

## August Meeting Minutes

The Elgin City Council met for regular meeting on Monday, August 6, 2018. Notice of said meeting had been posted three places, namely, U.S. Post Office, Dean's Market, 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 in attendance were Jim Kittelson, Don Mackel, and Duane Miller. Councilman Mike Dvorak was absent.

Staff present was Don E. Poulsen, Vicki S. Miller, City Engineer John Zwingman, Librarians Barb Bode and Dianne Gunderson. Sue Vanis arrived at 9:05 p.m.

Also present was Keith Gillham, Dennis Morgan, Jessica Reestman, Noreen Weidner, Amy Selting, Alan Reicks and Sheriff Bob Moore.

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

Librarians Barb Bode and Dianne Gunderson gave the annual library report. Items in the report were the number of patrons, circulation, number of books and all the events held the past year and others planned for the future.

Also reported was the equipment purchased this year and equipment that has not been purchased yet.

Mrs. Gunderson reported that they continue to take classes for certification and they have taken 12 classes and there is one left.

Keith Gillham with Central Valley Ag was present along with the City Engineer to discuss the proposed drainage along Beech Street.

Zwingman presented the Council a proposed paving/drainage plan and explained the plan in detail.

The area leading to and away from the scales will be millings or crushed rock. If crushed rock is used the area could be armor coated at a future date. It would be swayed to provide water to drain away.

There will be two (2) 12" storm sewers placed on Beech Street. There will be a holding reservoir which will hold 1/2" if the main storm sewer is full and then will dump when there is room. The ditch will actually hold three (3) feet of rain water before it has to dump.

Zwingman stated he had asked the State to allow an extension to be placed, but he doubts it will be allowed.

The culverts will have head walls on both sides and they will be buried or they will place one on the north side and extend the culverts further south.

Mayor Schmitt asked if the street could be made wider. Zwingman stated that the street is only 21 foot wide and according to the property stakes the street could be made wider.

Following the discussion, a motion was made by Kittelson to proceed with the Beech Street project. A second to the motion was made by Miller. All members voted aye, Dvorak absent and not voting, and the motion carried.

Jessica Reestman, Noreen Weidner and Amy Selting, members of the EKG group met to discuss a beautification project they have for the downtown area.

They would like to place large flower pots in the downtown area to be decorated year round.

Councilmembers stated that they would need to be moved during snow removal, unless the EKG members removed the snow from around the pots.

Jessica explained that the pots were approximately 4 foot long and 24" high and then there would be some that are taller. The plan is for 3 pots for each of the 4 City blocks.

The group would provide the dirt and flowers, and the businesses have been really good about watering the existing plants.

Also discussed was a lighting project in the downtown area. The lights would be placed on the top of the businesses and plugged into the light poles like the Christmas lights.

The cost of the electricity would be paid for by the EKG, they would reimburse the City for the cost each month.

Bruce Clark would install them and they would do an annual check and replace bulbs that need replaced.

The EKG will check with all the businesses about placing them on their buildings before they do anything.

City Engineer Zwingman informed the EKG of the future water project, and stated the flower pots would need to be moved until the project is done.

A motion was made by Mackel to approve the lighting project and table the flower pot project. A second to the motion was made by Kittelson. All members voted aye, Dvorak absent and not voting, and the motion carried.

The EKG members also requested Council approval for a Special Designated Permit to be used for their tailgate Husker fundraiser to be held on September 22, 2018 from 1:00 p.m. until 1:00 a.m.

Alan Reicks met with the Council to ask permission for the Knights of Columbus to place a central drain in the middle of the proposed outside area running under the sidewalk and into the street.

The gutters on the existing building are that way now.

A motion was made by Kittelson to approve the request. A second to the motion was made by Mackel. All members voted aye, Dvorak absent and not voting, and the motion carried.

City Engineer Zwingman stated that he did not see any problems with extending culverts in the drainage ditch to the highway along Bowen Street.

