

October Meeting Minutes

The Elgin City Council met for a regular meeting on Monday, October 2, 2017, at the Elgin City Hall. Notice of said meeting had been posted at three places, namely, Dean's Market, US Post Office and the Elgin City Hall, as prescribed by law.

Mayor Schmitt called the meeting to order at 7:30 p.m. and announced the location of the Open Meeting Act.

Councilmen present were Duane Miller, Don Mackel and Jim Kittelson. Councilman Mike Dvorak arrived at 7:35 p.m.

Staff present was Vicki S. Miller, Don E. Poulsen and City Attorney Fredrick Bartell.

Also present was Janet Koinzan.

A motion was made by Kittelson to approve the previous regular meeting, budget hearing and special hearing minutes. A second to the motion was made by Miller. All members voted aye, with Dvorak absent and not voting and the motion carried.

Water Well Update: An email from John Zwingman stated that someone has been on-site to calibrate the pumps and the control system, and that the tracking number says that the fans will be delivered today. The electrician is planning on heading up tomorrow to get them installed. After the fans are installed they will get the electrical inspection completed. They think that all will be completed this week. John had talked to the NHHS inspector about scheduling the inspection, he said that he cannot schedule the inspection until he has the electrical inspector's approval, but he said he would keep a few days clear next week to get it done. Mr. Zwingman stated that by the end of next week we should be pumping into the system.

Two bids were received for the 30 bridge planks for sale. The first sealed bid was from Keith Heithoff for \$12.00 per plank. The second sealed bid was from Jim Kittelson for \$100.00, for all 30 planks.

A motion was made by Dvorak to accept the bid from Keith Heithoff at \$12.00 per plank equaling \$360.00 total. A second to the motion was made by Mackel. All members voted aye and the motion carried.

A bid from A-1 Tree Service to remove trees and trim trees at the library and Centennial Gardens in the amount of \$1,658.50 was reviewed.

A motion was made by Kittelson to accept the bid, providing a certificate of insurance was given to the City Clerk before the work is started. A second to the motion was made by Mackel. All members voted aye and the motion carried.

Councilman Mackel requested that the tree branch hanging over the dump station also be included in the trimming.

Janet Koinzan was present to discuss the installation and costs of the water and sewer lines at Meadowbrook subdivision.

The cost breakdown has been received, the total cost of the project is \$113,708.93, with the City's cost \$38,740.81. This is the cost of water from Highway 14 and the sewer from Myrtle Street.

Ms Koinzan wanted to know when we received the breakdown. The breakdown was received via email on Friday, September 29, 2017.

Ms Koinzan stated she had an agreement with Adam Rutjen's on the cost September 1, 2017 and wanted to know why the cost of pipe increased.

Mayor Schmitt explained that because she hadn't signed the contract yet the price of pipe had increased.

Ms Koinzan stated she wasn't aware she had to sign a contract.

Discussion was held on connecting the water line to Myrtle Street and looping the system.

Ms Koinzan stated that the June meeting minutes state that the Council approved the water line from Highway 14 and the sewer line from Myrtle Street.

City Clerk Miller question what the problem was with the minutes. Mayor Schmitt stated that the minutes reflect coming in from Highway 14.

Ms Koinzan stated she would go and talk to Adam Rutjen's regarding the cost increase.

Mayor Schmitt stated that a special meeting could be held after she had talked to Rutjen's.

Any action on the matter was postponed.

Discussion was held on installing a walking bridge on Myrtle. Ms Koinzan stated that since Myrtle was only 50 foot wide and Elm Street is 35 foot wide the sidewalks would all be on private property.

Ms Koinzan stated that Kyle Warren stated he had his property surveyed and the property stake is located in Elm Street.

Mayor Schmitt stated that when she had obtained signatures from all the property owners stating they will install the sidewalks, the City would install the bridge.

Ms Koinzan stated Jim Childers had signed an agreement to install sidewalks and she owned most of the other properties, if we wanted her to sign a form. That would leave Getzfred's and Warren's signatures to be obtained.

Ms Koinzan asked if all properties are required to have sidewalks. City Attorney Bartell explained the ordinances regarding installing sidewalks.

Ms Koinzan asked how wide the sidewalks would need to be. The sidewalks should be 4 foot wide and 5" to 6" thick with rebar added.

Ms Koinzan stated that nothing would probably be done until spring.

Mayor Schmitt informed Ms Koinzan that we would find all the property lines.

Ms Koinzan presented the Council with an un-finalized building permit, for their information, regarding a tri-plex she is planning on building on Lot 2 of Meadowbrook Subdivision.

Ms Koinzan explained that the plans were not finalized and she was presenting the building permit so the Council knew what would be coming when plans are complete.

A bid to replace two more security cameras and the cleaning of the other cameras was reviewed. The bid is from Dwain's Security in the amount of \$1,844.00.

The camera replacements had been budgeted for in the 2017-2018 budget.

Following review, a motion was made by Mackel to approve the bid. A second to the motion was made by Kittelson. All members voted aye and the motion carried.

A building permit received from Ken Schindler was reviewed. Mr. Schindler will be constructing a 10' x 36' roof on the south side of his shop and extending the concrete under the new roof.

A motion was made by Dvorak to approve the building permit. A second to the motion was made by Miller. All members voted aye and the motion carried.

A motion was made by Councilman Miller to enter into closed session to discuss possible litigation. A second to the motion was made by Kittelson. All members voted aye and the motion carried.

The Council entered into closed session at 8:15 p.m.

The Council reconvened in open session at 8:44, with no action being taken.

In the maintenance report, Poulsen requested permission to update his cell phone. A motion was made by Kittelson to approve the request. A second to the motion was made by Miller. All members voted aye and the motion carried.

Poulsen asked if anyone knew if someone had come and finished up at the pool. Mayor Schmitt stated he would call and find out.

When asked when the Council wanted the park bathrooms shut down, Poulsen was informed to leave them open until November, unless there was going to be a freeze.

Councilman Kittelson reported that several fire hydrants needed markers, a couple needed to be oiled, a couple needed repaired and two needed replaced.

The two that need replaced will be done when Rutjen's are in town, if possible. Poulsen will check with them tomorrow.

Councilman Dvorak requested that the ditch north of Centennial Garden be cleaned up.

Councilman Kittelson asked if the open broom could be used to try and clean out the mud in the gutters.

There was nothing to report in the Sheriff's report or the trash/recycling report.

City Attorney Bartell reported on the cases pending regarding dog issues.

A motion was made by Dvorak to accept the treasurer's report, subject to audit. A second to the motion was made by Mackel. All members voted aye and the motion carried.

In the transaction report and claims, Clerk Miller reported that there was change in the water and sewer funds. The amount being paid to GIS Workshop would be \$1,318.75 out of each fund. This is for web design. Also the check to GIS Workshop would be \$2,637.50.

(CLAIMS)

A motion was made by Mackel to pay the claims and approve the transaction report. A second to the motion was made by Kittelson. All members voted aye, with Mackel abstaining on the claim from Don's Electric and the motion passed.

In the Councilman's report, items remaining from the old pool will be hauled in for iron.

In the Clerk's report, City Clerk Miller informed the Council that the auditors will be here on Friday, October 27, 2017.

Also Clerk Miller apologized for the confusion on the June meeting minutes regarding the water line at Meadowbrook Subdivision. Miller explained, it was her

understanding that the water line coming from Highway 14 would be looped to the line on Myrtle and the water line coming from Myrtle would not be looped.

There being no further business to come before the Elgin City Council, Mayor Schmitt declared the meeting adjourned the next regular meeting will be held on Monday, November 6, 2017 at 7:30 p.m. at the Elgin City Hall. Meeting ended at 9:05 p.m.

Mayor Mike Schmitt

City Clerk Vicki S. Miller

CLAIMS

GENERAL:

ERPPD,se,161.59-Great Plains Communications,se,36.95- Fitzgerald, Vetter & Temple,se,399.88-Jeanette Meis,se,125.00-Prudential,retirement,618.55-US Treasury,tax,2474.54-Elgin Review,prnt,97.54-Dean's Market,su,12.79-APPEARA,su,44.16-Eakes Office,su,711.96-429.88-Elgin Insurance Services,ins,4305.00 -NE Dept of Revenue,tax 1252.32-EMC Insurance,ins,1074.00-Bank of Elgin,ins,2250.00-Black Hill Energy,se,83.60-US Post Office,su,15.42-Payroll,1817.04

SALES TAX:

Pool Fund: 2563.05

STREET:

ERPPD, se, 1134.08- Verizon Wireless, su,28.82-Elgin One Stop,su,40.59-Home Town Station,su,40.32- Black Hills Energy,se,33.69-CVA,su,23.98-Corner Service & Tire,su,48.95-Bader's Highway & Street,se, 5322.00-Black Hills Energy,se,33.69-Payroll,1147.72

WATER:

ERPPD,se,727.63-Verizon Wireless,su,28.83-Great Plains Communications, se,30.00-CVA,su,35.16- NE Health Lab,test,52.00-GIS Workshop,web design,1318.75-Blackburn MFG,su,104.94-Nebraska Power Pool,su, 28.82-Municipal Supply,su,1242.08-US Post Office,su,69.09-Dept of Revenue,tax,360.07-Bank of Elgin,bad check,245.89-Payroll,2295.46

SEWER:

ERPPD,se,1149.93-Great Plains Communications,se,34.14-Midwest Labs,test,275.53-CVA,su,31.94-GIS Workshop,web design,1318.75-Nebraska Power Pool,su,28.82-US Post Office,su,45.33-Dept of Revenue,tax,123.67-Payroll,882.81

FIRE:

ERPPD,se,137.23-Great Plains Communications,se,40.92-APPEARA,su,44.16-Black Hills nergy,se,71.72-Midwest Automatic Fire Sprinkler,se,380.00

POLICE:

Antelope Co Sheriff,se,2,700.00-Fitzgerald,Vetter, Temple & Bartell,se,500.00

TRASH PICKUP/RECYCLING:

Bud's Sanitary Service,se,4995.00-Betty Moser,rent,100.00-Nebraska Power Pool,su,28.82-US Post Office, su,45.33

POOL:

ERPPD,se,756.15-Black Hills Energy,se, 549.42-NE Dept Revenue,tax,63.17-Sue Vanis,su,113.68-Fischer Tree Central,se,2472.50

PARK:

ERPPD,se,102.81-NE Dept Revenue,tax,16.56-Don's Electric,se,60.25-Payroll,264.92

LIBRARY:

ERPPD,se,72.33-Great Plains Communications,se,161.06-Amazon,bks,255.99-Black Hills Energy, se,39.06-Payroll,1134.84

YOUTH:

ERRPD,se,65.73-CVA,su,9.00