

AGENDA  
REGULAR MEETING  
February 4, 2019  
7:30 p.m.

1. Call to order and announce the location of the Open Meetings Act
2. Approve the previous Regular Meeting Minutes
3. Discussion and action on Beech Street Paving
4. Discussion and action on Advertising for summer help at pool and park
5. Discussion and action on Building Permits:
6. Maintenance Report:
7. Sheriff's Report:
8. Attorney's Report:
9. Trash/Recycling Report:
10. Treasurer's Report:
11. Transaction Report and Claims:
12. Councilman's Report:
13. Clerk's Report:
14. Adjournment

**Next Regular Meeting will be held on Monday, March 4, 2019 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.

# AGENDA

## One and Six Year Street Hearing

Monday, February 4, 2019

7:30 p.m.

1. Call to order and announce the location of the Open Meetings Act
2. Open the One and Six Year Street Hearing
  - A. Public Opinion
  - B. Council Discussion
  - C. Resolution 2019-1
  - D. Close the One and Six Year Street Hearing
3. Adjournment

## February Meeting Minutes

The Elgin City Council met for a regular meeting on Monday, February 4, 2019, at the Elgin City Hall. 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. Mayor Schmitt also opened the One and Six Year Street Hearing. Notice of said hearing had been published and also posted.

Councilmen present were Duane Miller, Mike Dvorak, Don Mackel and Jim Kittelson.

Staff present was Don E. Poulsen, Vicki S. Miller and City Engineer John A. Zwingman.

Sheriff Moore and Deputy Keetle arrived at 8:26 p.m.

A motion was made by Kittelson to approve the previous regular meeting minutes. A second to the motion was made by Miller. All members voted aye and the motion carried.

City Engineer John Zwingman informed the Council that the Beech Street paving plans are about 75% complete. John has turned the drainage calculations into the NDOR and he is waiting for them to approve the specifications.

Everything should be ready at the March meeting so the Council can approve the specifications and approve to go out for bids.

Zwingman asked for the Council's opinion regarding a dropped curb, so if CVA wanted to put an apron on they could, unless the Council had other suggestions.

Councilman Dvorak stated he felt a curb would just be a nuisance with all the trucks turning. Zwingman will talk to CVA about this also.

Discussion was held on Lynn Koinzan's water line, which runs from Highway 14 to his property. Poulsen suggested that it be a good time to replace the line. Zwingman will add this to the plans.

Zwingman explained meeting with NDOR concerning the water line project. Discussion was held regarding the curb and gutters to be done during the water line project and the Highway 14 project in 2020.

John is hoping to hear back from NDOR and hopes to have the specs and plans ready for the water line at the March meeting.

Discussion was held on advertising for an individual to mow and weed-eat this summer. The recommended age was also discussed. The Council asked the City Clerk to check into this and to check with our insurance agent.

Pool help will have the month of February to apply, with hiring done at the March meeting.

Hunter Reestman will be returning to work at the City office.

Discussion was held regarding training of a Deputy Clerk. No action was taken on this matter.

There were no building permits submitted for review.

In the maintenance report, Poulsen reported that the generator at the sewer plant was up and working, the repaired cutter was back and needs to be installed.

Also the fire siren at Pope John has been repaired and Poulsen wasn't sure if Bruce Clark had checked the fire siren by Hestekind's yet.

Discussion was held on the number of cars on the street after the recent snow storm.

In the Sheriff's report the hours for December were 69 hours and 58 minutes and there were 4 911 calls.

The totals for 2018 were 1203 hours and 34 minutes and 41 911 calls.

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

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

A motion was made by Dvorak to pay the claims and approve the transaction report. A second to the motion was made by Kittelson. All members voted aye, with Miller abstaining on all claims regarding the City Clerk, and the motion carried.  
(CLAIMS)

In the Councilman's report the old dump truck was discussed. Mayor Schmitt will talk to Robbie Evans about fixing it so it can be advertised for sale.

Councilman Miller asked Zwingman how much it would cost to install another section of pipe across the driveway at the County Barn, because it now runs to the driveway and then toward the building.

Zwingman stated he would look at it before he leaves tonight and then he'll be back up next Tuesday.

Mayor Schmitt asked Zwingman about the sidewalks along the box culvert on Myrtle Street. Zwingman stated they allowed 15 feet on both sides and they will be back to finish the project.

Discussion regarding the curb and gutters in the downtown area were further discussed. Zwingman stated that the City and the State were trying to come up with costs to help us pay for sidewalks, curbs and gutters. When the water line is installed 25%-30% of the sidewalks will be replaced.

The Council hoped that the property owners will be receptive to replace the rest of their sidewalks.

The Council decided to hold a public hearing at 7:00 p.m. on Monday, March 4, 2019 and to invite all the property owners in the downtown area to discuss the project with the City Engineer and the Council.

In the Clerk's report, Clerk Miller reported that the office would be closed February 18<sup>th</sup>, 19<sup>th</sup>, 20<sup>th</sup>, 21<sup>st</sup> and 22<sup>nd</sup>.

