REGULAR MEETING OF THE CITY COUNCIL

**TUESDAY OCTOBER 8, 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 8th day of October at 6:30 o’clock P.M.

Roll call was held and present were: Mayor Schlote; Council Members: Smith, Brookhouser, Yosten and Sanne. Absent: None

The Pledge of Allegiance was then recited.

Mayor Schlote 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.

Brookhouser moved to approve the September 10th regular meeting minutes. Yosten seconded the motion. Motion carried 4-0.

Brookhouser moved to approve the September 16th special meeting minutes. Yosten seconded the motion. Motion carried 4-0.

Brookhouser moved to approve claims and payroll. Smith seconded the motion. Motion carried 4-0.

No Manor report was given.

City Superintendent Curt Hart updated on winterizing of city buildings, preparing snow equipment, trimming of trees in the park and changes to the permit for the wastewater lagoon. Hart and City Administrator Holton will be working with JEO Consulting to make sure the permit is in compliance with NDEE regulations.

Economic Development director Susan Norris updated on improvements to the community building, 4 applications were received from Plainview residents for the Housing Trust Fund for Pierce County and changes to the IRP funding through the USDA. Norris also stated that she and City Clerk Retzlaff will be planning Hometown Holidays this year with events being held on December 7th and 9th.

Mayor Schlote recommended that Shelly Sellin be appointed to the Housing Board for a term to end in December 2022. Brookhouser moved to approve the appointment. Smith seconded the motion. Motion carried 4-0.

An LB840 recommendation for a loan for purchase of Plainview Pharmacy was discussed. Ashely Dendinger applied for $25,000 RBDG loan through the USDA with a match of $5,750 necessary from LB840. The loan would be for 10 years at 6% interest with a personal guarantee from Dendinger for the loan. Dendinger was present to meet the council and also explain her plans for the future of the business. The name will change to Plainview Family Pharmacy with hours and staff remaining the same. Changes to inventory and services provided are also planned. Brookhouser moved to approve the loan. Yosten seconded the motion. Motion carried 4-0.

One Keno application was received for the quarter from the Historical Society for replacement of windows on the south side of the building. Dianne Lingenfelter told the council that those were last original remaining windows and would also be safety glass for protection. Brookhouser moved to approve $1,000 to the Historical Society. Smith seconded the motion. Motion carried 4-0.

A citizen request for installation of signs on North 6th Street to alert motorist of a deaf child in the area was then discussed. Tim Taylor and Bob Burriell were present to ask for the signs as Taylor’s daughter was recently diagnosed with significant hearing loss and lives on 6th Street. Signs would be installed in the block between Woodland and Pilcher. A resolution will be passed next month.

**At 7:00 PM Mayor Schlote opened the Public Hearing Application for CDBG Grant**

Lowell Schroeder of NENEDD was present to discuss the process of obtaining funds for DTR. The first phase includes a resolution to apply for the CDBG funds in the amount of $43,000 with an additional $10,000 matched by the City. The planning process includes each business owner meeting with consultants to discuss plans for their facility. All businesses in Plainview will be included, not just those along the downtown business district. The goal of DTR is to keep the historical look of the downtown buildings, while bringing the windows, electric, flooring, etc. up to code.

At 7:10 PM Brookhouser moved to close the public hearing. Yosten seconded the motion. Motion carried 4-0.

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

**RESOLUTION #591**

**RESOLUTION AUTHORIZING CHIEF ELECTED OFFICIAL TO SIGN AN APPLICATION FOR CDBG FUNDS**

**WHEREAS,** the City of Plainview, Nebraska is an eligible unit of a general local government authorized to file an application under the Housing and Community Development Act of 1974 as amended for Small Cities Community Development Block Grant Program, and,

**WHEREAS,** the City of Plainview, Nebraska has obtained its citizens’ comments on community development and housing needs; and has conducted public hearing(s) upon the proposed application and received favorable public comment respecting the application which for an amount of $43,000 for development of a Downtown Revitalization Plan; and

**NOW THEREFORE BE IT RESOLVED,** BY THE MAYOR AND COUNCIL OF THE CITY OF PLAINVIEW, NEBRASKA, that the Mayor be authorized and directed to proceed with the formulation of any and all contracts, documents or other memoranda between City of Plainview and the Nebraska Department of Economic Development so as to effect acceptance of the grant application.

