

CITY OF CREIGHTON, NEBRASKA
MINUTES OF COUNCIL MEETING
Thursday, July 14, 2016

A regular meeting of the Mayor and Council of the City of Creighton, Nebraska was held in the meeting room of the Creighton City Offices at 809 Main Street in said City on the 14th day of July, 2016, at 6:30 p.m. Present were: Council members MaryAnne Block, Bob Jensen, Drew Nelson, Mike Nutting; Deputy Clerk Ronda York; Economic Development Director (ED) Abigail Frank; Police Chief Mark Duncan; Police Officer Tiffany McLean; Water Commissioner Kevin Sonnichsen and City Attorney Joe McNally. Absent: Mayor Chris Patrick

Notice of the meeting was given in advance thereof by posting in at least three public places, as shown by the certificate of posting notice attached to these minutes. Notice of the meeting was given to all members of the City Council, and a copy of their acknowledgment of receipt of notice and the agenda is attached to these minutes. Mayor was given notice before the meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

The meeting was called to order by Council President Drew Nelson at 6:30 p.m. Council President Nelson presided, and Deputy Clerk York recorded the proceedings.

The Pledge of Allegiance was recited by those in attendance.

Council President Nelson publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act was available for review and indicated that a Nebraska Open Meetings Act poster was on display on the west wall of the meeting room.

Council President Nelson asked if there were any public comments on items not on the agenda. There were no public comments.

Council President Nelson recommended the appointment of Kathy Rice to the Tree Board. Rice will be replacing John Thomason who has stepped down from the Tree Board. There was a short discussion.

Jensen made a motion, seconded by Block, to approve Council President Nelson's appointment of Kathy Rice to the Tree Board. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

Council President Nelson asked if any boards had reports.

Jan Jorgensen gave a Tree Board Report. Jorgensen advised John Thomason was thanked for him time donated to the Tree Board.

Carol Clarkson gave a library report.

ED Director Abigail Frank gave Park Board Report. Frank advised the pool will be closing August 14, 2016.

ED Director Abigail Frank gave ED Report. Frank explained there will be a DTR Special Meeting July 28, 2016 at 12:00 p.m. at the City Hall.

Jensen made a motion seconded by Block to approve the minutes from the June 9, 2016 Regular Meeting. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

There was a short discussion on additional bills paid since June 9, 2016. Questions were asked and answered reference bills.

Block made a motion seconded by Nutting to approve additional bills paid since June 9, 2016. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

Jensen made a motion seconded by Block to approve bills for July 2016. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

Jensen made a motion seconded by Nutting to approve all expenditures for June 2016. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

Block made a motion seconded by Nutting to approve receipts for June 2016. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

Discussion was held reference placing City-owned property located at 704 Young Street up for bid. York read estimates of value from local realtors. Questions were asked and answered.

Jensen made a motion seconded by Block to place City-owned property located at 704 Young Street up for bid with a minimum bid of \$3,500.00. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

Attorney McNally will write-up bid notice.

Chief Duncan explained that the owner of 1203 Clark Avenue nuisance property wants to turn the deed over to the City. Duncan advised that the owner does not have money to take care of the property as required by the City. The owner plans on being in Creighton in or about August 3, 2016. A long discussion was held were questions were asked and answered.

Nutting made a motion seconded by Jensen to accept deed for 1203 Clark Avenue from owner. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

McNally read the first reading of Ordinance 793 Elimination of Standing Committees by title. McNally explained what the ordinance pertained to. Questions were asked and answered.

Jensen made a motion seconded by Nutting to waive the three readings of Ordinance 793 Elimination of Standing Committees. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

Block made a motion seconded by Jensen to approve Ordinance 793 Elimination of Standing Committees. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

Council President Nelson opened public hearing for public comment on CDBG 15-PW-006 at 7:09 p.m. The meeting was then turned over to Lowell Schroeder, Community Planner with Northeast Nebraska Economic Development District. Schroeder gave information on the DTR grant and explained where we are in the process. Many questions were asked by council and people in the audience. Schroeder and Frank answered the questions.

At 7:31 p.m. Block made a motion seconded by Jensen to closed public hearing for public comment on CDBG 15-PW-006. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

Council President Nelson closed public hearing for public comment on CDBG 15-PW-006 at 7:31 p.m.

Council President Nelson opened public hearing on application for CDBG Downtown Revitalization (DTR) Phase 2 at 7:32 p.m. The meeting was once again turned over to Lowell Schroeder, Community Planner with Northeast Nebraska Economic Development District. Schroeder explained in detail about DTR Phase 2. Questions were asked and answered.

At 7:40 p.m. Block made a motion seconded by Jensen to closed public hearing on application for CDBG Downtown Revitalization (DTR) Phase 2. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

Council President Nelson advised that Lisa R. Parnell-Rowe has submitted her resignation. Her last day at work was July 12, 2016. There was a short discussion.

Jensen made a motion seconded by Block to accept Lisa R. Parnell-Rowe resignation. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

Council President Nelson advised that Lisa R. Parnell-Rowe has offered to help with transitional training beyond her resignation date at hourly wage and mileage (if applicable). A long discussion was held were questions were asked and answered.