Councilman Mackel stated he was not in favor of enclosing the ditch because the water doesn't run down there anyway. It runs from Pollock's driveway across Bowen and down 3<sup>rd</sup> Street to the alley and then west.

Zwingman stated that he hadn't tracked to see where the water does drain; he just looked at the culvert under the highway.

The matter was tabled until Zwingman checks into the drainage route.

City Engineer Zwingman presented the Council with the proposed Pine Street storm sewer improvements.

John explained the type of culverts being placed, the location of the pipe and inlets and the length of the project.

Discussion was held on the proposed county building and the gutter drainage. Zwingman stated that he felt the City project was deep enough that they could hook into it if needed.

Zwingman will put the costs together and get it to the City Clerk for budget preparation and the matter was tabled until the September meeting.

Discussion was held on the Niewohner lots by the new well house. An error had been made at the time of the signing and all the lots were deeded to the City. Mr. Niewohner would like the warranty deed filed so lots #1 and #6 go back in JSMM Farms name.

The City has approved the return, but has been waiting for an easement from Niewohner. Jerry Niewohner informed the City Clerk that he was not giving an easement to the City.

Mayor Schmitt stated that if the City needs to go on the property, we can go on; we will just need to pay for the amount of crop damaged.

The Council instructed the City Clerk to file the warranty deed.

Mayor Schmitt asked the Council to take a look at the alleys platted to see if they were interested in developing the alleys. The alleys are 20 foot wide and the north and south one runs from Maple Street north to Beech Street. The alley that runs west goes to N 6<sup>th</sup> Street.

The matter was tabled until the September meeting.

The final payment to Mechanical Inc was discussed. The amount of the final payment is \$18,265.95. This amount is the money held back from each payment. A motion was made by Miller to pay the final bill. A second to the motion was made by Mackel. All members voted aye, Dvorak absent and not voting, and the motion carried.

Discussion was held on the payment through July 14, 2018 from Burbach Aquatic's in the amount of \$216,289.18.

Discussion was also held on how to pay the payment to Burbach Aquatic's.

A quote for a loan from the Bank of Elgin for \$250,000.00 for a 15 years period would be an annual payment \$20,944.97 with the interest rate of 3.002%. The total interest paid would be \$64,174.55.

A 10 year period would be an annual payment of \$29,310.00 with the interest rate of 3.002%. The interested paid would be \$43,109.90.

City Clerk Miller stated she didn't think there was a need for \$250,000.00 and the amount could be lowered to \$230,000.00.

A motion was made by Miller to take a 10 year loan out for \$230,000.00 with the Bank of Elgin. A second to the motion was made by Kittelson. All members voted aye, Dvorak absent and not voting, and the motion carried.

A motion was made by Miller to approve the payment to Burbach Aquatics, Inc. in the amount of \$216,289.18. A second to the motion was made by Mackel. All members voted aye, Dvorak absent and not voting, and the motion carried.

The problem with weeds at various locations was discussed. Mayor Schmitt asked the Councilmen to drive around town and take inventory and report back regarding the properties that need to have some type of action taken on the weed problem.

Some of the locations discussed were Jeremy Hoefler lot, Corner Service south lot, Larry Anderson's lots and rental property, Shirley Nissen's rental and Jeannette Meis' property.

There was one bid received for the Amana washer and dryer, which was from Vicki Miller in the amount of \$550.00.

A motion to accept the bid was made by Mackel. A second to the motion was made by Kittelson. All members voted aye, Miller abstaining, Dvorak absent and not voting, and the motion carried.

The budget workshop was set for Thursday, August 23, 2018 at 7:00 p.m.

Due to the Labor Day holiday, the September meeting will be held on Thursday, September 6, 2018 and 7:30 p.m.

There were no building permits received.

In the maintenance report, Poulsen explained that the cost to repair the cutter at the sewer plant would be \$7,380.00. A new one would cost between \$40,000 and \$50,000.00.

