

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PAWNEE CITY, HELD ON MONDAY, NOVEMBER 28, 2011, AT 7:30 P.M. AT CITY HALL, 445 6TH STREET, ALL IN PAWNEE CITY, PAWNEE COUNTY, NEBRASKA.

Notice of this meeting was given in advance thereof by advertising in the Pawnee Republican, a designated method for giving notice as shown by the Affidavit of Publishing on file in the office of the City Clerk. Notice of this meeting was given to the Mayor and City Council and a copy of their acknowledgment of receipt of the notice and the Agenda are on file in the office of the City Clerk. 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.

Present: Mayor Duane Westing; Council Members: Deborah Klein, Roxann Buman and John DeFreece; Don Inglis/Shop Foreman; Carol L. Glathar/Deputy City Clerk; Clint Johnson/Zoning Administrator.

Absent: Council Member Charlie Hatfield.

Visitors: Jake Vasa, JEO Project Engineer, Lola Seitz, Cheri Dahlgren, Richard Barnett, David Troyer Sr., Alan Richard and Winfield McClintock.

Mayor Duane Westing called the meeting to order at 7:30 p.m. informing all those present of the Posters stating the Open Meeting Law Changes on the East and North meeting room walls accessible to the public. Council Member DeFreece made a motion to accept the November 14, 2011 regular meeting minutes. Council Member Klein seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

The Treasurer submitted the following claims for consideration: **11/21/2011 Payroll** 6939.50; **Allstate**, cancer ins 109.85; **American Fidelity Assurance Co.**, accident ins 154.20; **BCBS**, health ins 5303.64; **NE Child Support** 51.70; **NE Dept of Revenue**, State Withholding 503.28; **NW Mutual**, retirement 1049.59; **NE Rural Water Assn.**, donation to Wtr Political Action 25.00 (VOIDED); **OPPD**, electric at wells 317.07; **Wells Fargo**, postage/recycling trailer repair parts 184.79; **Windstream**, phone service 489.10; **NE Dept of Revenue**, Sales & Use Tax/October 2889.36; **Adobe Bar & Grille**, Storefront Enhancement 4558.06; **JEO Consulting Group**, Sewer Plant Proj engineering fees 3528.00 / 11093.60; **SENDD**, Library Proj admin fees 1700.03; **Anna Mae Lambert**, Library cleaning 60.00; **Carol Glathar**, Xmas bonus 60.00; **Christina Moore**, Xmas bonus 60.00; **Clinton Johnson**, Xmas bonus 60.00; **Demco**, Library supplies 196.37; **Don Inglis**, Xmas bonus 60.00; **Great Plains One-Call**, Digger Hotline locates 79.61; **Jeff Spier**, Xmas bonus 60.00; **Karen Richardson**, Xmas bonus 60.00; **NE Municipal Power Pool**, support plan 4584.00; **PCDC**, Sales Tax/Sept 2011 4851.02; **Pawnee County Road Dept.**, reimb for culvert/tube 270.40; **Penworthy Co.**, Library books 273.99; **Scott Hanna Construction**, labor to remove/install pool door 100.00; **Seneca Sanitation**, garbage service 5412.50; **Stehlik Law**, atty fees 799.00; **Stephen Henninger**, Xmas bonus 60.00; **Tamela Stephens**, Xmas bonus 60.00. Council member Klein was wondering why Veva Brown did not get a Christmas bonus. Council member Buman moved to give Veva Brown a \$60.00 Christmas bonus. Seconded by Council member Klein. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. Council Member Buman made a motion to accept the claims as submitted. Council Member DeFreece seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Approve Council Pay for 1st Payroll in December – Council member DeFreece moved to approve Council pay for first Payroll in December, with the Mayor receiving \$2,000.00 and Council members each receiving \$1,750.00. Seconded by Council member Klein. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Clint Johnson, Zoning Administrator – Clint Johnson, Zoning Administrator, reported that the Zoning meeting was canceled this month due to a funeral. Johnson reported that Amish are asking questions and checking into guidelines to build some houses/sheds out North of the Hog Market. Council member DeFreece reported that he spoke with Alan Richard, PCDC, regarding the Blight/Substandard map but no information regarding that was shared.

Lola Seitz, Head Librarian & Cheryl Dahlgren, Library Board President – **Discuss/Approve Recommendation to hire Anna Mae Lambert for cleaning services at Library** – Head Librarian, Lola Seitz and Cheryl Dahlgren, Library Board President, were present to get approval to hire Anna Mae Lambert for cleaning services at the new Library. Council member DeFreece moved to approve Anna Mae Lambert to clean the new Library at \$10.00 an hour. Seconded by Council member Buman. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Richard Barnett/David Troyer Sr. with update on property at 923 8th Street – Richard Barnett and David Troyer Sr updated Council on the status on the nuisance property at 923 8th Street. Barnett stated that due to the traffic accident where a vehicle drove into the house, the incident is being reviewed by the insurance company. Troyer stated that the insurance feels that there was more damage done to the house than what the house is worth and are requiring that an appraisal be done on the property. Troyer would like to close the house up for the winter but does not want to do something to jeopardize the insurance claim. The Council understands the situation and will allow the extra time needed to get things worked out.