Council member Yosten seconded the foregoing motion and on roll call on the passage and adoption of said resolution, the following voted Aye; Smith, Brookhouser, Yosten and Sanne Nay: None. Whereupon the Mayor declared said motion carried and Resolution #591 is passed and adopted.

City Clerk Retzlaff expressed an interest in changes to payments for utility customers with continual disconnects of city services. A policy stating that the customer would need to go to automatic payments after being disconnected twice in a calendar year was discussed with a formal Ordinance to be passed next month.

City Administrator Holton informed the council that the old True Value building is moving closer to demolition, the budget was submitted to the State and he will be attending the ICMA conference in Nashville the end of October. Holton asked for reimbursement of his hotel and airfare from the City. He also would like to see a training session for the council to discuss open meetings, city policies, etc.

**At 7:30 PM Mayor Schlote opened the Public Hearing for the One and Six Road Plan.**

Gary Steele of Miller and Associates was present to discuss the State requirements for holding a public hearing and submitting a One and Six Year Plan for Roads. The City is set to receive approximately $187,000 in highway allocation this fiscal year and without submission of a plan the funds would be de-allocated by the State. Questions were answered from the audience and the map currently in place was updated. A formal resolution and adoption of the plan will be placed on the November agenda. At 7:55 PM Brookhouser moved to close the public hearing. Yosten seconded the motion. Motion carried 4-0.

City Administrator Holton gave a presentation on proposed water and sewer rate increases. An increase divided over 3 years was discussed from the recent study provided by Nebraska Rural Water. All raises are necessary to meet the cities current expenses as well as planning for updates to meters and the infrastructure of the system in the future.

Current base rate for water is $11.24 per month with additional charges per gallon of $1.34 for 1,000-10,000 gallons. Over 10,000 is $1.57 per gallon. New rates would be as follows: year 1: base rate $14.25, up to 10,000 gallons $1.70, over 10,000 $1.57; year 2: $15.00, $2.00 and $2.50 respectively; year 3: $15.75, $2.25 and $3.00 respectively.

Current base rate for sewer is $15.73 for residential and $22.46 for commercial customers. Also an additional $1.69 per 1,000 gallons of water used during the winter. The following increases were proposed: year 1 residential: base $18.00, add on amount $1.95; year 2: $19.00, add on amount $2.00; year 3: $20.00, add on amount $2.50. Commercial rates would be $26.00 for the base rate for all 3 years with the add-on amount the same as residential.

A formal Ordinance will be presented at the November meeting for the proposed rate increases.

Discussion on wage rates for city employees was then held. City Administrator Holton presented his recommendations to the council based on employee evaluations.

The following wage increases were approved by the council:

Brookhouser moved to approve a 3% raise for Melissa Forbes. Smith seconded the motion. Motion carried 4-0.

Brookhouser moved to approve a 3% raise for Curt Hart. Smith seconded the motion. Motion carried 4-0.

Smith moved to approve a 3% raise for Courtney Retzlaff. Brookhouser seconded the motion. Motion carried 4-0.

Brookhouser moved to approve a 3% raise for Troy Johnston. Smith seconded the motion. Motion carried 4-0.

Brookhouser moved to approve a 3% raise for Russ Cleveland. Yosten seconded the motion. Motion carried 4-0.

Brookhouser moved to approve a 3% raise for Donna Christiansen. Yosten seconded the motion. Motion carried 4-0.

Brookhouser moved to approve a $.50/hr raise for the Children’s librarian. Yosten seconded the motion. Motion carried 4-0.

No action was taken on police wages pending upcoming disciplinary issues and no evaluations had been received in the office of the City Clerk.

Smith moved to approve a 3% raise for Mike Holton. Brookhouser seconded the motion. Motion carried 4-0.

Mayor Schlote proposed an increase in the annual salary for the council and Mayor. The current annual rates are $3,000 for Mayor and $2,000 each for council. Schlote would like to see the Mayor moved to $3,500, council president $3,000 and council members $2,500. Any change would require approval of an Ordinance at the next council meeting.

City Attorney Curtiss gave a brief update on the workers’ compensation lawsuit, continued filings to the county for the dog attack in July and enforcement of the dog ordinance. Curtiss stated that the only citations that have been prosecuted are from the county attorney but nothing on the city level. Questions from the audience were also raised on the enforcement of ordinances and if tickets are not issued why would citizens feel they need to follow them. Council asked that the Mayor work with the police to resolve these issues.

Council expressed that they appreciate all the work that the city employees do and they need to remain fiscally conservative when it comes to raises. Several members also stated that they do not need a raise as proposed by the Mayor. Community members also questioned the fees paid to the city attorney.

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

TIME: 9:03 P.M.

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Brian Schlote, 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 10/08/19; 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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| --- | --- | --- | --- |
| 14271 | Andrea Haase | Bal. Private Pool Lessons | 50.00 |
| 14272 | Schaefer Grain Co. | Su | 561.00 |
| 14273 | Hansen Repair, Inc | Svc/Su | 438.08 |
| 14274 | Western Oil Inc | Fuel | 622.25 |
| 14275 | Norfolk Daily News | Ads | 43.00 |
| 14276 | L.P. Gill LLC | Svc | 15,762.11 |
| 14277 | Verizon Wireless | Cellphones | 476.61 |
| 14278 | Midwest Bank | Qtrly Loan Pmt | 8,777.30 |
| 14279 | Ingram Library Services | Books/Audiobooks | 224.71 |
| 14280 | Scottsbluff Co. Court | Garnishment | 81.37 |
| 14281 | Postmaster | Postage | 27.05 |
| 14282 | City of Plainview | Pool Sales Tax | 5,874.66 |
| 14283 | City of Plainview | Library Sales Tax | 3,357.01 |
| 14284 | City of Plainview | Manor Sales Tax | 3,357.01 |
| 14285 | City of Plainview | Eco Dev Sales Tax | 3,357.01 |
| 14286 | Madison County Bank | Qtrly Loan Pmt | 6,257.45 |
| 14287 | Scottsbluff Co. Court | Garnishment | 81.37 |
| 14288 | Midwest Bank | Emp HSA | 400.00 |
| 14289 | William Dane | Vacation Payout | 53.57 |
| 14290 | New York Life | Emp Ins | 77.70 |
| 14291 | Postmaster | Postage | 184.10 |
| 21452 |  |  |  |
| 21462 | City Employees | Payroll 9-13-2019 | 18,848.14 |
| 21463 |  |  |  |
| 21468 | City Employees | Payroll 9-30-2019 | 14,846.03 |
| 21469 | Aflac | Emp Ins | 475.41 |
| 21470 | Alby's Electric | Su | 47.91 |
| 21471 | Bader's Highway & Street | Svc | 9,978.00 |
| 21472 | Baum Hydraulics Corp | Su | 47.00 |
| 21473 | Bazile Creek Power Sports | Su | 312.33 |
| 21474 | Bomgaars | Su | 253.38 |
| 21475 | Bud's Sanitary Service LLC | Svc | 4,752.00 |
| 21476 | Bud's Sanitary Service LLC | Tote Lease | 1,165.21 |
