



CITY COUNCIL AGENDA

Tuesday, March 2, 2021 at 7:00 p.m.
Springfield City Hall
170 North 3rd Street

CALL TO ORDER

- Public announcement that a copy of the Nebraska Open Meetings Law is posted in the entry to the meeting room
- Roll call
- Pledge of Allegiance

CONSENT AGENDA

All consent agenda items are approved in one motion unless removed by a Council Member. Removed items will be placed under the Regular Agenda for consideration and action by the Council.

1. Approve Minutes of the February 16, 2021 Council Meeting
2. Approve Claims and Payroll
3. Approve **Resolution 2021-7** entering into the COVID-19 License and Management Agreement with Springfield Platteview Community Schools for use of Buffalo Park and City Park for the boys' baseball program
4. Extend final plat filing deadline until April 15, 2021, for Lot 1, Springfield Elementary
5. Consider an Application for a Special Designated Liquor License submitted by Sandbar Chapter Ducks Unlimited Inc. for a fundraiser event at the Sarpy County Fairgrounds 4H Building on April 16, 2021, from 5:00 p.m. to 11:59 p.m.

REGULAR AGENDA

1. Sarpy County Sheriff's Monthly Service Report
2. Andrew Rainbolt, Sarpy County Economic Development Corp. – Annual Return on Investment
3. Springfield American Legion – Dispute water billing charge
4. **Tabled February 16, 2021.** Discuss ownership issue of Lot 7A1, Grand Square Addition to the City of Springfield - Sarpy County Agricultural Society thought they owned this property; however, the City of Springfield is still the owner of title

5. Consider approval of Highway Corridor Overlay District and Overlay District Design Review for Lot 1, Springfield Commerce
6. Consider approval of Main Street Overlay District Design Review for Lot 1, Springfield Elementary
7. Consider additional work to be done as part of the Springfield Creek Trail Erosion Project
8. Consider additional work to be done as part of the City-Wide Drainage Improvement Project
9. Consider approval of **Resolution 2021-8** directing the Street Department to (1) remove the yield sign on northbound North 7th Street at the intersection of Elm Street, (2) place a stop sign on northbound North 7th Street at the intersection of Elm Street, (3) place a stop sign on eastbound Elm Street at the intersection of North 8th Street, and (4) place a stop sign on northbound North 8th Street at the intersection of Elm Street
10. Consider bids for a new printer/copier/scan/fax machine at City Hall
11. Discuss Connie Manzer's annual review and consider a proposed merit increase

DEPARTMENT REPORTS

1. Sewer Department – Roy Swenson
2. Library & Community Building – Michael Herzog
3. Street Department – Kacie Murtha
4. Water & Parks Department – Dan Craney
5. Mayor's Report – Bob Roseland
6. City Staff Reports

The Mayor and City Council reserve the right to adjourn into executive session per Section 84-1410 of the Nebraska Revised Statutes.

ADJOURNMENT

MINUTES

A regular meeting of the Mayor and Council of the City of Springfield, Nebraska was held at 7:00 o'clock p.m. on Tuesday, March 2, 2021, at City Hall. Present were Mayor Bob Roseland; Council Members: Roy Swenson, Michael Herzog, Kacie Murtha. Council Member Dan Craney was absent. Notice of this meeting was given in advance by posting in three public places, one of the designated methods of giving notice. Notice of this meeting was given in advance to the Mayor and all Council Members and a copy of their receipt of notice is attached to these 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 public. The Mayor publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act was available for review and indicated the location of such copy posted in the room where the meeting was being held.

Consent Agenda

Motion by Herzog, seconded by Swenson, to approve the Consent Agenda. AYES: Swenson, Herzog, Murtha. NAYS: None. ABSENT: Craney. Motion carried.

