



CITY COUNCIL AGENDA

Tuesday, January 17, 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 January 3, 2023 Council Meeting
2. Approve Treasurer’s Report
3. Approve Pay Application No. 4 in the amount of \$332,653.26 to Judd Bros. Construction Co. for services performed on Municipal Water Well and Improvements
4. Approve SRF Reimbursement Request for Municipal Water Well and Improvements
5. Approve the following invoices:

Vendor	Amount	Description
Grow Sarpy	\$35.00	Dues-Gen
Sarpy County Election Commission	\$149.18	Election Fees-Gen
Olsson	\$15,151.57	New Well-Water

REGULAR AGENDA

1. Consider approval of **Resolution 2023-1** entering into a Third Amendment to Subdivision Agreement for Lots 1-128 and Outlots A-I, Springfield Pines
2. **Tabled December 20, 2022.** Consider a request from Springfield Baseball Association (SBA) for financial assistance for infield improvements at the Buffalo Park baseball field, including product to relevel and resurface the dirt portion of the infield

3. Consider bids for the purchase of a metal basket lift for the telehandler
4. Discuss replacement of water meters damaged due to negligence of property owner
5. Discuss well project
6. Approve **Resolution 2023-2** amending appointment of city officials – changes include appointing Kelly Shemek as City Clerk and Kathleen Gottsch as City Treasurer
7. Discuss Kathleen Gottsch’s annual review and consider a proposed merit increase

DEPARTMENT REPORTS

1. Sewer & Water 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

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, January 17, 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 Neitzel, to approve the Consent Agenda. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Motion carried.

City Clerk reported a balance on hand of \$2,749,131.37; in cash assets; Prestige Treasury-\$205,941.99; Prestige Bond-\$1,175,286.34; Keno Community Betterment-\$426,112.12; Keno Progressive Jackpot-

\$50,043.62; Water Deposit Savings-\$4,211.05; Refundable Deposit Savings-\$1,229.46; Water Tower Savings-\$286,183.31; Sewer Restricted-\$289,141.07; Water Capital Facilities Fees-\$161,130.90; Sewer Capital Facilities Fees-\$1,022,586.63; City Sales Tax-\$6,946,047.21; Money Mark Library Bricks-\$972.07; Government Securities-\$116,885.83; Library Savings-\$1,636.44; ASIP at Pinnacle-\$1,962,877.19; Time Certificates as follows: Bond-\$79,869.82; Tower-\$59,735.64; Water-\$131,838.00; Library Restricted-\$33,493.11; Cash Receipts-\$431,317.46; Cash Disbursements-\$570,640.46.

Agenda Item 1. Robert Griffith, attorney for Springfield Pines SID, asked if the Council had any questions regarding the Third Amendment to Subdivision Agreement. Adam Mann, 330 N. 10th Avenue, member of the Springfield Pines SID Board, explained that he spoke with the four property owners who surround the proposed park area. Three of the property owners are residing in homes while the fourth is a builder. The three homeowners signed a statement that they approve of the park improvements. The builder said he spoke to his clients, and they are supportive as well. Council Member Herzog introduced the following resolution and moved its adoption. Council Member Murtha seconded the motion for the adoption of the resolution and on roll call the following Council Members voted in favor of said motion: Herzog, Murtha, Craney. The following voted against the same: Neitzel. The Mayor declared the motion carried and the resolution adopted. A true, correct, and complete copy of said resolution is as follows:

**RESOLUTION
2023-1**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRINGFIELD, NEBRASKA APPROVING THE THIRD AMENDMENT TO SUBDIVISION AGREEMENT FOR LOTS 1-128 AND OUTLOTS A-I, SPRINGFIELD PINES BETWEEN SPRINGFIELD PINES, LLC, A NEBRASKA LIMITED LIABILITY COMPANY, THE SPRINGFIELD PINES HOMEOWNERS ASSOCIATION, SANITARY AND IMPROVEMENT DISTRICT NO. 311 OF SARPY COUNTY, NEBRASKA, AND THE CITY OF SPRINGFIELD, A MUNICIPAL CORPORATION IN THE STATE OF NEBRASKA.

WHEREAS, on July 29, 2016, the original Subdivision Agreement for Lots 1-128 and Outlots A-I, Springfield Pines, Phase 1, was filed with the Sarpy County Register of Deeds as Instrument No. 2016-18537; and

WHEREAS, on November 3, 2016, the First Amendment to Subdivision Agreement for Lots 1-128 and Outlots A-I, Springfield Pines, Phase 1, was filed with the Sarpy County Register of Deeds as Instrument No. 2016-28511; and

WHEREAS, on May 29, 2018, the Second Amendment to Subdivision Agreement for Lots 1-128 and Outlots A-I, Springfield Pines, Phase 1, was filed with the Sarpy County Register of Deeds as Instrument No. 2018-11750; and

WHEREAS, Springfield Pines, LLC, Springfield Pines Homeowners Association, and Sanitary and Improvement District No. 311 have requested an amendment to the Subdivision Agreement for the purpose of amending the Park Plan to add improvements to the park area including a playground structure, swing-set, shade structure, decorative benches, trash receptacles, sidewalk, artificial grass and underground irrigation.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Springfield hereby approves and authorizes the Mayor to enter into the Third Amendment to Subdivision Agreement with Springfield Pines, LLC, Springfield Pines Homeowners Association, and Sanitary and Improvement District No. 311 for the purpose of amending the Park Plan, a copy of which is attached hereto as Exhibit "A."

Introduced and passed this 17th day of January, 2023.

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

Record of Vote:

Ayes: Herzog, Murtha, Craney

Nays: Neitzel

Abstain: None

Absent: None

Resolution adopted, signed and billed as adopted.

Approved: Robert Roseland, Mayor

SEAL

Attest: Kathleen Gottsch, City Clerk

Agenda Item 2. Motion by Murtha, seconded by Neitzel, to approve financial assistance in the amount of \$5,192.50 (one-half of the total project cost) for infield improvements at the Buffalo Park baseball field contingent upon the school district funding the other half of the bid from Mack Bros. Groundskeeping in the amount of \$5,192.50. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Motion carried.

Agenda Item 3. Motion by Neitzel, seconded by Murtha, to approve the bid from Lutz Welding in the amount of \$2,650 for the purchase of a metal basket lift for the telehandler. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Motion carried.

Agenda Item 4. Council discussed different options for the replacement of water meters damaged due to negligence of a property owner. Andie Ledenbach, Assistant City Clerk/Utility Billing Clerk, reported that she spoke with some surrounding cities and found that some charge the owner for the cost of a new meter, while some do not. Kathleen Gottsch, City Administrator, and Bill Seidler, Jr., City Attorney, reviewed the city's current code noting that property owners are required to have a working meter and owners are charged for the cost of a meter at time of building permit. Council agreed to bill the owners for the cost of a new meter.

Agenda Item 5. Council reviewed preliminary cost estimates to increase capacity for the new well and agreed to increase capacity. Council continued to discuss water and sewer service connection options for the properties between Main Street and Park Drive. Gottsch and Seidler will research water districts, financing options and lien requirements.

Agenda Item 6. Council Member Murtha introduced the following resolution and moved its adoption. Council Member Herzog seconded the motion for the adoption of the resolution and on roll call the following Council Members voted in favor of said motion: Neitzel, Herzog, Murtha, Craney. The following voted against the same: None. The Mayor declared the motion carried and the resolution adopted. A true, correct, and complete copy of said resolution is as follows:

**RESOLUTION
2023-2**

Appoint City Officials

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SPRINGFIELD, NEBRASKA:

that the Mayor of the City of Springfield, Nebraska, with the consent of the City Council, appoints the following persons to act as the municipal clerk, municipal treasurer, municipal engineer, municipal attorney, municipal street commissioner, municipal street superintendent, municipal maintenance superintendent, municipal fiscal agent, municipal auditor, municipal building inspector, and municipal electrical inspector, who shall hold their offices from February 1, 2023, until the first regular meeting in December 2023 unless sooner removed by the Mayor with approval of the City Council as per Springfield Municipal Code.

1. City Clerk: Kelly Shemek
2. City Treasurer: Kathleen R. Gottsch
3. Municipal Engineer: Olsson
4. Municipal Attorney: William E. Seidler, Jr.
5. Municipal Street Commissioner: Bryan Cherry
6. Municipal Street Superintendent: Justin Stark, Olsson, License No. 1534, Class A, By Contract
7. Municipal Maintenance Superintendent: Heath Shemek (Water & Sewer)
8. Municipal Fiscal Agents: Ameritas, Piper Sandler & Co.
9. Municipal Auditor: Ric Ortmeier, CPA
10. Municipal Building Inspector: Sarpy County Building Department
11. Municipal Electrical Inspector: Sarpy County Building Department

Introduced and Passed this 17th day of January, 2023.

City Council Member Murtha moved the adoption of said resolution.
City Council Member Herzog 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: Kathleen Gottsch, City Clerk

Agenda Item 7. Motion by Murtha, seconded by Herzog, to approve a 3.5% merit increase to Kathleen Gottsch, City Administrator/Clerk/Treasurer. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Motion carried.

Department Reports

Agenda Item 1. Neitzel reported that Kildow Construction was hired to fix the water main break at 3rd and Main Streets since it was a bigger job than the city crew could handle. The water line was repaired quickly. The city maintenance department will fill in concrete when the weather warms up.

Agenda Item 2. Herzog reported that the Springfield Memorial Library is doing their winter reading program.

Agenda Item 3. Murtha reported that Tyler Holdorf, Parks Director, is making butterfly houses for the parks and trail area, and a local boy scout is going to build bat houses and bird houses to replace the worn-out houses for his eagle scout badge. Holdorf also plans to see if the girl scouts want to help paint the butterfly houses to earn badges. Murtha reported that the Leadership Sarpy group that assisted the city last year with the purchase of communication boards for the parks also has funds available for the purchase of disc golf signs. Staff will coordinate with the group to order the disc golf signs.

Agenda Item 4. Craney reported that he spoke with Bryan Cherry, Street Commissioner, and he has sand and salt ready to go for any incoming snow forecasted.

Agenda Item 5. Mayor Roseland has a sewer meeting next week and has also been invited to help with the hiring of the next Papillion Fire Chief and do interviews with Mayor Black.

Agenda Item 6. Gottsch asked the Council if they wanted to purchase an extended warranty for the telehandler. Council agreed to purchase the extended warranty. She reported that cleanup day is scheduled for Saturday, May 6. Staff suggested a food drive for our local pantry be done at the same time. Residents will be asked to bring a non-perishable food item with them at drop off. Gottsch noted that she and Mayor Roseland have a meeting with Commissioners Jim Warren and Angela Burmeister as well as County Administrator Dan Hoins on January 20. The Employee Appreciation Dinner is scheduled for Saturday, February 4. Gottsch reported on the status of new banners. Council directed city staff to select the banners. Gottsch reviewed the request for proposals being drafted for fireworks vendors to submit proposals to operate a fireworks tent on the city's vacant lot at 1st and Main Streets. Council requested that language be added to the RFP requiring the fireworks vendor to operate a fireworks tent/stand during the entire selling period. They would also like to see preference given to a tent/stand that is staffed by a local (Springfield) organization.

Adjournment

Motion by Herzog, seconded by Craney, to adjourn. AYES: Neitzel, Herzog, Murtha, Craney. NAYS: None. Meeting adjourned at 8:41 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 January 17, 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.

Kathleen Gottsch, City Clerk