Also the transfer switch for the generator needs to be replaced and the cost to replace it would be \$4000.00.

The Council told Poulsen to proceed with getting them fixed.

Mayor Schmitt informed Poulsen that he needed to check the mechanical building at the pool, because the pipe that froze and broke was leaking.

Mayor Schmitt asked Poulsen what items they had gotten done from list they were given.

Poulsen stated that they had mowed the drainage ditch. Mayor Schmitt asked if they had mowed it all the way to the highway.

Poulsen said there was no way to mow that ditch, because of the trees. Mayor Schmitt stated that it used to be mowed and it needed to get cleaned out.

Poulsen was asked if the ditch by Centennial Gardens needed to be weeded again.

Mayor Schmitt asked that the broom be placed on the bobcat and the weeds, gravel and mud be cleaned out of the gutters.

Poulsen informed the Council that with all the rain, they have been busy mowing and they have a lot of area to mow.

Poulsen also explained that he was waiting on Rutjen's to take care of the hydrants.

Mayor Schmitt asked that the mud in front of Jean Peters be removed and that the drainage ditch by One Stop be weeded.

Poulsen stated that there were ordinances that state the property owners need to take care of some of this.

Mayor Schmitt stated he would talk to Janet Koinzan.

Also something needed to be done regarding the water standing in the intersections. The area needs to be cut back so it drains.

Poulsen stated that the property owners get upset when they tear up their lawns. The Council stated they would take the heat, because we need to protect our streets.

In the Sheriff's report, the hours spent in Elgin during the month of June were 113 hours and 50 minutes and there were 7 911 calls.

Also discussed with Sheriff Moore was the number of underage drivers driving golf carts and ATVs. The Council asked that the Sheriff's Department watch for this happening.

Discussion was held on trash from the country being brought into town for trash pickup. A notice will be placed in the paper stating that it is illegal and will result in a fine if it continues.

In the pool report, the Council set Sunday, August 12, 2018 as the pool closing date.

There will be an "Antelope County Cares" pool party from 5:00 p.m. until 7:00 p.m. on Monday, August 13, 2018.

A motion was made by Miller to accept the treasurer's report subject to audit. A second to the motion was made by Kittelson. All members voted aye, Dvorak absent and not voting, and the motion carried.

A motion was made by Mackel to pay the claims and approved the transaction report. A second to the motion was made by Kittelson. All members voted aye, Miller abstaining on claims from the City Clerk, Dvorak absent and not voting, and the motion carried.

(CLAIMS)

In the Councilman's report, Mayor Schmitt presented a bid from The Gutter Crew, Inc. to install seamless aluminum gutter and downspouts on the new well house for \$330.00.

Councilman Mackel commented that he felt the armor coating of the streets was well done.

Councilman Miller requested that a load of gravel picked up from the streets be dumped on the west side of the parking lot at the pool.

City Engineer Zwingman and Mayor Schmitt commented on the meeting with Matt Samuelson of the Department of Roads.

The meeting was mainly to work together on the water line project and the Highway 14 project. Mayor Schmitt, Zwingman, Poulsen and Henn did a walk-through of the plans with Samuelson.

The State plans are to minus two plus two on the highway, remove and replace sections of the curb and gutter that are bad. They will make the sidewalk ADA compliant and make repairs to several storm sewer outlets.

When asked about reimbursement regarding replacing the parking area with concrete when the water line is installed, the City was not given a response.

Mr. Zwingman explained that he hopes to have the plans and specs for the water line project ready for the October meeting and go out for bids in November or December with a start date in 2019.

In the Clerk's report, Clerk Miller reported that she would be attending a training session at Wayne on Wednesday, August 8<sup>th</sup> for the water billing program.

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 Thursday, September 6, 2018 at 7:30 p.m. at the Elgin City Hall. Meeting ended at 9:25 p.m.

