

AGENDA  
REGULAR MEETING  
Tuesday, January 2, 2018  
7:30 p.m.

1. Call to order and announce the location of the Open Meetings Act
2. Approve the previous regular meeting minutes and Reorganizational meeting minutes
3. Discussion and action on Pool Sign
4. Discussion and action on Pool parking lot
5. Discussion and action on Proposed Walking Path
6. Discussion and action on Easement for water well
7. Discussion and action on Building Permits:
8. Maintenance Report:
9. Sheriff's Report:
10. Attorney's Report:
11. Trash/Recycling Report:
12. Treasurer's Report:
13. Transaction Report and Claims:
14. Councilman's Report:
15. Clerk's Report:
16. Adjournment

**Next Regular Meeting will be held on February 5, 2018 at 7:30 p.m.**

THE BOARD MAY ENTER INTO CLOSED SESSION TO DISCUSS ANY MATTER ON THIS AGENDA WHEN IT IS DETERMINED BY THE BOARD THAT IT IS CLEARLY NECESSARY FOR PROTECTION OF THE PUBLIC INTEREST OR THE PREVENTION OF NEEDLESS INJURY TO THE REPUTATION OF AN INDIVIDUAL AND IF SUCH AN INDIVIDUAL HAS NOT REQUESTED A PUBLIC MEETING, OR AS OTHERWISE ALLOWED BY LAW. ANY CLOSED SESSION SHALL BE LIMITED TO THE SUBJECT MATTER FOR WHICH THE CLOSED SESSION WAS CALLED. IF THE MOTION TO CLOSE PASSES, THE PRESIDING OFFICER IMMEDIATELY PRIOR TO THE CLOSED SESSION SHALL RESTATE ON THE RECORD THE LIMITATION OF THE SUBJECT MATTER OF THE CLOSED SESSION.

## January Meeting Minutes

The Elgin City Council met for a regular meeting on Tuesday, January 2, 2018, at the Elgin City Hall. The meeting was changed due to the New Year's Day holiday. Notice of said meeting had been posted at 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 present were Duane Miller, Mike Dvorak and Don Mackel. Councilman Jim Kittelson arrived at 7:35 p.m.

Also present was Don E. Poulsen and Vicki S. Miller

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

Councilman Dvorak presented a drawing of the proposed sign to be installed at the pool.

The flag base would be ground level and made of stamped concrete. The sign base would also be stamped concrete. The columns are 12 x 12 x 8 block with stone veneer. The total width is 16-17 inches.

The old Welcome to Elgin sign would be implemented into the new sign.

A motion to approve the proposed design, with the cost to be submitted at the February meeting, was made by Mackel. A second to the motion was made by Miller. All members voted aye and the motion carried.

Discussion was held on the parking lot at the pool and the cost of overlay the area like the camper pads at the campground which cost \$7,360.00. Mayor Schmitt will contact the company and get an estimated cost for the next meeting.

Mayor Schmitt explained the proposed walking path at Elgin Public Schools. The City will check into the available grants for walking paths.

Mayor Schmitt will keep the Council informed as more information is obtained.

The City Attorney has made the necessary corrections to the easement for the new water well property and has returned it to the City Engineer. The City Engineer will get Jerry Niewohner's signature and then return it to the City.

In the maintenance report, Poulsen stated that the measurements had been taken to get the 77 well ready for emergency filling, bypassing the system, but with the cold weather they may not be back right away.

Also during the power blink the other night it blew the breakers at the sewer plant and two of the beaters froze up. But nothing was ruin and they had gotten one unthawed today.

The tree dump has been burned. Poulsen stated he had never seen it burn so fast ever.

In the Sheriff's report, the hours spent in Elgin in October were 95 hours and 45 minutes and 7 911 calls. In November it was 112 hours and 2 minutes and 2 911 calls.

There was nothing to report in the trash/recycling report, attorney's report or Clerk's report.

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

City Clerk Miller stated that an additional claim of \$649.65 out of the general fund, for the annual Quickbooks payroll fee, to Vicki S. Miller needed to be added to the claims.

A motion was made by Mackel to pay the claims, the additional claim and the transaction report. A second to the motion was made by Dvorak. All members voted aye, with Kittelson abstaining on the claim to Kittelson Home Repair and Miller abstaining on the claims to Vicki S. Miller, and the motion passed. (CLAIMS)

In the Councilman's report, Mayor Schmitt informed the Council that fees to tap water and sewer lines may need to be increased.

The cost to tap water main is \$300.00 and the cost to tap the sewer main is \$250.00. The recent bill from Rutjen's was \$1330.00 to tap the water line.

Mayor Schmitt stated that everything is costing more and we may need to increase some fees even if we don't really want to do it.

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, February 5, 2018 at the Elgin City Hall at 7:30 p.m.

The meeting ended at 8:15 p.m.

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Mayor Mike Schmitt

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City Clerk Vicki S. Miller

#### CLAIMS

##### GENERAL:

ERPPD,se,87.90-Great Plains Communications,se,51.18- Fitzgerald, Vetter & Temple,se,350.00-Jeanette Meis,se,75.00-Prudential,retirement,635.52-US Treasury,tax,3362.86-Elgin Review,prnt,99.63-Dean's Market,su,207.98-APPEARA,su,44.16-Bank of Elgin,ins,2250.00-Black Hill Energy,se,192.26-IIMC, Dues,185.00-Neligh News & Leader,fee,500.00-Kittleson Home Repair,rprs,425.00-NE Dept of Revenue, Tax,868.86-V.Miller,su,649.65-Payroll,2221.10

SALES TAX:

Pool Fund: 2672.25

STREET:

ERPPD, se, 1166.95- Verizon Wireless, su,55.45-Elgin One Stop,su,215.37-Black Hills Energy,se,100.23-Home Town Station,su,135.12-Elgin Review,ad,36.00-Payroll,1220.02

WATER:

ERPPD,se,756.00-Verizon Wireless,su,55.46-Great Plains Communications, se,44.25- NE Health Lab,test,268.00-MunicipalSupply Inc,su,1777.76-CVA,su,58.47-Electrical Engineering,su,133.12-US Post Office,su,69.09-Dept of Revenue,tax,446.11-League Utilities Section,class,85.00-V.Miller,ex,11.77-Rutjen's Construction,se,1330.65-Elgin Review,su,49.50-Antelope County Clerk,se,20.00-GIS Workshop,se,14132.50-One Call Concepts,se,1.32-Payroll,2440.03

SEWER:

ERPPD,se,947.31-Great Plains Communications,se,48.39-One Call Concepts,se,1.32-Midwest Labs,Test,182.75-Dept of Revenue,tax,130.15-US Post Office,su,45.33-Payroll,935.20

FIRE:

ERPPD,se,131.15-Great Plains Communications,se,55.17-APPEARA,su,44.16-Black Hills nergy,se,336.19

POLICE:

Antelope Co Sheriff,se,2,700.00

TRASH PICKUP/RECYCLING:

Bud's Sanitary Service,se,4941.00-Betty Moser,rent,100.00-US Post Office,su,45.33

POOL:

ERPPD,se,32.06-Black Hills Energy,se,33.69-Christiansen Construction,se,15,000.00

PARK:

ERPPD,se,82.79-NE Dept of Revenue,tax,5.59-Payroll,284.81

LIBRARY:

ERPPD,se,61.68-Amazon,bks,371.75-Black Hills Energy,se,98.75-Great Plains Communications,se,107.57-Payroll,1134.84

YOUTH: