

**MINUTES OF THE REGULAR MEETING OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PAWNEE CITY, HELD ON MONDAY, AUGUST 22, 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; Tamela Stephens, City Clerk, Clint Johnson, Zoning Administrator.

**Absent:** None.

**Visitors:** Sheriff Jayme Reed, Julie Bauman/ CPA, Carol Sisco, John Dahlgren, Cheri Dahlgren, Tina Moore and Jerry Graham.

Mayor 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 August 8, 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 **Aug 16, 2011 Payroll** \$10,691.93; **Allstate**, cancer ins 109.85; **American Fidelity Assurance Co.**, accident ins 154.20; **BCBS**, health ins 5942.31; **NE Child Support** 51.70; **NW Mutual**, retirement 1142.70; **Beatrice Concrete Co.**, gravel 6091.69; **Binder Bros.**, concrete patch 144.25; **Great Plains One-Call**, digger hotline locates 30.59; **Haug Communications**, update telemetry panels 7754.25; **Ingrams**, Library books 49.37; **JEO Consulting Group**, street study 800.00; **Lincoln Winwater Works**, wtr hydrants/wtr parts 639.87; **Liquivision Technology**, clean water tower 2950.00; **Nebraska Dept of Rev**, sales & use tax 2618.40; **Nebraska Library Commission**, overdrive subscript 1,000.00; **NE Public Health Dept**, water samples 330.00; **Newsweek**, magazine subscription 60.00; **Nicholson & Associates**, drug testing 144.30; **OPPD**, electric @ wells 545.99; **Petty cash**, office supplies/postage/misc 47.32; **Quill Corporation**, office supplies 41.91; **Seneca Sanitation**, garbage service 5141.50; **Stehlik Law**, atty fees 1873.50; **Sunrise Publications**, subscription 60.00; **Veva Brown**, office cleaning 42.00; **Wells Fargo**, pool loungers/postage/office supplies/earth auger 851.90; **Union Bank & Trust**, swr plant proj/interest accrued 1208.91; **Windstream**, phone service 332.48. Council Member DeFreece made a motion to accept the claims as submitted. Council Member Hatfield seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

**Sheriff Jayme Reed** – Sheriff Jayme Reed was present and reported on a call she received regarding a safety concern at the corner of 8<sup>th</sup> & H Street. A citizen expressed concern that there was no stop or yield sign at the corner of 8<sup>th</sup> & H Street, where this person feels that an accident could easily happen when the traffic coming from the west (going east) on 8<sup>th</sup> Street needs to move to the center of 8<sup>th</sup> street to avoid vehicles parked along the street, and that parked vehicles create an obstructed view for traffic traveling south on H Street. Sheriff Reed suggested that the Council consider putting a yield sign at the corner of 8<sup>th</sup> & H Street. Council member DeFreece and Shop Foreman Inglis will take a look at the area and report back with their findings. Reed reported that they had issued a dog citation for dog running at large (this is the 3<sup>rd</sup> time the same

dog had been running at large). Reed also reported that “the parking on the wrong side of the street issue” was better and that they have not given out many warnings lately.

**Julie Bauman, present Final Draft of Budget and Final Valuation** – Julie Bauman, CPA, was present to review the Final Draft of the City’s Budget and Final Valuation with the Council. Bauman stated that the City’s valuation has gone down by \$367,317.00 - last year’s valuation was \$20,508,689.00 - this year’s valuation is \$20,141,372.00. Julie Bauman’s goal will be to finalize the budget this week after her and Clerk Stephens work together making a few more line item cuts. **Discuss findings on hiring Office Clerk Tina Moore as Full-Time** – Julie Bauman stated that she feels there is room in the enterprise funds (water/sewer) to hire another Full-Time office clerk. Council decided to not take action on hiring another Full-Time office clerk until the final budget is complete and the Council has time to review it carefully. Council member DeFreece stated that if Council decides to hire another Full-Time clerk per Deputy City Attorney Joe Stehlik, it will have to be advertised in the newspaper.

**Adopt CDBG Financial Management Plan for 09-PW-018 and Future CDBG Projects** – The Council reviewed a draft CDBG Financial Management Plan with Julie Bauman, CPA, who is working with the City Budget. Council member Hatfield moved to table the adoption of the CDBG Financial Management Plan to the September 12, 2011, City Council meeting and to have Kevin Burnison from SENDD, present to answer questions that the Council has regarding the Management Plan. Seconded by Council member Buman. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

**The Assisted Living Task Force wants to know if the City Council would consider owning the Assisted Living Facility. It would be managed by a Board.** Mayor Westing wanted the City Council to keep an open mind into the idea of the City owning an Assisted Living Facility that would be managed by an Assisted Living Board. There is a lot of interest being shown by the community. The Pawnee City Development Corporation (PCDC) is looking for an owner for the facility - the owner would need to be a non-profit group.

**Jerry Graham, update on nuisance issue at 522 G Street** – Jerry Graham was present to update Council on the steps he has to improve the nuisance property at 522 G Street (the bldg east of the Courthouse). He has visited with Kevin Burnison, SENDD, about applying for a Storefront Enhancement Grant. Burnison explained to him that it is necessary for a business to be operating out of the building to be eligible for a 50% reimbursement grant and that he would need site views, breakdown of bids and samples. Graham said that plans are for his wife, Eileen Hines, to have her legal business in the south part of the building. Graham has been in contact with Ayars & Ayars Construction and is waiting for them to reply back to him. He would like to replace windows/door, remove paint and bring the brick back to its original look. Council was satisfied with the plans that Jerry has for the building. No action taken at this time.

