

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PAWNEE CITY, HELD ON MONDAY, MARCH 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: Roxann Buman, Deborah Klein, Charlie Hatfield and John DeFreece; Don Inglis/Shop Foreman; Carol L. Glathar/Deputy City Clerk; Clint Johnson/Zoning Administrator; Betsy Ferebee/Deputy City Attorney.

Absent: None.

Visitors: Jonathan Bailey, Lola Seitz, John Dahlgren.

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 March 14, 2011 regular meeting minutes. Council Member Buman 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: **03/29/2011 Payroll** 7135.00; **NW Mutual**, retirement 1125.20; **NE Dept of Revenue**, SWH 731.04; **Union Bank & Trust**, FWH 5832.63; **NE Dept of Revenue**, sales tax 2113.42; **Nebraska Child Support** 51.70; **Binder Bros**, recycling trailer/concrete surface 483.75; **Duane Westing**, reimb mileage/lodging (League Convention); **Martin Marietta**, stock rock 347.66; **Municipal Supply, Inc**, wtr repair parts 935.04; **NE Public Health Environmental Lab**, wtr samples 20.00; **OPPD**, electric at wells 101.40; **Palfleet Truck Equipment**, repair parts 9.68; **Petty Cash Fund**, postage 15.80; **Quill**, office supplies 242.98; **James & Katharena Schultheiss**, swr easement 1.00; **Seneca SA**, garbage service 5021.00; **Teresa M. Shaw**, swr easement 1.00; **Stehlik Law**, atty fees 255.00; **Veva Brown**, office cleaning 37.50; **Wells Fargo**, postage/swr plant chart paper 90.36; **Windstream**, phone service 222.74; **AWE**, Library literacy stations 4518.00; **PCDC**, Dec 2010 sales tax 6830.68; **Verizon**, emergency cell phone 46.58; **Den's Country Meats**, Reg Reuse loan/mobile stainless steel meat smoker 13600.00; **Stehlik Law**, swr plant project atty fees 88.60; **SEND**, Housing Rehab admin fees 906.33; **SEND**, Housing Rehab management fees 1762.41. Council Member Klein made a motion to accept the claims as submitted. Council Member Buman seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Clint Johnson, Zoning Administrator, Jon Bailey, County Assessor & Betsy Ferebee, City Atty – discuss steps that need to be taken/agreed upon with County before implementing Wellhead Protection Interlocal Agreement – Jonathan Bailey, Pawnee Co Assessor, was present to explain the steps that Pawnee County Zoning was required to follow to implement the Wellhead Protection Interlocal Agreement. Pawnee City has already made application to the Pawnee Co Planning Commission and Pawnee Co Board of Commissioners.

Open Sealed Bids on Property – South 1/3 of Lots 1, 2, & 3, Block 7, Hazel's Addition – currently addressed as 1125 D Street – Council opened sealed bids on City property currently addressed as 1125 D Street, with legal description as South 1/3 of Lots 1, 2, & 3, Block 7, Hazel's Addition. Carleen Roebke had the only bid on the property. Council member Hatfield moved to

accept Carleen Roebke's bid of \$150.00, \$50.00 for each Lot. Seconded by Council member Buman. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Discuss request for permission for Lola Seitz to work temporarily 5 days a week, while Mary is gone on vacation & consideration of extra hours until the transition to the new Library is completed. John Dahlgren, President of the Pawnee City Library Foundation, was present to make a request for Lola Seitz to work *temporarily* 5 days a week while Librarian Mary Friedly is gone on vacation and to consider Lola working extra hours until the transition to the new Library is completed. Ms. Friedly provided information to help define and clarify what the Library Foundation has been doing to supplement the Library's operating expenses. Council discussed this at length. Council tabled a decision on this until the Librarian's and/or Library Board could provide answers to the following questions –

- How many hours does a Library need to be open to the public to stay accredited?
- Would the Pawnee City Library Foundation be able to fund extra hours for Lola Seitz to work?

Dahlgren thought that a Special Meeting of the Library Foundation could be arranged so that these answers can be reported at the next City Council meeting in April.

Discuss sending gift certificate to those who donated the water supply from their businesses for the flowers in the Highway Medians – Council discussed sending gift certificates to those who donated the water supply from their businesses for the flowers in the Highway Medians. In the past, Little Brown Jug and Bill's Auto Service had provided the water, with the City and/or Rotary showing appreciation by giving each business \$25 gift certificates to the VFW Club. Mayor Westing explained that for the upcoming year, the planting and care of the median flowers would be a group effort. If weather permits, Betsy Ferebee and Bryan Hackerott (Pawnee Manor Administrator) would be clearing off the medians and planting of new flowers. Council member Klein moved to give Little Brown Jug and Bill's Auto Service a "one-time" credit in the amount of \$25.00 to their water bills. Seconded by Council member Buman. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Share some information from the League Conference – Mayor Westing shared a list of workshops he attended at the February 2011 Mid Winter League Conference. He asked that if Council were interested in certain topics, he would share more information with them.

