



CITY COUNCIL AGENDA

Tuesday, October 3, 2023 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 September 19, 2023, Council Meeting
2. Approve Claims and Payroll
3. Consider refund of Community Building rental to Andie Ledenbach due to cancellation

REGULAR AGENDA

1. Sarpy County Sheriff's Monthly Service Report
2. Conduct a **Public Hearing** to consider an application for a Class C liquor license submitted by The Blind Pig, LLC, 167 Main Street, Springfield; consider recommendation to the Nebraska Liquor Control Commission for the Class C liquor license
3. Conduct a **Public Hearing** for the One and Six Year Road Plan; approve **Resolution 2023-21** accepting and adopting the One and Six Year Road Plan
4. Consider bid from Millard Sprinkler for infield irrigation system replacement at Buffalo Park
5. Consider approval of quote from CoreTech for the purchase of a new laptop for City Hall
6. Consider policy regarding private pavement improvements within city right-of-way
7. **Tabled September 5, 2023.** Discuss water and sewer rate adjustments

8. **Tabled September 19, 2023.** Discuss Elliott Smart’s annual review and consider a proposed merit increase
9. Discuss Kellie Seiber’s annual review and consider a proposed merit increase
10. Consider COLA increase for regular full-time employees (40 hours) and regular part-time employees (30+ hours)

DEPARTMENT REPORTS

1. Water & Sewer Department – Mike Neitzel
2. Library & Community Building – Michael Herzog
3. Parks Department – Kacie Murtha
4. Street 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

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, October 3, 2023, at City Hall. Present were Mayor Bob Roseland; Council Members: Mike Neitzel, Michael Herzog, Kacie Murtha, Dan Craney. 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 Murtha, to approve the Consent Agenda. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Motion carried.

Claims and Payroll:

Check #	Account ID	Account Description	Debit Amount	Name
General				
47576	7480-10-10	Janitorial-Gen	250.00	5 Tool Restoration & Cleaning Service
47627	6084-10-10	Aflac-Gen	51.10	Ameritas Life Insurance Corp.
47619	7455-10-10	Internet-Gen	137.97	Chater Communications
47585	7045-10-10	Prof Svcs-Tech Support-Gen	672.00	Core Technologies, Inc
47591	7205-10-10	Subscriptions-Gen	5.00	First National Bank of Omaha

47591	7045-10-10	Prof Svcs-Tech Support-Gen	17.11	First National Bank of Omaha
47591	8010-10-10	Office Supplies-Gen	21.30	First National Bank of Omaha
47591	9010-10-10	Office Equipment-Gen	89.99	First National Bank of Omaha
47591	7330-10-10	Telephone-Gen	190.28	First National Bank of Omaha
47588	9010-10-10	Office Equipment-Gen	88.42	Five Points Bank
47588	8140-10-10	R&M Equipment-Gen	126.29	Five Points Bank
47593	8130-10-10	R&M Building-Gen	254.37	Grainger
47596	7040-10-10	Prof Svcs-Other-Gen	10,500.91	Kissel, Kohout, ES Associates LLC
47622	7250-10-10	Publication Costs-Gen	381.04	Lee BHM Corp
47601	8030-10-10	Supplies-Gen	27.58	Menards
EFTPS 10/1/23	6080-10-10	Health Insurance-Gen	142.08	Metropolitan Life Insurance Co
47607	7320-10-10	Natural Gas-General	46.00	Metropolitan Utilities District
47609	7010-10-10	Prof Svcs-Engineer-Gen	1,250.10	Olsson
47610	7310-10-10	Electricity-Gen	286.23	OPPD
47612	7046-10-10	Prof Svcs-Building Inspector	65.47	Sarpy County Building Inspector
47613	7060-10-10	Animal Control-Gen	403.00	Sarpy County Fiscal Administrator
47614	7050-10-10	Law Contract-Gen	10,162.00	Sarpy County Treasurer
47616	7020-10-10	Prof Svcs-Legal-Gen	840.90	Seidler & Seidler, P.C.
47620	8130-10-10	R&M Building-Gen	59.98	Springfield Ace Hardware
47621	9400-10-10	Refund-Gen	500.00	Springfield Days
47624	7270-10-10	Insurance-Gen	3.66	USI Insurance Services LLC
47625	7280-10-10	Laundry-Gen	116.16	Walkers Uniform Rental
47611	7340-10-10	Waste Disposal-Gen	28.93	Waste Connections of Nebraska, Inc
Total			39,838.97	
Sales Tax				
47580	9089-15-10	Community Events-Sales Tax	14,150.00	Brite Ideas Decorating Inc.
Total			14,150.00	
Library				
47578	8060-20-10	Books/Videos/Maps-Lib	407.99	Amazon Capital Services
47627	6084-20-10	Aflac-Lib	26.40	Ameritas Life Insurance Corp.
47579	8060-20-10	Books/Videos/Maps-Lib	121.20	Baker & Taylor
47619	7455-20-10	Internet-Lib	95.94	Chater Communications
47585	7330-20-10	Telephone-Lib	50.00	Core Technologies, Inc
47591	7330-20-10	Telephone-Lib	100.57	First National Bank of Omaha
47615	7480-20-10	Janitorial-Lib	300.00	Marcie Schmieder
EFTPS 10/1/23	6080-20-10	Health Insurance-Lib	26.34	Metropolitan Life Insurance Co
47607	7320-20-10	Natural Gas-Lib	46.00	Metropolitan Utilities District
47604	8060-20-10	Books/Videos/Maps-Lib	198.94	MicroMarketing, LLC
47605	8060-20-10	Books/Videos/Maps-Lib	155.65	MidAmerica Books
47610	7310-20-10	Electricity-Lib	354.58	OPPD
47600	8060-20-10	Books/Videos/Maps-Lib	18.00	Real Simple
47620	8160-20-10	R&M Grounds-Lib	2.59	Springfield Ace Hardware
47577	9062-20-10	Security System-Lib	80.00	The ADT Security Corporation
47624	7270-20-10	Insurance-Lib	1.59	USI Insurance Services LLC
Total			1,985.79	
Library Restricted				
47578	8070-21-10	Library Supplies-Lib Rest	27.14	Amazon Capital Services