Claims and Payroll:

Check #	Account ID	Account Description	Debit Amount	Name
General				
44117	6084-10-10	Aflac-Gen	140.68	Aflac
44169	6084-10-10	Aflac-Gen	13.20	Ameritas Life Insurance
44120	7260-10-10	Printing-Gen	235.36	Bear Graphics
44094	6080-10-10	Health Insurance	2,367.25	BlueCross BlueShield
44173	7455-10-10	Internet-Gen	223.54	Charter Communications
44123	9010-10-10	Office Equipment-Gen	5,163.01	Core Technologies
44171	7250-10-10	Publication Costs-Gen	56.81	DCI Media
44093	6080-10-10	Health Insurance	134.00	Delta Dental
44127	7480-10-10	Janitorial-Gen	200.00	Executive Janitorial
44128	9316-10-10	COVID-General	16.03	First National Bank
44128	7230-10-10	Postage/Shipping-Gen	135.00	First National Bank
44128	7180-10-10	Education-Gen	628.00	First National Bank
44130	8030-10-10	Supplies-Gen	15.97	Home Depot
44131	7030-10-10	Prof Svcs-Planning-Gen	7,488.00	JEO Consulting Group
44132	7200-10-10	Dues-Gen	50.00	Keep Nebraska Beautiful
44170	8140-10-10	R&M Equipment-Gen	51.73	Konica Minolta Business Solutions
44133	8140-10-10	R&M Equipment-Gen	180.98	Konica Minolta Premier Finance
44135	7045-10-10	Prof Svcs-Tech Support-Gen	880.00	Massman, Nelson, Reinig
44142	7320-10-10	Natural Gas-General	101.84	MUD
44147	9316-10-10	COVID-General	300.00	Network Needs
44172	7330-10-10	Telephone-Gen	132.64	NT&T
44148	8010-10-10	Office Supplies-Gen	55.73	Office Depot
44149	7010-10-10	Prof Svcs-Engineer-Gen	1,681.28	Olsson Associates
44151	7310-10-10	Electricity-Gen	293.83	OPPD
44095	6080-10-10	Health Insurance	108.96	Principal
44153	7046-10-10	Prof Svcs-Building Inspector	494.78	Sarpy County Building Inspector
44154	7040-10-10	Prof Svcs-Other-Gen	152.53	Sarpy County Election Commissioner
44155	7060-10-10	Animal Control-Gen	408.03	Sarpy County Fiscal Administrator
44156	7050-10-10	Law Contract-Gen	9,431.00	Sarpy County Treasurer
44158	7020-10-10	Prof Svcs-Legal-Gen	2,010.25	Seidler & Seidler
44160	8010-10-10	Office Supplies-Gen	9.59	Springfield Ace Hardware
44160	8030-10-10	Supplies-Gen	54.21	Springfield Ace Hardware
44161	9310-10-10	Nuisance Abatement-Gen	29.24	Suburban Newspaper
44161	7250-10-10	Publication Costs-Gen	69.83	Suburban Newspaper
44164	7280-10-10	Laundry-Gen	136.35	Walkers Uniform Rental
Total			33,449.65	
Sales Tax				
44134	9170-15-10	Buffalo Park-Sales Tax	14,725.00	Derek McMillin
44125	9170-15-10	Buffalo Park-Sales Tax	585.00	Dolphens Design and Sign
44149	9169-15-10	North Park (SCTRA)-Sales Tax	1,094.81	Olsson Associates