Review quote from Marteney Enterprises for replacing Carol's 2006 model computer @ \$675 plus \$25 upgrade to dual monitor capability and \$165 for 20 inch monitor to complete setup now for a \$865 total – See write up from Clerk Stephens at bottom of Quote on dual monitors. Council reviewed and discussed quote from Marteney Enterprises for replacing Deputy Clerk Glathar's 2006 model computer at \$675.00 plus \$25.00 upgrade to dual monitor capability and \$165.00 for a 20" monitor to complete setup now for \$865.00 total. Council member DeFreece moved to purchase a new Dell Vostro PC at \$675.00 plus the \$25.00 upgrade to dual monitor capability, making a total of \$700.00. Seconded by Council member Hatfield. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Review/approve Housing Rehab Project DrawDown #14, \$1762.41 to SENDD for Housing Management; \$28,900.13 to North Star Construction (Projects #15 & #8); \$17,750.00 to Quality Remodeling (Project #17); Housing Rehab Project DrawDown #15, \$906.33 to SENDD for Administration - Council member Buman moved to approve Housing Rehab Project DrawDown #14, \$1,762.41 to SENDD for Housing; \$28,900.13 to North Star Construction (Projects #15 & #8); \$17,750.00 to Quality Remodeling (Project #17) and Housing

Rehab Project DrawDown #15, \$906.33 to SENDD for Administration. Seconded by Council member Klein. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Review/accept Billing from Graham Quality Contracting, Inc, for his portion of Tree Trimming Project - \$5700; Review letter sent to Mr. Graham on Council's award of bids on Tree Trimming Project. Council reviewed Invoice #201111 from Graham Quality Contracting, Inc for completion of tree trimming services to Block A & B of the Tree Trimming Project. Council member DeFreece moved to accept the billing from Graham Quality Contracting, Inc., for completing Block A & B of the Tree Trimming Project in the amount of \$5,700.00. Seconded by Council member Hatfield. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Discuss Well #3 – Layne Western scheduled to come back to pull pump out again – Shop Foreman Inglis reported that Well #3 was still not working correctly, was overheating and shutting down. He had Layne-Western scheduled to come back Tuesday, March 29, 2011, to pull the pump.

Review items the City has for sale to be put out for bids – (2) 725 lawnmowers; limb saw; wooden posts and woven & barbed wire fencing and 12' cattle gate – when pull them for Sewer Plant Project. At Council's request, Shop Foreman Inglis provided a list of items that the City might be interested in selling – (2) 725 lawnmowers, limb saw, wooden posts, woven/barbed wire fencing and 12' cattle gate. Council were in agreement that all these items should be put out for bid but to wait before publishing the ad until all the wooden posts and fencing was pulled up from around the sewer plant.

Discuss updates to Private Sewer Easements: Council member Buman updated Council on status of the private Sewer Easements being obtained for the Sewer Project/Slip-Lining part of the project. The Sharon Allgood/Craig Fuller Easement has been signed, returned to City Hall and filed at the Courthouse. The Flanagan Condemnation Hearing is set for 3/31/2011 at 9:00 a.m. Clerk Stephens and Clint Johnson have been asked to appear in Court and then meet with the appraisers on the property site.

Report/update from Council member Klein – Council member Klein reported on Random Drug Testing options obtained from Loretta Gurtler, Nicholson & Associates Mobile Drug/Alcohol Collections. Council reviewed/discussed fees and directed the Clerk to contact HireRight Random Drug Testing company and ask when the City's annual renewal expires and what is needed if city decides to stop service with them. No action taken at this time.

Report/update from Council member Hatfield – Council member Hatfield provided information for the purchase of a new skid steer loader. Hatfield was surprised that the City did not own a skid steer, as he feels that it would be useful in many aspects of City operations. He had priced a SR200 skid steer from Humboldt Implement, 72" bucket w/2000 lb lift, cab w/heat and air at \$30,000 (the price reflects a 17% governmental discount). Hatfield also provided information for a SB Hopper Broom attachment from Sweepster. He explained that the broom sweeper attaches to the rear of a skid steer, and handles light & heavy-duty cleanup for municipal road maintenance. This particular model catches, dumps and is interchangeable with any brand of skid steer. Hatfield feels that this could be useful with the City's street cleaning. Council discussed this and feel that it might be something they could include in next years budget. No action taken.

Council member Hatfield reported on the visit that he and other City employees made to the recycling center located east of Seneca, Kansas. He stated that the tour was very interesting. The man at the recycling center recommended the City fill recycling bins with items that people have more of, like plastics, cardboard and cans. He does not recommend glass - there is not much of a market for it as it is heavy and hard to move. The City has been invited to be part of the USDA Earth Day Project with our 10-bin recycling trailer, which is scheduled for April 18th at 1:00 P.M. The Council would like to see the school involved as much as possible with the Earth Day program and the recycling center.

Report update from Council member DeFreece – Council member DeFreece will plan on working on a Snow Removal Policy and try to have a draft ready for the next City Council meeting in April for Council review/make changes where wanted. **Discuss response from Economic Development group on paying for guard wages to offer free swim night for bike riders here for Tour de Nebraska Bicycle Tour in June** – Council member DeFreece reported that the Pawnee City Economic Development group would be paying for guard wages to offer free swim night for bikers here for the Tour de Nebraska Bicycle Tour in June. **Permission for NPPD to park a mobile Sub-Station on the North side of the recycling area.** Council member DeFreece asked permission for NPPD to temporarily park a mobile Sub-Station on the North side of the recycling area. Council member Hatfield moved to allow NPPD to move a Sub-Station in on the North side of the recycling area at the end of May. Seconded by Council member Buman. Roll Call vote: DeFreece, abstain; Hatfield, aye; Klein, aye; Buman, aye; whereupon motion carried.

Council member DeFreece stated that he had been approached by the 4-H group asking if they could continue with the mini park upkeep again this year. DeFreece will speak with Council member Hatfield. No action taken.

Council reviewed the December 2010 Sales Tax of \$14,454.76 with \$793.39 being Motor Vehicle Sales Tax. Jen Olds, SENDD Community Development Specialist, emailed City Hall providing information on the status of the Early Warning Siren Project. Depending on the EDA Review and the Environmental Clearances, their hope is that the project will be put out to bid in May 2011, with installation June-Sept 2011.

Council Member DeFreece made a motion to adjourn the meeting. Council Member Hatfield 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