47592	8060-21-10	Books/Videos/Maps-Lib Rest	108.95	Cengage Learning Inc/Gale
47583	8060-21-10	Books/Videos/Maps-Lib Rest	91.68	Center Point Large Print
47589	8070-21-10	Library Supplies-Lib Rest	154.95	Eakes Office Solutions
47588	9010-21-10	Office Equipment Lib Rest	93.51	Five Points Bank
47604	8060-21-10	Books/Videos/Maps-Lib Rest	68.39	MicroMarketing, LLC
Total			544.62	
Parks				
47626	9020-30-10	Vehicle-Parks	52,760.00	Baxter Ford
47581	8120-30-10	Fuel-Park	768.06	BRP Investments
47587	7350-30-10	Rental-Park	295.00	Eagle Services
47591	8030-30-10	Supplies-Park	49.99	First National Bank of Omaha
47591	7180-30-10	Education-Park	160.00	First National Bank of Omaha
EFTPS 10/1/23	6080-30-10	Health Insurance-Park	39.51	Metropolitan Life Insurance Co
47610	7310-30-10	Electricity-Park	614.15	OPPD
47623	8030-30-10	Supplies-Park	43.98	Ty's Outdoor Power & Service
47623	8140-30-10	R&M Equipment-Park	169.98	Ty's Outdoor Power & Service
47624	7270-30-10	Insurance-Park	2.35	USI Insurance Services LLC
47611	7340-30-10	Waste Disposal-Park	201.34	Waste Connections of Nebraska, Inc
Total			55,104.36	
Community Building				
47597	9400-40-10	Refund-Community Bldg	100.00	Andrea Ledenbach
47619	7455-40-10	Internet-Community Bldg	72.98	Chater Communications
47590	7480-40-10	Janitorial-Community Building	230.00	Executive Janitorial Corporation
47601	8030-40-10	Supplies-Community Bldg	76.83	Menards
47607	7320-40-10	Natural Gas-Community Bldg	47.40	Metropolitan Utilities District
47610	7310-40-10	Electricity-Community Bldg	216.41	OPPD
47624	7270-40-10	Insurance-Community Bldg	1.24	USI Insurance Services LLC
47625	7280-40-10	Laundry-Community Bldg	171.92	Walkers Uniform Rental
47611	7340-40-10	Waste Disposal-Community Bldg	76.37	Waste Connections of Nebraska, Inc
Total			993.15	
Water				
47627	6084-50-20	Aflac-Water	9.75	Ameritas Life Insurance Corp.
47581	8120-50-20	Fuel-Water	150.70	BRP Investments
EFTPS 10/1/23	6080-50-20	Health Insurance-Water	41.72	Metropolitan Life Insurance Co
47606	7420-50-20	Testing-Water	69.06	Midwest Laboratories
EFTPS-Sept 2023	2200-50-20	Sales Tax-Water	3,128.31	Nebraska Department of Revenue
47609	9090-50-20	New Well-Water	3,129.01	Olsson
47586	7430-50-20	Digger's Hotline-Water	42.20	One Call Concepts, Inc.
47610	7310-50-20	Electricity-Water	1,639.99	OPPD
47618	9400-50-20	Refund-Water	214.33	SW Real Estate
47624	7270-50-20	Insurance-Water	3.90	USI Insurance Services LLC
Total			8,428.97	
Sewer				
47627	6084-60-30	Aflac-Sewer	9.75	Ameritas Life Insurance Corp.
47581	8120-60-30	Fuel-Sewer	150.69	BRP Investments
EFTPS 10/1/23	6080-60-30	Health Insurance-Sewer	54.89	Metropolitan Life Insurance Co
47606	7420-60-30	Testing-Sewer	487.72	Midwest Laboratories
47609	7010-60-30	Prof Svcs-Engineer-Sewer	1,140.16	Olsson
47610	7310-60-30	Electricity-Sewer	2,859.85	OPPD
47616	7020-60-30	Prof Svcs-Legal-Sewer	112.50	Seidler & Seidler, P.C.

47618	9400-60-30	Refund-Sewer	214.33	SW Real Estate
47624	7270-60-30	Insurance-Sewer	2.94	USI Insurance Services LLC
Total			5,032.83	
Street				
47581	8120-70-40	Fuel-Street	1,287.96	BRP Investments
47608	8030-70-40	Supplies-Street	25.62	Capital One Trade Credit
47582	8030-70-40	Supplies-Street	277.06	Carroll Construction Supply
47619	7455-70-40	Internet-Street	107.98	Chater Communications
47584	8090-70-40	Asphalt & Concrete-Street	903.75	Concrete Delivered LLC
47594	8090-70-40	Asphalt & Concrete-Street	5,895.00	Harm's Concrete
47595	9040-70-40	Tools & Misc Equip-Street	5,745.00	Hotsy Equipment Co.
47622	7250-70-40	Publication Costs-Street	37.14	Lee BHM Corp
47598	8030-70-40	Supplies-Street	711.42	Logan Contractors Supply
47602	8140-70-40	R&M Equipment-Street	148.96	Menards
47601	8140-70-40	R&M Equipment-Street	1,157.07	Menards
EFTPS 10/1/23	6080-70-40	Health Insurance-Street	52.68	Metropolitan Life Insurance Co
47607	7320-70-40	Natural Gas-Street	99.29	Metropolitan Utilities District
47603	8225-70-40	R&M Street Signs&Posts-Street	1,634.95	Michael Todd & Company
47609	7010-70-40	Prof Svcs-Engineer-Street	236.25	Olsson
47610	7310-70-40	Electricity-Street	2,612.27	OPPD
47617	8215-70-40	R&M Streets & Alleys-Street	105.00	Silex Group, LLC
47617	8090-70-40	Asphalt & Concrete-Street	400.00	Silex Group, LLC
47620	9040-70-40	Tools & Misc Equip-Street	11.99	Springfield Ace Hardware
47620	8030-70-40	Supplies-Street	34.99	Springfield Ace Hardware
47624	7270-70-40	Insurance-Street	5.32	USI Insurance Services LLC
47625	7290-70-40	Uniform Allowance-Street	20.52	Walkers Uniform Rental
47611	7340-70-40	Waste Disposal-Street	63.64	Waste Connections of Nebraska, Inc
Total			21,573.86	
Keno				
47599	9174-80-70	Keno CB Project	12,103.00	Derek McMillin/Mack Bros.
Total			12,103.00	
		Water Deposit Refunds	472.62	
		Payroll	65,520.42	
		VOYA Retirement ER	7,903.94	
		Medical Reimbursement	2,813.82	
Total			396,221.90	

Agenda Item 1: Sgt. Matt Howey reviewed the Sarpy County Sheriff's Monthly Service Report. He reported that the department had complaints of speeding by the elementary school, so they have paid special attention to that area. Sgt. Howey feels the variation of speeds on Main Street may be confusing to people and contribute to speeding since there is a fluctuation between 20 mph and 25mph every few blocks.

Agenda Item 2. A Public Hearing of the Springfield City Council was opened at 7:09 p.m. to consider an application for a Class C liquor license submitted by The Blind Pig, LLC, 167 Main Street, Springfield. Jacob Norman, applicant/co-owner, was present for any questions. No one else from the public spoke in favor of or in opposition to the application. Motion by Herzog, seconded by Neitzel, to close the public hearing. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Motion carried. Public Hearing closed at 7:10 p.m. Motion by Neitzel, seconded by Murtha, to recommend approval of the Class C

liquor license application submitted by The Blind Pig, LLC, 167 Main Street, Springfield. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Motion carried.

Agenda Item 3. A Public Hearing opened at 7:13 p.m. to consider the One and Six Year Road Plan. Council reviewed plan updates and project descriptions. No one from the public spoke in favor of or in opposition to the plan. Motion by Herzog, seconded by Neitzel, to close the public hearing. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Motion carried. Public Hearing closed at 7:14 p.m.

Council Member Herzog introduced Resolution 2023-21 and moved its adoption. Council Member Neitzel seconded the foregoing motion and on roll call on the passage and adoption of said resolution, the following voted YEA: Neitzel, Herzog, Murtha, Craney. The following voted NAY: None. 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
2023-21**

One & Six Year Road Plan

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

WHEREAS, the City Street Superintendent has prepared and presented a One Year and Six Year Plan for the Street Improvement Program for the City of Springfield, Nebraska; and

WHEREAS, a public meeting was held on the 3rd day of October, 2023, in accordance with the requirements of the Board of Public Roads Classification and Standards, to present this plan and there was discussion held with respect to said plan;

THEREFORE, BE IT RESOLVED BY THE Mayor and City Council of Springfield, Nebraska, that the One and Six Year Plan for streets as presented at said public hearing has been accepted and approved.

Introduced and Passed this 3rd day of October, 2023.

City Council Member Herzog moved the adoption of said resolution.
City Council Member Neitzel seconded the motion.

Record of Vote:

Ayes: Neitzel, Herzog, Murtha, Craney

Nays: None

Abstain: None

Absent: None

Resolution adopted, signed and billed as adopted.

Approved: Robert Roseland, Mayor

SEAL

Attest: Kelly Shemek, City Clerk

Mike Herzog left the Council meeting at 7:24 p.m.

Agenda Item 4. Motion by Neitzel, seconded by Craney, to approve the bid from Millard Sprinkler for infield irrigation system replacement at Buffalo Park in the amount of \$6,100.00 contingent upon Springfield Platteview Schools and Legion Baseball each paying one-third of the project cost. AYES: Neitzel, Murtha, Craney. NAYS: None. ABSENT: Herzog. Motion carried.

Agenda Item 5. Motion by Murtha, seconded by Craney, to approve the bid from CoreTech for the purchase of a new laptop for City Hall in the amount of \$2,344.04. AYES: Neitzel, Murtha, Craney. NAYS: None. ABSENT: Herzog. Motion carried.

Mike Herzog returned to the Council meeting at 7:33 p.m.

Agenda Item 6. Council reviewed a request from the property owner at 280 Main Street to pave a portion of the city's right-of-way for additional parking on his property. Kathleen Gottsch, City Administrator, and Bill Seidler, Jr., City Attorney reported that nothing in the municipal code currently allows a resident to pave or improve the city right-of-way, so the owner is not currently permitted to do this. Council agreed that city right-of-way should not be used for personal parking, so they denied the property owner's request to pave this area.

Agenda Item 7. Gottsch reminded the Council that the city will need to implement a new strategy for sewer rates to get them where they need to be once the city is hooked on to the sewer agency system. Council recommends a four percent increase on water rates, and a one dollar increase on the base fee and per gallon fee on sewer rates.

Agenda Items 8 & 9. Motion by Herzog, seconded by Neitzel, to move agenda items 8 and 9, regarding Elliot Smart and Kellie Seiber's annual review and proposed merit increase, into executive session. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Motion carried.

Agenda Item 10. Council reviewed cost of living allowances approved by other cities and considered market conditions. Motion by Craney, seconded by Murtha, to approve a 4% COLA increase for regular full-time and regular part-time employees. AYES: Herzog, Murtha, Craney. NAYS: Neitzel. Motion carried.

Department Reports

Agenda Item 1. Neitzel reported that Heath Shemek, Sewer/Water Operator, still has forty water meters on backorder and about twelve on the shelf for new construction homes.

Agenda Item 2. Herzog reported that the library had a great turnout for the pie baking contest with thirteen pies being submitted. He said that the fall reading program has started. The community building has been busy.

Agenda Item 3. Murtha reported that Tyler Holdorf, Parks Director, has researched potential locations for a pickleball court and associated costs. Holdorf reported that concrete would cost approximately \$2,900 for one pickleball court. This cost estimate does not include any prep work for the concrete. A pickleball net is about \$730. Holdorf thinks we could utilize the open field at City Park. Murtha thinks this would be something we budget for next year if it is still in high demand for courts to play on.

Agenda Item 4. No Department Report from Craney.

Agenda Item 5. Mayor Roseland reported that he has been busy with Sewer Agency meetings.

Agenda Item 6. No Department Report from city staff.

Executive Session

Motion by Herzog, seconded by Neitzel, to enter into executive session at 8:24 p.m. for the purpose of personnel matters. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Motion carried.

Motion by Herzog, seconded by Neitzel, to leave executive session at 8:46 p.m. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Motion carried.

Motion by Neitzel, seconded by Craney, to give Elliott Smart, Director of Equipment, Vehicles, and Buildings, a 4% annual merit increase. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Motion carried.

Motion by Herzog, seconded by Craney, to give Kellie Seiber, Library Director, an 8% annual merit increase. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Motion carried.

Adjournment

Motion by Herzog, seconded by Neitzel, to adjourn. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Meeting adjourned at 8:47 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 October 3, 2023; 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.

Kelly Shemek
City Clerk