Total			16,404.81	
Library				
44118	8060-20-10	Books/Videos/Maps-Lib	541.46	Amazon/SYNCB
44169	6084-20-10	Aflac-Lib	26.40	Ameritas Life Insurance
44119	8060-20-10	Books/Videos/Maps-Lib	100.28	Baker & Taylor
44094	6080-20-10	Health Insurance	1,461.22	BlueCross BlueShield
44093	6080-20-10	Health Insurance	67.50	Delta Dental
44124	8130-20-10	R&M Building-Lib	87.00	Derby's Heating & Air
44137	8130-20-10	R&M Building-Lib	6.58	Menards
44139	8060-20-10	Books/Videos/Maps-Lib	39.99	MicroMarketing
44142	7320-20-10	Natural Gas-Lib	187.91	MUD
44172	7330-20-10	Telephone-Lib	53.65	NT&T
44151	7310-20-10	Electricity-Lib	186.77	OPPD
44152	7340-20-10	Waste Disposal-Lib	20.00	Papillion Sanitation
44095	6080-20-10	Health Insurance	144.63	Principal
44157	7480-20-10	Janitorial-Lib	200.00	Schmieder, Marcie
44159	8060-20-10	Books/Videos/Maps-Lib	100.85	Smart Apple Media
44160	8130-20-10	R&M Building-Lib	39.17	Springfield Ace Hardware
Total			3,263.41	
Library Restricted				
44118	8060-21-10	Books/Videos/Maps-Lib Rest	60.56	Amazon/SYNCB
44129	8060-21-10	Books/Videos/Maps-Lib Rest	147.96	Cengage Learning Inc/Gale
44122	8060-21-10	Books/Videos/Maps-Lib Rest	89.28	Center Point Large Print
44126	9010-21-10	Office Equipment Lib Rest	55.00	Eakes
Total			352.80	
Park				
44117	6084-30-10	Aflac-Park	52.52	Aflac
44094	6080-30-10	Health Insurance	1,401.26	BlueCross BlueShield
44121	8120-30-10	Fuel-Park	282.50	BRP Investments
44093	6080-30-10	Health Insurance	100.25	Delta Dental
44151	7310-30-10	Electricity-Park	361.13	OPPD
44152	7340-30-10	Waste Disposal-Park	116.00	Papillion Sanitation
44095	6080-30-10	Health Insurance	31.02	Principal
Total			2,344.68	
Community Building				
44127	7480-40-10	Janitorial-Community Building	230.00	Executive Janitorial Corporation
44130	8030-40-10	Supplies-Community Bldg	16.97	Home Depot
44142	7320-40-10	Natural Gas-Community Bldg	389.59	MUD
44151	7310-40-10	Electricity-Community Bldg	188.62	OPPD
44152	7340-40-10	Waste Disposal-Community Bldg	44.00	Papillion Sanitation
44160	8030-40-10	Supplies-Community Bldg	26.14	Springfield Ace Hardware
44164	7280-40-10	Laundry-Community Bldg	196.25	Walkers Uniform Rental
Total			1,091.57	
Water				
44117	6084-50-20	Aflac-Water	56.16	Aflac
44169	6084-50-20	Aflac-Water	22.95	Ameritas Life Insurance
44094	6080-50-10	Health Insurance	2,058.27	BlueCross BlueShield
44121	8120-50-20	Fuel-Water	145.16	BRP Investments
44093	6080-50-10	Health Insurance	85.73	Delta Dental
44140	7420-50-20	Testing-Water	58.52	Midwest Laboratories

44143	8030-50-20	Supplies-Water	414.71	Municipal Supply
44146	7420-50-20	Testing-Water	36.00	NE Public Health Environmental Lab
44172	7330-50-20	Telephone-Water	195.33	NT&T
44150	7430-50-20	Digger's Hotline-Water	15.78	One Call Concepts
44151	7310-50-20	Electricity-Water	1,273.27	OPPD
44095	6080-50-10	Health Insurance	115.12	Principal
44158	7020-50-20	Prof Svcs- Legal-Water	93.75	Seidler & Seidler
44158	9090-50-20	New Well-Water	311.75	Seidler & Seidler
44163	7330-50-20	Telephone-Water	16.66	Verizon Wireless
44164	7290-50-20	Uniform Allowance-Water	34.90	Walkers Uniform Rental
Total			4,934.06	
Sewer				
44117	6084-60-30	Aflac-Sewer	55.38	Aflac
44169	6084-60-30	Aflac-Sewer	9.75	Ameritas Life Insurance
44094	6080-60-10	Health Insurance	1,240.21	BlueCross BlueShield
44121	8030-60-30	Supplies-Sewer	4.59	BRP Investments
44121	8120-60-30	Fuel-Sewer	176.21	BRP Investments
44093	6080-60-10	Health Insurance	67.50	Delta Dental
44140	7420-60-30	Testing-Sewer	498.00	Midwest Laboratories
44149	7010-60-30	Prof Svcs-Engineer-Sewer	1,380.64	Olsson Associates
44151	7310-60-30	Electricity-Sewer	3,080.55	OPPD
44095	6080-60-10	Health Insurance	79.52	Principal
44158	7020-60-30	Prof Svcs-Legal-Sewer	1,031.25	Seidler & Seidler
44160	8140-60-30	R&M Equipment-Sewer	40.95	Springfield Ace Hardware
44163	7330-60-30	Telephone-Sewer	16.66	Verizon Wireless
Total			7,681.21	
Street				
44117	6084-70-40	Aflac-Street	26.26	Aflac
44094	6080-70-10	Health Insurance	2,226.72	BlueCross BlueShield
44121	8120-70-40	Fuel-Street	644.88	BRP Investments
44173	7455-70-40	Internet-Street	96.98	Charter Communications
44093	6080-70-10	Health Insurance	50.62	Delta Dental
44136	8010-70-40	Office Supplies-Street	13.63	Menards
44136	8130-70-40	R&M Building-Street	16.96	Menards
44136	9040-70-40	Tools & Misc Equip-Street	20.25	Menards
44138	9040-70-40	Tools & Misc Equip-Street	1,141.61	Michael Todd & Company
44144	8140-70-40	R&M Equipment-Street	65.14	Mill Creek Auto Parts
44144	8030-70-40	Supplies-Street	143.60	Mill Creek Auto Parts
44144	9040-70-40	Tools & Misc Equip-Street	403.75	Mill Creek Auto Parts
44141	7270-70-40	Insurance-Street	30.00	Miller Monroe Farrell Insurance
44142	7320-70-40	Natural Gas-Street	777.59	MUD
44145	7090-70-40	Department of Roads-Street	13,014.00	NE Department of Transportation
44172	7330-70-40	Telephone-Street	121.86	NT&T
44149	9202-70-40	Drainage Improvements	4,642.62	Olsson Associates
44149	9083-70-40	Main Street Paving	5,650.00	Olsson Associates
44151	7310-70-40	Electricity-Street	3,277.66	OPPD
44152	7340-70-40	Waste Disposal-Street	44.00	Papillion Sanitation
44095	6080-70-10	Health Insurance	97.36	Principal
44160	8130-70-40	R&M Building-Street	2.99	Springfield Ace Hardware
44162	8140-70-40	R&M Equipment-Street	33.96	Ty's Outdoor Power & Service
44163	7330-70-40	Telephone-Street	16.67	Verizon Wireless
44164	7290-70-40	Uniform Allowance-Street	49.45	Walkers Uniform Rental
44165	8100-70-40	Sand & Gravel-Street	1,969.14	Westover Rock & Sand
Total			34,577.70	

		Water Deposit Refunds	872.08	
		Payroll	50,787.24	
		VOYA Retirement ER	3,919.18	
		Medical Reimbursement	7,828.83	

Regular Agenda

Agenda Item 1. Lt. Matt Core reviewed the Sarpy County Sheriff’s monthly service report. He said the department is addressing vehicle parking complaints and watching the level of the river for potential flooding.

Agenda Item 2. Andrew Rainbolt, Sarpy County Economic Development Corporation, provided the Annual Return on Investment report. He noted that the corporation has an option on one 80 acre site in Springfield’s jurisdiction and is also submitting projects for the Springfield Commerce development.

Agenda Item 3. Melvin Green, Finance Officer for the Springfield American Legion, disputed the water billing charge for the months of August 2020 and January 2021 for the Legion Hall located at 166 South 2nd Street. Council reviewed utility billing consumption history for the property. In March 2020 the Legion installed a new meter at this location because the previous meter had stopped working and was not reading water usage. The Legion had been billed minimums for the entire time the meter was not working. Green said that in March 2020 the Legion closed the building due to COVID-19 precautions and was reopened later in the year. During the months of April through July 2020 there was no meter read. Then in August 2020 the location had a read of 23,000 gallons of water. For the next three months, there was again no read until December 2020 at which time the meter read 1,000. Then in January 2021, the meter read 23,000. In February 2021 the Legion replaced the meter again because they felt it was not working properly. Green requested the city refund the Legion the difference between the minimum bills and the two higher reads in August 2020 and January 2021. Swenson informed Green that when a meter quits working it doesn’t read high. In fact it stops reading altogether, like what happened to their meter in 2018 and 2019, or it under reports usage. Green said members of the Legion have checked for leaks and found nothing. They have not hired a plumber to investigate. Swenson said that city staff is researching ways to test water meters. Green will return the meter to City Hall and the city will research testing options. No action was taken.

Agenda Item 4. Patrick Sullivan, attorney for the Sarpy County Agricultural Society, reviewed the 2008/2009 land exchange between the city and Ag Society. He noted that the Ag Society thought they already owned Lot 7A1 and the county assessor actually had them listed as the owner. It wasn’t until the sewer agency did a title search on the property that they discovered that the city was still actually the owner. Swenson noted that no city funds have been spent on that property over the last 12 years. Bill Seidler, Jr., city attorney, said that the Ag Society had previously given the city a permanent easement on this property for the trail, so that will need to be redone once ownership is exchanged. A temporary easement must also be granted to the sewer agency for sewer trunk main construction. Sullivan and Seidler will prepare documents to complete the land exchange. The city will need to adopt a resolution to sell the property and outline exchange contingencies such as the permanent trail easement and temporary sewer easement.

Agenda Item 5. City staff reviewed the overlay building plans for Lot 1, Springfield Commerce and noted a few non-conforming items. The developer was notified and the city is still waiting to receive the revised documents from the developer. Motion by Swenson, seconded by Herzog, to table agenda item 5, regarding approval of the Highway Corridor Overlay District and Overlay District Design Review for Lot 1, Springfield Commerce, until the March 16, 2021, Council meeting. AYES: Swenson, Herzog, Murtha. NAYS: None. ABSENT: Craney. Motion carried.

Agenda Item 6. Motion by Swenson, seconded by Herzog, to approve the Main Street Overlay District Design Review for Lot 1, Springfield Elementary. AYES: Swenson, Herzog, Murtha. NAYS: None. ABSENT: Craney. Motion carried.

Agenda Item 7. Council reviewed photos and details of erosion occurring along Springfield Creek north of Platteview Road. The city engineer is working with Neuvirth Construction, the contractor working on other erosion repairs along the creek, to obtain a cost estimate. Motion by Swenson, seconded by Herzog, to authorize city staff to approve additional work pending input from the city engineer. AYES: Swenson, Herzog, Murtha. NAYS: None. ABSENT: Craney. Motion carried.

Agenda Item 8. Kent Maystrick, city street superintendent, reported that a wing wall was needed on the west side of the culvert project at the city's maintenance facility. Brian Schuele, city engineer with Olsson, obtained Change Order No. 1 from TJ Osborn Construction for this additional work. Motion by Swenson, seconded by Murtha, to approve Change Order No. 1 in the amount of \$13,500 for the addition of a wing wall as part of the city-wide drainage improvement project. AYES: Swenson, Herzog, Murtha. NAYS: None. ABSENT: Craney. Motion carried.

