

City of Ogallala

411 East 2nd Street
Ogallala, NE 69153
Phone 308-284-6001
City Fax 308-284-6565



MEMORANDUM

DATE: August 23, 2013
TO: Ogallala City Council
CC: Mike McQuillan, City Attorney; Jane Skinner, City Clerk
FROM: Aaron Smith, City Manager
RE: Briefing for Regular Council Meeting of: August 27, 2013

1. **Roll call of Members. (Verification of Notice to call meeting to Order).**
2. **Consent Agenda:**
 - A. **Minutes of the Special Meeting held August 20, 2013.**
 - B. **Claims.**
 - C. **Renewal of Right of Way Contractor Licenses:**
 - 1) **Morgan McClure.**

The consent agenda lists routine non-controversial items collectively approved by the Council with no discussion and one motion.

Any Member of the Council or Public in attendance may remove any item from the consent agenda and have the agenda item placed on the regular agenda.

When approving all items without discussion:

Recommended motion:

"Move to approve the consent agenda."

After the motion receives a second, the vote is called for.

After the vote, the Council President declares:

"Motion carried." Or; "Motion failed."

Any agenda items removed from the consent agenda may be handled at this time.

3. **Public Hearing:**
4. **Public Forum:**
 - A. **Tri-Ogallala appreciation of support (Monte Doeckal and Maggie O'Neil).**

Monte and Maggie would like to address the council regarding the recent Tri-Ogallala triathlon.

B. Waive Fee on Picnic Tables – Indian Summer Rendezvous (Bob Collins, Lori Wortman).

The fee for aluminum picnic tables is \$15 a table if the city crew transports the tables to a non-park facility. The Indian Summer Rendezvous Committee is requesting the fee be waived for this event. In 2011, The City Council waived the fee for the activity.

Recommended motion:

“Move to approve the request to waive the fee for picnic tables for the Indian Summer Rendezvous.”

After the motion receives a second, the vote is called for.

After the vote, the Council President declares:

“Motion carried.” Or; “Motion failed.”

5. Report of City Clerk-Treasurer:

A. Minutes of the Regular Meeting held August 13, 2013.

Councilman Block was absent from the August 13, 2013 and may abstain from voting.

Recommended motion:

“Move to approve the minutes of the regular meeting held on August 13, 2013”

the motion receives a second, the vote is called for.

After the vote, the Council President declares:

“Motion carried.” Or; “Motion failed.”

B. Claim – Rankin Sales and Service.

Due to Councilman Rankin’s conflict of interest regarding Rankin Sales & Service, the claim payable to Rankin Sales & Service has been separated from the rest of the claims for approval.

Recommended motion:

“Move to approve the claims payable to Rankin Sales & Service in the amount of \$697.26.”

C. Claim – West Central Nebraska Development District.

Due to Councilman Elmshaeuser’s previously declared conflict of interest regarding West Central Nebraska Development District, the claims payable to WCNDD have been separated from the rest of the claims for approval.

Recommended motion:

“Move to approve the claim payable to West Central Nebraska Development District in the amount of \$97.50.”

6. Recommendations of Departments, Boards and Committees:

A. Administration – Community Redevelopment Authority - Final Levy Allocation. (Res. 1399).

This resolution establishes the CRA’s levy amount for the next budget year. This year’s request is \$56,000. Given the increase in assessed valuation, this means the CRA’s levy will be lower than last budget year.

Recommended motion (by resolution):

“I would introduce Resolution 1399 and move for its adoption.”

The Council President then reads the resolution by title:

“A resolution determining final levy allocation for the Ogallala Community Development Authority.”

The Council President asks:

“Is there a second?”

After the second the Council President calls for the vote.

After the vote the Council President declares:

“Resolution 1399 is adopted.”

B. Administration – Job Title Salary Range (Res. 1400).

The resolution will eliminate the position of Economic Development Coordinator from the list of authorized city positions. This is effective on September 1, 2013, which coincides with the start date of the KCAD/City of Ogallala/Keith County agreement for economic development services.

Recommended motion (by resolution):

“I would introduce Resolution 1400 and move for its adoption.”

The Council President then reads the resolution by title:

“A resolution amending the City of Ogallala Job Title – Salary Range Table.”

The Council President asks:

“Is there a second?”

After the second the Council President calls for the vote.

After the vote the Council President declares:

“Resolution 1400 is adopted.”

Or;

“Resolution 1400 has failed.”

C. Community Development – Economic Development Update (Travis Haggard).

1) Update of move to Keith County Area Development.

Travis will update the council on recent economic development activities.

D. O.V.F.D. – Specifications, advertising and bid opening dates for replacement pumper truck.

The fire chief would like to begin the process of bidding for the purchase of a pumper truck, which is currently in the fiscal year 2013-14 budget. The specifications are not included in your packet, but I hope to have them submitted to you via e-mail before the close of the weekend.

Recommended motion:

“Move to approve the specifications, advertising and bid opening dates for a replacement pumper truck.”

After the motion receives a second, the vote is called for.

After the vote, the Council President declares:

“Motion carried.” Or; *“Motion failed.”*

E. Street – Specifications, advertising and bid opening dates for Ogallala Paving Improvements 2013.

This is the project we have been working with Matt Rief of Olsson Associates on the East 2nd Street Improvements and the East A Street South Improvements. Matt Rief will be in attendance to answer any questions you may have on the project.

Recommended motion:

“Move to approve the specifications, advertising and bid opening dates for Ogallala Paving Improvements 2013.”

After the motion receives a second, the vote is called for.

After the vote, the Council President declares:

“Motion carried.” Or; *“Motion failed.”*

F. Fiscal Year 2013-14 Budget.

Jane and I will discuss the finalization of the fiscal year 2013-14 budget.

7. Report of City Attorney:

8. Report of City Manager:

A. Update on New City Manager Activities.

I would like to give the council an update on events since beginning employment as City Manager.

9. Report of City Council members:

- A. **Board of Health – Pete Peterson.**
- B. **Chamber of Commerce – Kevin Block.**
- C. **Keep Keith County Beautiful – Buck Bassett.**
- D. **Keith County Area Development – Karl Elmshaeuser.**
- E. **Kenfield Petrified Wood Gallery – Rodger Rankin.**
- F. **Library Board – Kevin Block.**
- G. **Ogallala Community Hospital Advisory Board – Karl Elmshaeuser.**

This is your opportunity to update the other Council Members and members of the public on what is happening on the boards you are serving on.

10. Closed session:

11. Adjourn.