

City of Ogallala

411 East 2nd Street
Ogallala, NE 69153
Phone 308-284-3607
City Fax 308-284-6565



MEMORANDUM

DATE: December 19, 2014
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: December 23, 2014

1. **Roll call of Members. (Verification of Notice to call meeting to Order).**

2. **Organization of City Council.**

A. Council Representative / Liaison Appointments:

- 1) Board of Health (Council President)
- 2) Chamber of Commerce
- 3) Keep Keith County Beautiful
- 4) Keith County Area Development
- 5) Kenfield Petrified Wood Gallery
- 6) Library Board
- 7) Ogallala Community Hospital Advisory Board.
- 8) West Central Development District (1 + Alternate).

These positions are Council Representative/Liaison appointments generally held by a Council member or representative of the Council for an indefinite term. The only statutory board requiring appointment is the Board of Health. All other board positions are optional.

The only board appointment that must be held by a Council member is the Chairman of the Board of Health.

The Council can discuss and deal with each board individually or offer a "slate" of appointments for all the board positions and approve them all with one vote.

If you decide to handle each board appointment separately the format of the motion would be:

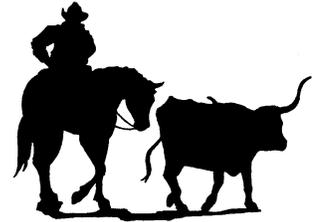
"Move to approve the appointment of (NAME(S)) to the (NAME OF THE BOARD)."

The motion is then seconded and voted on.



City of Ogallala

411 East 2nd Street
Ogallala, NE 69153
Phone 308-284-3607
City Fax 308-284-6565



Since all the appointments are Council members or Council representatives, I would recommend developing a slate of appointments.

If you decide to handle all (or some) board appointments collectively, Jane would prepare a slate of names from the Council discussion and present it for approval.

The motion would be:

“Move to approve the slate of appointments as presented.”

The motion is then seconded and voted on.

3. Consent Agenda:

- A. Minutes of the Special Meeting held December 18, 2014.
- B. Claims.
- C. O.V.F.D. – Resignation of Nicholas Fix.
- D. Appointment to Board – Board of Health (3).
 - 1) Mary Lou Heelan – One Year Term (1-1-15 – 12-31-15).
- E. Appointment to Board - Housing Authority (1).
 - 1) Carol Vasa – Five Year Term (1-1-15 – 12-31-19).
- F. Appointment to Board – RSVP Advisory Board (3).
 - 1) Mary Cone – Three Year Term (1-1-15 – 12-31-17).
 - 2) Carol Maxson - Three Year Term (1-1-15 – 12-31-17).
 - 3) Gail Schreiter – Three Year Term (1-1-15 – 12-31-17).
- G. Appointment to Board – Tree Board (3).
 - 1) Andrew Krab – Three Year Term (1-1-15 – 12-31-17).
- H. Appointment to Board – Planning Commission (3).
 - 1) Clyde Bryant - Three Year Term (1-1-15 – 12-31-17).
 - 2) Doug Davis – Three Year Term (1-1-15 – 12-31-17).
- I. Appointment to Board – Youth Committee (1).
 - 1) Jo Brown – Five Year Term (1-1-15 – 12-31-19).

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

The Council may discuss and vote on any individual item by removing it from the consent agenda. In addition, any person in attendance may request that an item be removed.

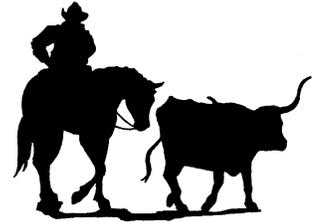
Recommended motion:

“Move to approve the consent agenda.”



City of Ogallala

411 East 2nd Street
Ogallala, NE 69153
Phone 308-284-3607
City Fax 308-284-6565



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

After the vote, the Council President declares:

“Motion carried.”

Or;

“Motion failed”

4. Public Hearing:

5. Public Forum:

A. Thomas Hudiburgh – Recognition of 10 Years of Service.

6. Report of City Clerk-Treasurer:

A. Minutes of the Regular Meeting held December 9, 2014.

Karl and Kevin were absent from this meeting and may abstain from voting.

Recommended motion:

“Move to approve the minutes of the regular meeting held December 9th, 2014.”

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

After the vote, the Council President declares:

“Motion carried.”

Or;

“Motion failed”

7. Recommendations of Departments, Boards and Committees:

A. Planning & Zoning – Recommendation from the Planning Commission regarding amendments to Ogallala zoning code, Chapter 44. (Ord. 1332).

Ken will be at this meeting to go over the specifics. In addition he has provided information in your packet for review.

The public hearing related to this item was held on December 5th. The Ordinance was also introduced at this meeting as well.

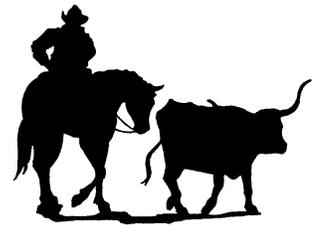
I recommend two more readings

There is no motion or vote. The Council President reads the ordinance by title.



City of Ogallala

411 East 2nd Street
Ogallala, NE 69153
Phone 308-284-3607
City Fax 308-284-6565



“An ordinance amending section 44 of the Ogallala municipal code governing accessory structures.”