Alan Richard - Discuss updating of LOIS – Alan Richard was present to discuss the updating of LOIS, a stand alone database for Pawnee County that contains Pawnee County community profiles. Richard reported that City Clerk Stephens had originally helped him to get the Pawnee County information online. The responsibility was later turned over to the Pawnee City Library staff to maintain the site by adding/updating Pawnee County information. Library staff participated in two NEDI-LOIS workshops to learn how to add information to the site. Richard stated that Mary Simmons later took on the responsibility as the Library staff was not getting it done. Simmons has now retired and is no longer updating the site. Alan Richard asked Council who was going to keep it up. There was much discussion. Council member DeFreece will speak with Head Librarian, Lola Seitz and find out why the Library discontinued updating the LOIS website. Mayor Westing requested the Clerk to put this item back on the next agenda for further discussion.

Leilani Herald - Discuss Sewer Rates – Leilani Herald called the office to say that she would not be attending the meeting and did not want back on future agendas at this time.

Julie Ogden & Evan Wickersham, JEO – Final Draft of Street Study – Jake Vasa, Project Engineer for the Pawnee City Street Study, was present to review the final draft of the Street Study. Vasa explained that the street study is a “hoop to go through” to be eligible for CDBG grant money in July. He explained that there are roughly 36 blocks identified as being in the poorest condition and evaluated in the street study. Of those 36 blocks, 33 are asphalt pavement and 3 are gravel surface. Phase One has a preliminary opinion costs of roughly \$1,850,000 and includes 26 blocks. Phase Two is for 10 blocks at \$800,000. Vasa stated that the next step for Council to take is to determine what streets the City wants to do, and then JEO will amend the study due to fund limitations. He stated that the maximum CDBG grant being \$350,000 and is quite competitive. Vasa stated that he would need to have the Council’s final decision by February 1st so that JEO can amend the study in time for the July 1st grant deadline. Council member DeFreece stated that he and Shop Foreman Inglis will look over the study/map to help in deciding what the priority streets are. No action taken at this time.

FYI – the abandoned building (garage) at 236 G Street has been removed (Rita Shaw owns) Clerk Stephens heard from Theresa Shaw, daughter of Rita Shaw, who updated the clerk on the nuisance building (garage) at 236 G Street. The building has been demolished and removed.

Adoption of Ordinance #893 confirming Sale of Carnegie Library to Thom Hunt – Council member Klein moved to adopt Ordinance #893 confirming the Sale of the Carnegie Library to Thom Hunt. Seconded by Council member DeFreece. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. Mayor Westing stated that Thom Hunt plans to have a gallery in the upper part of the building and art classes in the downstairs. Hunt currently has an art studio in Fairbury, Nebraska where he showcases his talent as a sculptor, painter and designer of decorative concrete.

Make decision on EMC Insurance vs. Continental Western for City's Insurance Carrier – Council member DeFreece moved to continue with EMC Insurance coverage for the City's 2011-2012 Fiscal Year at a cost of \$50,083.00. Seconded by Council member Klein. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Review Memo from Deputy Glathar – Updates from Winfield McClintock on Fred Halik Property – Council reviewed the memo from Deputy Clerk Glathar that included updates from Winfield McClintock on the Fred Halik property at 1208 10th Street. Winfield McClintock attended the meeting to share pictures he had taken of the property. McClintock had removed the horse trailer from the yard and all the “junk” inside the house, cleaned up the pack porch, mudded/painted all rooms in the house and installed new plumbing. Winfield stated that Danny Iverson decided not to sell the house to him and that Iverson plans to live in the house. Council was very pleased with the work that had been done to the house and appreciates the communication/updates from Winfield McClintock.

Review/take action on Housing Rehab Project DrawDown #22, \$2253.46 to SENDD for Housing Management & Lead Testing and \$1391.00 to Quality Remodeling (Final Payment) for a total of \$3644.46 – Council member DeFreece moved to approve Housing Rehab Project DrawDown #22 - \$2,253.46 to SENDD for Housing Management and Lead Testing and \$1,391.00 to Quality Remodeling (Final Payment) for a total of \$3,644.46. Seconded by Council member Klein. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Discuss moving December 26th Council Meeting to Tuesday, December 27th – Mayor Westing suggested moving the December 26th City Council meeting to Tuesday, December 27th since many business offices are using Monday, December 26th as their Christmas holiday, including City Hall. Council member Klein moved to change the last City Council meeting in December to Tuesday, December 27, 2011. Seconded by Council member Buman. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Review note from Nebraska Rural Water Association – check was returned – it cannot come from the City, has to be a personal check from either a Council Member, Mayor or Water Operator or we could send cash – The check issued to Nebraska Rural Water Association in the amount of \$25.00 was returned to City Hall. The donation must be made to Water PAC, must be a personal donation and cannot come from the Pawnee City utility system funds. The Mayor took up personal donations from the City officials in attendance, with a total of \$35.00 being collected. The Clerk was to change the money (\$35.00) into a cashiers check or money order, payable to Water PAC in the amount of \$35.00.