Also Clerk Miller will be attending a Risk Management Seminar on February 14, 2019.

City Engineer Zwingman presented and explained the One and Six Year Street Plan.

In the one year plan is the paving of Beech Street from 1<sup>st</sup> to 2<sup>nd</sup> Street and 1<sup>st</sup> Street from Beech to Maple.

In the six year plan is the sidewalk, curb and gutters on Highway 14 (2<sup>nd</sup> Street) from Cedar to Maple Streets, including Pine Street from 1<sup>st</sup> to 2<sup>nd</sup> Street.

The following have been in the six year plan for several years.

Included in the six year plan is the paving of 5<sup>th</sup> Street from Beech to Maple, Maple Street from 4<sup>th</sup> to 5<sup>th</sup>, Cedar from 4<sup>th</sup> to 5<sup>th</sup>, 5<sup>th</sup> Street from Cedar to Elm and 3<sup>rd</sup> Street from Elm to Cedar.

Drainage under Highway 14 between Remington and Elm Street, Remington from 2<sup>nd</sup> to 5<sup>th</sup>, Elm from 2<sup>nd</sup> to 4<sup>th</sup>, 3<sup>rd</sup> Street from North to Pine.

There was no public opinion either written or verbal.

Resolution 2019-1 was read by Councilman Dvorak, who moved to pass Resolution 2019-1, a resolution approving the One and Six Year Street Plan. A second to the motion was made by Miller. All members voted aye and the motion carried.

Discussion was held on the applications for payment to Rutjen's Construction for the Pine Street storm sewer, \$36,396.00 and the box culvert on Myrtle Street, \$20,097.25.

A motion was made by Miller to approve the application for payment. A second to the motion was made by Kittelson. All members voted aye and the motion carried.

Sheriff Moore introduced Deputy Shelby Keetle. Deputy Keetle is now living in Elgin.

There being no further business to before the Elgin City Council, Mayor Schmitt declared the meeting adjourned. The next regular meeting will be held at 7:30 p.m. on Monday, March 4, 2019 at the Elgin City Hall. The meeting ended at 8:35 p.m.

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Mayor Mike Schmitt

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City Clerk Vicki S. Miller

## CLAIMS

### GENERAL:

ERPPD,se,94.12-Great Plains Communications,se,52.21- Fitzgerald, Vetter & Temple,se,350.00- Prudential,retirement,667.04-US Treasury,tax,2561.32-Elgin Review,prnt,75.47-APPEARA,su,43.03-Bank of Elgin,ins,2250.00-Black Hill Energy,se,264.02-Dean's Market,su,27.01-B Reikofski,se,52.00-Eakes,su,28.56-NE Nebraska Clerks Asso,dues,20.00-IIMC,dues,170.00-Payroll,1854.69

### SALES TAX:

Pool Fund: 2392.77

### STREET:

ERPPD, se, 1193.56- Verizon Wireless, su,56.47-Elgin One Stop,su,377.94-Black Hills Energy,se,148.49- Home Town Station,su,135.47-Precision Repair,rprs,306.42-Dean's Market,su,23.10-ACES,se,1350.00- Payroll,1280.50

### WATER:

ERPPD,se,942.95-Verizon Wireless,su,56.47-Great Plains Communications, se,45.27-US Post Office, su,25.91-NE Dept of Revenue,tax,49.57-One Call Concepts,se,\$1.21-ACES,se,8000.00-D Poulsen,ex, 22.77-Returned Payment,199.00-Payroll,2560.98

### SEWER:

ERPPD,se,1180.57-Great Plains Communications,se,49.41-Midwest Labs,Test,182.75-Dept of Revenue, tax,16.01-One Call Concepts,se,\$1.21-DEQ,certification,150.00-Payroll,979.83

### FIRE:

ERPPD,se,145.63-Great Plains Communications,se,56.19-APPEARA,su,43.02-Black Hills Energy,se, 632.75-Northwest Electric,rprs,1793.31-Echo Electric,su,35.28-EVFD,allotment,2300.00

### POLICE:

Antelope Co Sheriff,se,2,700.00

### TRASH PICKUP/RECYCLING:

Bud's Sanitary Service,se,4752.00-Betty Moser,rent,100.00

### POOL:

ERPPD,se,51.20-Black Hills Energy,se,33.07-Bank of Elgin,loan,2227.79-NE Dept of Revenue,tax,17.86

### PARK:

ERPPD,se,233.96-NE Dept of Revenue,tax,52.31-Payroll,300.65

### LIBRARY:

ERPPD,se,67.81-Amazon,bks,36.74-Black Hills Energy,se,169.20-Great Plains Communications,se, 118.73-Elgin Review,su,35.00-Center Point,bks,189.00-B.Bode,bks,12.37-Payroll,1134.84

### YOUTH:

ERPPD,se,24.94

### SEWER REPLACEMENT FUND:

Iowa Pump Works,rprs,8077.42