There is no motion, second or vote.

After the reading, the Council President declares;

“Ordinance 1332 has been read for the second time.”

B. Planning & Zoning – Update to the Comprehensive Plan-Energy Element.

Several months ago I was made aware that the state would require an Energy Element into the current City of Ogallala Comprehensive Plan. This was set out in LB997 and Nebraska Reissue Revised Statutes 15-1102, 19-903, and 23-114.02. And, that this would need to be adopted by January 1, 2015.

I approached West Central Nebraska Development District about writing this element of the Comprehensive Plan. The Plan is in the packet for your review and consideration.

Recommended motion:

“Move to adopt the Energy Element into the current City of Ogallala Comprehensive Plan, per regulations set forth in LB997 and Nebraska Reissue Revised Statutes 15-1102, 19-903, and 23-114.02, which require the same to be adopted by January 1, 2015.”

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

After the vote, the Council President declares:

“Motion carried.”

Or;

“Motion failed”

C. Police – Specifications and advertising for 2015 Police Pickup.

Chief Kling has provided the specifications in your packet for your review.

Recommended motion:

“Move to approve the specifications and advertising for the 2015 budgeted, Police Pickup.”

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

After the vote, the Council President declares:

“Motion carried.”

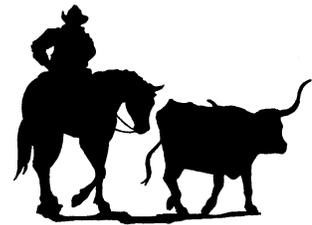
Or;

“Motion failed”



City of Ogallala

411 East 2nd Street
Ogallala, NE 69153
Phone 308-284-3607
City Fax 308-284-6565



D. Street – Maintenance Number 43 - 2015.

Mike will give an overview of the Contract.

The current agreement has been in place since 2012. This Agreement renewal is an annual renewal that pays the city \$16,796 for surface maintenance to state highways within the corporate limits.

Recommended Motion:

“Move to approve the agreement renewal for maintenance agreement No. 43 and authorize the Council President sign the agreement.”

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 – Ogallala Paving Improvements 2013 – (2nd Street Project) – Project Update.

Jeff Palik with Olsson and Associates will be in attendance to give an update on the project.

No Action Required

F. Street – Ogallala Paving Improvements 2013 – (2nd Street Project) – Change Order #1.

This change order is for additional sidewalk, curb and gutter work on the 2nd Street Project.

Recommended Motion:

“Move to approve the change order in the amount of \$4,621.17 to Paulson Inc.”

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

After the vote, the Council President declares:

“Motion carried.”

Or;

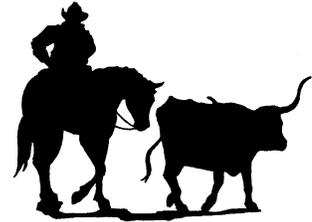
“Motion failed”

G. Street – NE Highway 61, Pony Express Land & Oregon trail Drive - (Walmart Offsite Improvements Project) – Project Update.



City of Ogallala

411 East 2nd Street
Ogallala, NE 69153
Phone 308-284-3607
City Fax 308-284-6565



Jeff Palik with Olsson and Associates will be in attendance to give an update on the project.

No Action Required

- H. Street – NE Highway 61, Pony Express Land & Oregon trail Drive - (Walmart Offsite Improvements Project) – Liquidated Damages.

As you know the contract between the City and Cement Products Inc. stipulates that the work was to be substantially completed by October 1, 2014. Failure to do so entitles the city to \$1,500 a day for each day that expired after October 1.

The contractor met the substantial completion date on Friday October 24th (23 days X \$1,500 a day is \$36,000.00)

This contract is in your packet for your review as well as a letter from the contractor.

Recommended Motion:

“Move to assess (INSERT \$ AMOUNT HERE) in liquidated damages to Cement Products Inc. as allowed by the construction contract between the City of Ogallala and Cement Products Inc. dated April 22, 2014.”

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

After the vote, the Council President declares:

“Motion carried.”

Or;

“Motion failed”

- I. Street – NE Highway 61, Pony Express Land & Oregon trail Drive - (Walmart Offsite Improvements Project) – Letter Agreement Amendment #2 (Olsson Associates).

This letter of agreement is an amendment to the current letter of agreement dated January 22 2014. This is related to the Hwy 61, Pony Express Lane and Oregon Trail Drive paving project.

This amendment covers the additional engineering services we require due to the project not being completed on time. These cost (per this agreement) would not exceed \$4,800

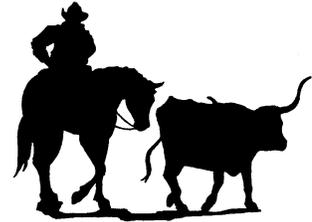
Recommended Motion:

“Move to approve the Letter Agreement Amendment #2 with Olsson Associates and authorize the Council President to sign the agreement.”



City of Ogallala

411 East 2nd Street
Ogallala, NE 69153
Phone 308-284-3607
City Fax 308-284-6565



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

After the vote, the Council President declares:

“Motion carried.”

Or;

“Motion failed”

8. Report of City Attorney:

9. Report of City Manager:

10. 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.
- H. City Council Member/County Commissioner Meeting/School Board.
- I. Library Facilities Committee.

11. Closed session:

12. Adjourn.

