| 20579 | Zee Medical Services | Su | 21.20 |
| 20580 | City Employees |  |  |
| 20589 |  | Payroll 11-15-2018 | 20,112.19 |
| ;14010 | Plainview Auto Supply Inc | Su | 89.36 |
| 14003 | City of Plainview | LB840 Pmt | 143.21 |
| 14004 | City of Plainview | LB840 Pmt | 80.00 |
| 14005 | Tyler Wells | Per Diem Reim | 144.02 |
| 14006 | Special T's & More | Emp Shirts | 133.30 |
| 14007 | Petersen Electric | Svc | 870.00 |
| 14008 | Hoffart Repair | Svc | 84.00 |
| 14009 | Western Oil, Inc. | Fuel | 385.45 |
| 14011 | Curtiss Law Office | Svc | 972.00 |
| 14012 | League of NE Municipalities | Dues | 100.00 |
| 14013 | Verizon Wireless | Cellphones | 490.30 |
| 14014 | Bruce Yosten | Per Diem Reim | 127.51 |
| 14015 | City of Plainview | Pool Sales Tax | 6,187.09 |
| 14016 | City of Plainview | Library Sales Tax | 3,204.95 |
| 14017 | City of Plainview | Manor Sales Tax | 3,204.95 |
| 14018 | City of Plainview | Eco Dev Sales Tax | 3,204.95 |
| 14019 | CDS Inspections & Beyond | Pmt | 175.00 |
| 14020 | Midwest Bank | Emp HSA Cont | 300.00 |
| 14021 | New York Life | Emp Ins | 141.70 |
| 14022 | Postmaster | Postage | 174.30 |
| 14023 | City of Plainview Housing Auth | Housing Grant Pmt | 111.00 |
| ACH | Allied Benefit Services | Emp Ins | 10,147.14 |
| ACH | Black Hills Energy | Gas | 386.56 |
| ACH | CrashPlan Pro | Svc | 9.99 |
| ACH | EFTPS | Fed W/H Tax | 5,617.08 |
| ACH | EFTPS | Fed W/H Tax | 5,264.80 |
| ACH | Dearborn Natl Life Ins. Co | Emp Ins | 66.00 |
| ACH | Healthplan Services, Inc | Emp Ins | 158.40 |
| ACH | Mass Mutual | Pension | 2,400.49 |
| ACH | Midwest Bank | NSF Check | 25.13 |
| ACH | NE Dept of Rev | State W/H Tax | 1,260.23 |
| ACH | NE Dept of Rev | Sales & Use Tax | 9,166.90 |
| ACH | NE U.C. Fund | Unemployment Tax | 71.12 |
| ACH | Office Max | Su | 349.96 |
| ACH | Postmaster | Postage | 0.42 |
| ACH | Synchrony Bank/Amazon | Su | 59.97 |
| ACH | Mass Mutual | Pension | 2,418.35 |