Jensen made a motion seconded by Nutting to accept Lisa R. Parnell-Rowe offer to help with transitional training beyond her resignation date at her current hourly wage plus mileage (if applicable) on an emergency basis. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

Block suggested moving consideration on Deputy Clark Ronda York to the end of the meeting as will need to go into executive session. McNally agreed and advised no motion would be needed for this.

Council President Nelson then advised we move onto to 11.C. Nelson turned the meeting over to Schroeder. Schroeder explained about the authorized signature request for Miller and Associates DTR Payment. Questions were asked and answered. Schroeder further explained York can sign paperwork in the absence of an ACT.

Jensen made a motion seconded by Nutting to approve authorized signature request for Miller and Associates DTR payment. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

After a short discussion is was decided to skip to 11.F. so Schroeder wouldn't have to stay till the end of the meeting and it pertained to him. Schroeder explained Resolution 2016-4 Authorizing Grant Application for CDBG Funds. Questions were asked and answered.

Block made a motion seconded by Nutting to approve Resolution 2016-4 Authorizing Grant Application for CDBG Funds. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

Discussion was held on considering using Jensen and Hoferer Trust Fund interest for purchase of VFW Pole and flag and replace welcome flags and poles as beautification of the City. Questions were asked and answered.

Block made a motion seconded by Jensen to approve using Jensen and Hoferer Trust Fund interest for purchase of VFW Pole and flag. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

Jensen made a motion seconded by Block to approve using Jensen and Hoferer Trust Fund interest for purchase of new poles and welcome flags for Main Street. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

Sommichsen was advised to purchase 18 poles like the ones we currently have for the American Flags and purchase 18 welcome flags.

Discussed bids received for 2016 Armor Coat. Miller and Associates submitted the bids they had received. Figgins Construction of Red Cloud, NE bid Schedule A at \$54,000.00. Figgins did not bid Schedule B. Topkote of Yankton, SD bid Schedule A at \$64,550.00 and Schedule B at \$ 64,550.00. Tri-State Paving of Wood River, NE bid Schedule A at \$ 74,500.00 and Schedule B at \$73,500.00. It is Miller and Associates recommendation that the contract be awarded to Figgins Construction co., Inc for Bid Schedule A in the amount of \$54,000.00. Questions were asked and answered.

Block made a motion seconded by Nutting to accept Figgins Construction Co., Inc for Bid Schedule A in the amount of \$54,000.00. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

Council considered hiring Gina Shefl of Professional Accounting Solutions for interim budget, payroll and bank reconciliation functions. Questions were asked and answered. It was decided Shefl would need to come to the City offices to do payroll and other accounting functions so all information would be in our software system.

Jensen made a motion seconded by Block to hire Gina Shefl of Professional Accounting Solutions for interim budget, payroll and bank reconciliation functions based on the bid provided via email to the City. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

Resolution 2016-5 for 2016-2017 Airport Authority Bond Distribution was discussed. Question were asked and answered.

Block made a motion seconded by Jensen to approve Resolution 2016-5 for 2016-2017 Airport Authority Bond Distribution. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

Chief Duncan explained the situation at 802 Main Street were the back wall fell off the building. Duncan and Sommichsen explained that people are not allowed in the building as it is unstable. Duncan further explained that the owners are having a structural engineer come and inspect the building to see what needs to be done. The engineer will be here July 21, 2016. There was a long discussion where question were asked and answered.

Jensen made a motion seconded by Block to table notice to demolish building at 802 Main Street until July 21, 2016 after the structural engineer evaluates the building. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

Chief Mark Duncan and Officer McLean each gave a Creighton Police Report.

Council Member Block gave a council report.

At 8:24 p.m. Nelson made a motion seconded by Block to go into executive session to discuss personnel. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

York was allowed to stay the rest of audience was asked to leave.

At 8:50 p.m. Jensen advised executive session was over and invited everyone back in to the meeting room.

At 8:50 p.m. Jensen made a motion seconded by Nelson to come out of executive session to discuss

personnel. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

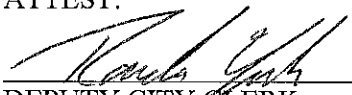
Jensen made a motion seconded by Block to grant Deputy Clerk York a wage increase to \$18.00 per hour plus overtime if applicable during the interim until a new ACT can be hired. RCV; Ayes: Block, Jensen, Nelson, Nutting. Nays: None.

Nelson advised York will be in charge of accounts payable to be sure City's bills get paid along with her current duties. McNally advised no title change would be needed and the Mayor will monitor overtime.

All business complete, Block made a motion to adjourn. Jensen seconded the motion. All were in favor. Council adjourned at 8:53 p.m. Meeting of this date was held pursuant to published notice in the Creighton News, Creighton, Nebraska. The next regular meeting of the Mayor and Council will be held on Thursday, August 11, 2016 in the meeting room of the Creighton City Offices at 809 Main Street, Creighton, Nebraska at 6:30 p.m.


MAYOR

ATTEST:


DEPUTY CITY CLERK
(SEAL)