**John Dahlgren, Library Building Committee – discuss spraying for bugs at Library** – John Dahlgren, representing the Library Building Committee, asked if the City could spray for bugs at the new Library. Council directed the clerk to contact Paul Heath, HJP Pest Control, for an estimate on spraying both the old and new Library. Dahlgren informed Council that he had shut the air conditioning off at the old Library. Council stated that the historic Carnegie Library needed to maintain climate control in the building, so the heat & air will need to be left on. Council directed the Clerk to contact the Historic Preservation office to find out the best temperature that the Library should be kept at.

**Discuss Water Drainage Problems at new Library** – Shop Foreman Inglis explained to Council and John Dahlgren about the water drainage problem at the new Library. Inglis said that the amount of water coming off that huge Library roof and down the water spouts is coming at a fast rate, creating huge ruts. Dahlgren stated that the sod installers would be there this week and that this should take care of the problem. Inglis does not think that the problem would be solved by just installing the sod but rather, that drain tiles need to be installed before putting the sod down. Dahlgren said that he would contact Jerry with AHRS Construction and question him as to what can be done to fix the problem.

**Cheryl Dahlgren, Library Board – Approve the Library Board’s Recommendation on hiring of new Head Librarian** – Cheryl Dahlgren representing the Pawnee City Library Board, was present to request Council’s approval of the Library Board’s recommendation of hiring Lola Seitz as the new Head Librarian, also recommending that the salary remain as it has been, implementing a 3% raise after the (30 day) probationary period. The Library Board received ten (10) applications, interviewing four (4). Council member DeFreece moved to approve the Library Board’s recommendation for the hiring of Lola Seitz as the new Head Librarian. Seconded by Council member Buman. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

**Clint Johnson, Zoning Administrator – Updates to Sewer Slip Lining & Sewer Plant Projects** –Clint Johnson updated Council on the Sewer Slip-Lining project. Three (3) water services have been removed instead of the seventeen (17) that they had planned for and several manholes will need minimum repair instead of full replacement – a big savings for the City. However, another block of slip-lining had to be added to the project (Jerry Graham’s block) so that will use up the money they saved on the water services and manholes.

**Approve recommendation from Housing Rehab Committee to approve Project #20 for \$23,865 (Final Project)** – Clint Johnson, Zoning Administrator, brought the recommendation from the Housing Rehab Committee to approve Project #20 for \$23,865 (Final Project). Johnson stated that with this recommendation to award contract, it will bring the total of CDBG funds obligated to \$184,890 with an average of \$23,111.25 per structure, addressing seven (7) home improvements. Council member Klein moved to approve Project #20 for \$23,865 (Final Project). Seconded by Council member DeFreece. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

**Carnegie Library options – to sell or lease** – Mayor Westing reported that he had spoken with Deputy City Attorney Stehlik who recommends leasing the Carnegie Library with option to sell after a time. Stehlik provided a sample Lease for the Council to review. County Assessor Jon Bailey told Mayor Westing that the Carnegie Library valuation came in at \$7500 which means that the Library can not be sold the way the City has sold other City properties valued less than \$5000. Westing reported that a couple people have expressed interest in the building. Council member DeFreece moved to sell the Carnegie Public Library building. Seconded by Council member Klein. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

**Review/Pass Sewer Rate Resolution #13 (per Joe Stehlik, we need a Resolution to accept this, not an Ordinance)** Council member Klein moved to approve Resolution #13 (2010-2011) adopting Sewer Rates for the Sewer System of the City of Pawnee City to be effective October 1, 2011 with the new monthly Sewer Rate being set at \$5.81 per 1000 gallons based on water used during the end of January through the end of February time frame, plus the Sewer Base Fee of

\$23.00. Motion seconded by Council member Hatfield. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

**Review/Pass Resolution #14 – InterLocal Agreement with Village of Steinauer for kenneling services** – Council member DeFreece moved to approve Resolution #14 and the InterLocal Agreement with the Village of Steinauer for kenneling services for twelve (12) months beginning September 1, 2011. Seconded by Council member Hatfield. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

**Review/Pass Salary Ordinance #892 on Final Reading** – Council member DeFreece moved to pass the Salary Ordinance #892 on Final Reading. Seconded by Council member Klein. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

**Review/Pass Solid Waste Disposal Agreement (Annual) with Seneca Sanitation – no changes made** – Council Member DeFreece moved to pass the Solid Waste Agreement with Seneca Sanitation. Seconded by Council member Hatfield. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

**Report & Update from Shop Foreman Inglis -**

Shop Foreman Inglis reported that the older 2005 Everride Mower was having a lot of repair issues and he was wondering if the Council thought it a good idea to take the mower in for a complete overall. Council gave him their approval.

**Report & Update from Council member DeFreece -**

Council member DeFreece had not had time to work on the Snow Removal map or example of Snow Removal signs from Auburn. This item is to be placed back on as an agenda item.

**Review Correspondence from –**

Council reviewed a Thank You Note from Todd & Chris Adलगren from Kennard, NE on their enjoyable camping stay at the Pawnderosa!

Council Member Klein 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 9:25 p.m.

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Mayor Duane Westing

ATTEST: \_\_\_\_\_  
Carol L. Glathar, Deputy City Clerk