Agenda Item 9. Council Member Murtha introduced Resolution 2021-8 and moved its adoption. Council Member Swenson seconded the foregoing motion and on roll call on the passage and adoption of said resolution, the following voted YEA: Swenson, Herzog, Murtha. The following voted NAY: None. The following were ABSENT: Craney. Whereupon the Mayor declared said motion carried and said resolution passed and adopted. A true, correct and complete copy of said resolution is as follows:

**RESOLUTION
2021-8**

BE IT RESOLVED by the Mayor and City Council of the City of Springfield, Nebraska as follows:

WHEREAS, as per Springfield Municipal Code §5-211 "Signs; Signals," the Mayor and City Council hereby direct the Springfield Street Department to:

- (1) remove the yield sign on northbound North 7th Street at the intersection of Elm Street
- (2) place a stop sign on northbound North 7th Street at the intersection of Elm Street
- (3) place a stop sign on eastbound Elm Street at the intersection of North 8th Street
- (4) place a stop sign on northbound North 8th Street at the intersection of Elm Street

WHEREAS, the streets listed herein are located within the corporate limits of the City of Springfield; and

WHEREAS, a map is attached hereto as Exhibit "A" depicting the location of the traffic signs.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Springfield, Nebraska that the Springfield Street Department is directed to (1) remove the yield sign on northbound North 7th Street at the intersection of Elm Street, (2) place a stop sign on northbound North 7th Street at the intersection of Elm Street, (3) place a stop sign on eastbound Elm Street at the intersection of North 8th Street and (4) place a stop sign on northbound North 8th Street at the intersection of Elm Street.

Introduced and Passed this 2nd day of March, 2021.

City Council Member Murtha moved the adoption of said resolution.

City Council Member Swenson seconded the motion.

Ayes: Swenson, Herzog, Murtha

Nays: None

Abstain: None

Absent: Craney

Approved: Robert Roseland, Mayor

SEAL

Attest: Kathleen Gottsch, City Clerk

Agenda Item 10. Motion by Swenson, seconded by Herzog, to approve the bid from Eakes Office Solutions for the lease of a new printer/copier/scan/fax machine for City Hall. AYES: Swenson, Herzog, Murtha. NAYS: None. ABSENT: Craney. Motion carried.

Agenda Item 11. Motion by Herzog, seconded by Swenson, to approve a 3% annual merit increase to Connie Manzer, Library Director. AYES: Swenson, Herzog, Murtha. NAYS: None. ABSENT: Craney. Motion carried.

Department Reports

Agenda Item 1. No Department Report from Swenson.

Agenda Item 2. Herzog reported that the library is preparing for new carpet installation.

Agenda Item 3. Murtha and Maystrick reported that the street department has begun street repairs. They will be repairing alleys and chasing cracks in the near future. Maystrick noted that city staff will also soon begin fixing parking lots.

Agenda Item 4. No Department Report from Craney.

Agenda Item 5. Mayor Roseland reported on upcoming sewer agency meetings. He noted he is helping a local business with a promotional video.

Agenda Item 6. Kathleen Gottsch, City Administrator, reported that staff is in the process of scheduling cleanup day for spring 2021. She provided an update on the city-wide drainage project and noted that an adjacent property owner to where the improvements are being done south of 6th and Mulberry was upset about trees being removed from the right-of-way and drainage easement. Council considered adding new trees to the project but couldn't agree to move forward with planting new trees, so a change order will not be issued for new tree plantings. Gottsch also reported on upcoming special Council meeting dates to finalize the annexation of Lots 1-3, Gemini.

Adjournment

Motion by Murtha, seconded by Swenson, to adjourn. AYES: Swenson, Herzog, Murtha. NAYS: None. ABSENT: Craney. Meeting adjourned at 8:29 p.m. Motion carried.

I, the undersigned, City Clerk for the City of Springfield, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Council on March 2, 2021; 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 agenda items were sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting; 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; and that a current copy of the Nebraska Open Meetings Act was available and accessible to members of the public, posted during such meeting in the room in which such meeting was held.

Kathleen Gottsch
City Clerk