Discuss findings from HHS on Asbestos removal on Horner property at 1421 7th Street – Shop Foreman Inglis discussed the findings from the phone call he made to Health & Human Services (HHS) regarding the asbestos found at the Horner property located at 1421 7th Street. Inglis stated that HHS told him that the City crew could remove the asbestos; that it would have to be bagged/boxed and taken to a hazardous waste dumpsite. Council member DeFreece reminded them that they would need to wear face masks and take other safety precautions.

Review prices to fix drainage problem at 3rd & I Street – Shop Foreman Inglis and City employee Clint Johnson had looked into the drainage problem at 3rd & I Street. The street is low in that area and water just sits because it has no way to drain off. Inglis suggested to the Council that they allow the city crew to dig a 4-6” trench on the North side of the street where the water “sits” (between the sidewalk and the curb line) and make curb cuts along that portion of the street so that the water can drain into the trench – kind of like a drain field that will allow the water to seep away gradually. Inglis would like to give this a try before spending lots of money fixing the problem. Council told him to go ahead and give this a try.

Discuss hiring Taylor Baumert again over Christmas Break – Shop Foreman Inglis had received a call from Taylor Baumert asking if the City would allow him to work again over Christmas Break. Inglis stated that they could use him with snow removal and possibly with the asbestos/nuisance property cleanup. Council felt that enough work could be found and told Inglis that it would be OK for Taylor Baumert to work over Christmas Break.

Discuss findings on budgeting for Slip Lining by Midland Contracting this next FY – Council member Buman reported that the Slip-Lining done by Midland Contracting is making a huge difference at the sewer plant. Buman would like to keep doing a little more slip-lining each year. Clint Johnson has been in touch with Midland Contracting regarding the cost of more slip-lining. Troy told him it would run approximately \$26 a foot. If the City keeps it under \$25,000, the City could avoid engineering costs and the hassle of advertising, Midland Contracting (Troy) would be willing to break the project up into several smaller projects - only charging the City one mobilization fee. Buman will be looking to work this project into the FY budget plans. No action taken at this time.

Discuss keeping metal dump open once a month – Council member Klein suggested that the City stop paying employees to keep the City’s metal dump open the third Saturday of every month. Currently, the city has been paying a city employee to keep the metal dump open four (4) hours the third Saturday of the month as a service to the community. Rarely does anyone utilize this time to bring items to the dump and it does not pay for the employee to be there. Council members decided not to open the metal dump on the third Saturday of the month. Instead, the key to the metal dump can be picked up at City Hall during regular business hours Monday thru Friday, 8-5:00. Cost for dumping at the City metal dump is \$2.00 for Pawnee City residents and \$4.00 for out of town. Council directed the Clerk to put Notice in the paper stating the change.

Review 1&6 Year Street Plan – time to start discussing updates for next year – Council member DeFreece asked Council members to review Phase 1 of the Street Study prepared by JEO and choose streets they feel are priority streets.

Discuss Emergency Snow Route – Discuss No Parking Signs on G Street from 10th – 14th Streets – Council member DeFreece has not had time to work on the Emergency Snow Route. Council member Klein asked why G Street was on the Emergency Snow Route - Klein

feels that the Snow Route should include the main highways through town, the hospital and nursing home. DeFreece stated that this is the kind of discussion he is wanting from Council members to help in deciding what the Emergency Snow Route should be. DeFreece stated that he will have something for the next meeting in December. No action taken at this time.

Discuss findings on One-Way signs at school – Council member DeFreece stated that he has not had time to contact the State regarding One-Way signs at the school. DeFreece wants to check with the state on what can and cannot be done – especially the distance the signs have to be placed from the street. Council gave permission to Council member DeFreece and Shop Foreman Inglis to go ahead and put the signs up once they know where to put them according to the State guidelines.

Review Correspondence – Council reviewed a Thank You note from the family of Dean Johnson for the memorial given by the City. Council reviewed spreadsheet on September 2011 Sales tax of \$9,702.24 with \$1,783.09 being Motor Vehicle Sales Tax.

Council Member DeFreece made a motion to adjourn the meeting. Council Member Buman seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried and meeting adjourned at 9:10 p.m.

Duane Westing, Mayor

ATTEST: _____
Carol L. Glathar, Deputy City Clerk