| 21477 | Bush & Roe Inc | Liab. Ins. Bal. | 202.00 |
| 21478 | Carroll Construction Supply | Su | 83.84 |
| 21479 | Carrott-Top Industries Inc | Flags | 291.67 |
| 21480 | Chad's Tire Service | Svc | 65.00 |
| 21481 | City of Plainview | LB840 Loan Pmts | 223.21 |
| 21482 | City of Plainview | LB840 Loan Pmts | 150.00 |
| 21483 | City of Plainview C&D Sinking Fund | Pmt | 2,000.00 |
| 21484 | City of Plv CDBG Housing | Housing Grant Pmt | 100.00 |
| 21485 | City of Plv Housing Authority | Housing Grant Pmt | 100.00 |
| 21486 | City of Plv Osm/Plv Housing | Housing Grant Pmt | 42.00 |
| 21487 | Classic Rentals | Su | 182.29 |
| 21488 | Curtiss Law Office PC LLO | Legal Fees | 1,250.00 |
| 21489 | Devin Johnson | Meter Refund | 99.46 |
| 21490 | Election System & Software | Recall Ballots | 1,134.92 |
| 21491 | Electrical Engineering & Equip Co | Su | 204.85 |
| 21492 | Electrical System Sinking Fund | Pmt | 2,000.00 |
| 21493 | GI Trailer Inc | Svc | 942.10 |
| 21494 | Great Plains Communications | Svc | 43.59 |
| 21495 | GreatAmerica Financial Svcs | Copier Lease | 143.37 |
| 21496 | Green Line Equipment | Su | 3.35 |
| 21497 | Hoffart Machine Repair | Su | 33.80 |
| 21498 | Hometown Leasing | Copier Lease | 155.88 |
| 21499 | Linda Drugsvold | Meter Refund | 90.44 |
| 21500 | Lorenz Automotive | Su | 62.49 |
| 21501 | Manzer Equipment Inc | Su | 160.88 |
| 21502 | Matheson Tri-Gas Inc | Svc | 35.10 |
| 21503 | Metering & Technology Solutions | Su | 3,072.85 |
| 21504 | Mike Holton | Mileage Reim | 174.00 |
| 21505 | Mitch's Food Center | Su | 46.79 |
| 21506 | Moeller Sprinkler Svc | Svc | 106.71 |
| 21507 | NE Public Health Env Lab | Svc | 439.00 |
| 21508 | NCPPD | Elec Svc | 8,236.79 |
| 21509 | \*VOID\* |  |  |
| 21510 | One Call Concepts Inc | Svc | 89.04 |
| 21511 | Plainview News | Ads/Su | 773.44 |
| 21512 | Plainview Rural Fire Protection Dist | Qtrly Pmt | 5,000.00 |
| 21513 | Plainview Telephone Co | Phone Svc | 1,252.76 |
| 21514 | POAN | Handbooks | 27.00 |
| 21515 | Schaefer Grain Co. | Scale Tickets | 582.00 |
| 21516 | Steinkraus Service | Fuel/Tire Repairs | 1,078.46 |
| 21517 | USA Bluebook | Su | 62.26 |
| 21518 | Utilities Section | Conf. Registration | 45.00 |
| 21519 | Water Tower Bond Acct | Pmt | 2,800.83 |
| 21520 | West Hodson Lumber | Su | 362.09 |
| 21521 | Willow Creek Veterinary Svc | Svc | 79.13 |
| ACH | Allied Benefit Services | Emp Ins | 10,807.18 |
| ACH | Black Hills Energy | Gas | 254.93 |
| ACH | Casey's Business Mastercard | Fuel | 2,478.80 |
| ACH | Comm Bankers Merch Svc | Credit Card Fees | 676.55 |
| ACH | CrashPlan Pro | Svc | 9.99 |
| ACH | EFTPS | Fed W/H Tax | 5,392.73 |
| ACH | EFTPS | Fed W/H Tax | 4,623.27 |
| ACH | Dearborn Life Ins Co. | Emp Ins | 66.00 |
| ACH | Healthplan Services Inc | Emp Ins | 129.00 |
| ACH | Mass Mutual | Pension | 2,425.49 |
| ACH | Mass Mutual | Pension | 2,358.81 |
| ACH | Midwest Bank | Svc | 50.00 |
| ACH | NE Dept of Rev | State W/H Tax | 1,541.50 |
| ACH | NE Dept of Rev | Sales & Use Tax | 2,344.66 |
| ACH | Office Max | Su | 27.93 |
| ACH | Office Max | Su | 209.67 |
| ACH | Synchrony Bank/Amazon | Su | 35.25 |