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Mayor Mike Schmitt

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City Clerk Vicki S. Miller

#### CLAIMS

##### GENERAL:

ERPPD,se,183.53-Great Plains Communications,se,51.91- Fitzgerald, Vetter & Temple,se,3490.16-Jeanette Meis,se,125.00-Prudential,retirement,890.70-US Treasury,tax,5076.08-Elgin Review,prnt,55.43- APPEARA,su,42.99-Bank of Elgin,ins,2250.00-Black Hill Energy,se,38.70-Eakes Office Solutions,su, 249.98-Dean's Market,su,14.76-Elgin Insurance Services,ins,1090.00 -League of NE Municipalities,dues, 1386.00

Payroll,2525.25

##### SALES TAX:

Pool Fund: 2766.27

##### STREET:

ERPPD, se, 1296.92- Verizon Wireless, su,56.42-Elgin One Stop,su,196.86-Black Hills Energy,se,12.50- Home Town Station,su,658.07-Central Valley Ag, su,6.88-Sapp Bros,su, 90.18-Kayton International, su, 750.00-Corner Service & Tire,su,12.00-MARC,su,762.06-Sta-Bilt Construction,se,30622.24-Elgin Body & Glass,su,91.78

Payroll.1225.25

##### WATER:

ERPPD,se,909.77-Verizon Wireless,su,56.43-Great Plains Communications, se,44.97- One Call Concepts,se,7.74-US Post Office,su,157.44-NE Dept of Revenue,tax,51.12-Central Valley Ag,se,63.28-NE Public Health Lab,test,66.00-Taylor Hill Account,deposit,100.00-NE Water Resource Association,dues, 105.00-Durre Well Service,se,930.00-Municipal Supply,su,612.94-Don E. Poulsen,ex,22.77-Bomgaars,su, 7.96-Roxana Eicher,deposit,44.30-Roxana Eicher Account,deposit,55.70-GIS Workshop,se,12440.00

Payroll,2450.49

##### SEWER:

ERPPD,se,979.81-Great Plains Communications,se,49.11-Midwest Labs,Test,268.03-Dept of Revenue,tax, 24.22-One Call Concepts,se,7.74-US Post Office,su,83.33-Central Valley Ag,se,6.41-Bomgaars,su,56.98- Dakota Pump,se,845.00

Payroll,947.02

##### FIRE:

ERPPD,se,142.60-Great Plains Communications,se,55.89-APPEARA,su,42.99-Black Hills Energy,se, 29.03-Elgin Insurance Services,ins,2708.00-Protex Central,se,827.50

##### POLICE:

Antelope Co Sheriff,se,2,700.00

##### TRASH PICKUP/RECYCLING:

Bud's Sanitary Service,se,4725.00-Betty Moser,rent,100.00-US Post Office,su,83.33

##### POOL:

ERPPD,se,888.60-Black Hills Energy,se,1068.08-Great Plains Communications,se,61.95-  
In The Swim,su,340.97- Central Valley Ag,su,75.29-NE Dept. of Revenue,tax,190.96-Dean's Market,su,  
51.72-Eakes Office Solutions,su,319.68-Blackburn MFG,su,4.15-Dvorak Construction,se,1605.00-B & S  
Concrete, LLC,se,9040.00-RecSupply,se,117.21

Payroll,7346.11

PARK:

ERPPD,se,727.13-NE Dept of Revenue,tax,196.03-Arborview Farm,su,138.00-Flenniken Plumbing &  
Heating,se,216.00-Don's Electric,se,40.50

Payroll,278.22

LIBRARY:

ERPPD,se,95.93-Amazon,bks,353.86-Black Hills Energy,se,16.80-Great Plains Communications,se,  
118.43-Dianne Gunderson,su,32.20-Barbara Bode,su,20.16-FamilyCircle,bks,8.00

Payroll,1134.84

YOUTH:

ERPPD,se,122.59

POOL RENOVATION FUND:

Burbach Aquatics,se,216289.18-Mechanical Inc,se,18265.95-Waterloo,su,16495.41