City of Ogallala

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

MEMORANDUM

DATE: **July 10, 2015**
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: July 14, 2015**

1. **Roll call of Members. (Verification of Notice to call meeting to Order).**
2. **Consent Agenda:**

A. Minutes of the Regular Meeting held June 23, 2015.
B. Minutes of the Special Meeting held June 25, 2015.
C. O.V.F.D. – Probationary Membership of Jennifer Eckmann.
D. Master Plumber License Bond – Frank King – King's Plumbing.
E. Renewal of Appliance Installer Licenses:
   1) Dwayne Orth
   2) Paul Ruhlman
F. Renewal of Gas Fitters Licenses:
   1) Todd Bissell
   2) David Norman
   3) David Richter
   4) Dell Simmerman
G. Renewal of Master Plumber Licenses:
   1) Bob Charron
   2) Kevin Foley
   3) Dan Heble
   4) William McMillan
   5) Charles Morland
   6) Joe Vas Jr.
   7) Steve Wintholz
H. Renewal of Journeyman Plumber Licenses:
   1) Harold Beckius
   2) Troy Brown
   3) Erin Gilchriest
   4) Tod Kimberling
   5) Kurt Morland
   6) Paul Morland
I. Renewal of Right of Way Contractor Licenses:

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1) Chad Baney
2) Jason Carter
3) Scott England
4) Rodger Frosh
5) William McMillan
6) Renee Peterson
7) John Stulich
8) Charlie Votapka

J. Renewal of Sewer Contractor License:
1) Scott England

K. Renewal of Mobile Home Park Licenses:
1) Donald or Cleo Crum dba Crum Court
2) Tim Miller dba L & L Trailer Court MHP
3) Richard Piper dba Stewart Trailer Court MHP

L. Application for Mobile Home Park License:
1) Andrew Houze dba AWH Ventures LLC (Ogallala Estates).

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

After the vote, the Council President declares:
"Motion carried."
Or;
"Motion failed."

3. Public Hearing:

A. Administration – Class C Liquor License – Silverchair LLC DBA 1 Eleven Lounge located at 111 East 1 Street.

The Public Hearing should be opened by stating the topic and time. Action item under (5. A)

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4. Public Forum:

A. Park Hours (Jeremy Smith).

I believe Mr. Smith would like the Council to consider extending the park hours. Perhaps just for the areas that are illuminated such as the new court at Collister Park. Currently or parks are generally closed from 10:00PM to 5:00AM.

5. Report of City Clerk-Treasurer:

A. Administration – Class C Liquor License – Silverchair LLC DBA 1 Eleven Lounge located at 111 East 1 Street.

The public hearing related to this item should be closed before action is taken.

Recommended Motion:
"Move that the Class C Liquor License in connection with Silverchair LLC DBA 1 Eleven Lounge located at 111 East 1 Street be approved by the Nebraska Liquor Control Commission."

After the motion receives a second, the vote is called for.
After the vote, the Council President declares:
"Motion carried."
Or;
"Motion failed."

B. Administration – Corporate Manager License for Timothy J. McMillan in connection with the Class C Liquor License for Silverchair LLC DBA 1 Eleven Lounge located at 111 East 1 Street.

Recommended Motion:
"Move that the Corporate Manager License for Timothy J. McMillan in connection with Silverchair LLC DBA 1 Eleven Lounge located at 111 East 1 Street be approved by the Nebraska Liquor Control Commission."

After the motion receives a second, the vote is called for.
After the vote, the Council President declares:
"Motion carried."
Or;
"Motion failed."

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C. Financial Report – June 2015.

Jane will present the June 2015 Financial Report. (No Action Required)

6. Recommendations of Departments, Boards and Committees:

A. Airport – Beacon, Wind Cone, Electrical Vault (Project 3-31-0061-010) – Approval and acceptance of completed job.

This action is needed to accept the job as completed.

Recommended Motion:
"Move to approve the Airport – Beacon, Wind Cone, Electrical Vault (Project 3-31-0061-010) as a completed job."

After the motion receives a second, the vote is called for.
After the vote, the Council President declares:
"***Motion carried."***
Or;
"Motion failed."

B. Airport – Beacon, Wind Cone, Electrical Vault (Project 3-31-0061-010) – Pay Request Number 4 (final).

This action is required to make final payment for the completed project. The total contract was for $194,051.05 the total for this project comes to $194,037.30

Recommended Motion:
"Move to approve the final pay request in the amount of $14,000 to IES Commercial Inc. and authorize the Council President to sign the request."

After the motion receives a second, the vote is called for.
After the vote, the Council President declares:
"***Motion carried."***
Or;
"Motion failed."

C. Library – Creation of Library Building Advisory Committee (Res. 1451).

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This resolution would create the "Library Advisory Committee". Its purpose is to help facilitate the design, function, and construction of the new proposed library facility.

Recommended motion (by resolution):
"I would introduce Resolution 1451 and move for its adoption."

The Council President then reads the resolution by title:
"A resolution creating a library building advisory committee in the City of Ogallala, Nebraska."

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 1451 is adopted."
Or:
"Resolution 1451 has failed."

D. Library – Appointment to Board – Library Building Advisory Committee (7).
1) Aaron Smith – City Representative.
2) Kendra Caskey – Library Representative
3) Elise Lockhart – Library Foundation Representative.
4) Michael Tuttle – Library Board of Trustees Representative.
5) Jeff Headley – Library Facilities Committee Representative.
6) Nancy Armstrong – Friends of the Library Representative.
7) Jeff Armour – Keith County Commissioner Representative.

The list of names (Above) have been submitted to serve on the Library Building Advisory Committee.

Recommended Motion:
"Move to approve the list of representatives to the Library Building Advisory Committee, as presented."

After the motion receives a second, the vote is called for.
After the vote, the Council President declares:
"***Motion carried."***
Or;
"Motion failed."

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E. Library – Agreement with Library Foundation regarding funding for asbestos abatement and demolition of proposed Library site (Progress School).

As you know we have discussed an arrangement in which the Library foundation would transfer funds to the City in order to cover the cost of asbestos removal and demolition of the Progress Elementary Site, which is intend to be the home of the new Ogallala Public Library. This contract solidifies this arrangement. In actuality this would be an agreement with the Nebraska Community Foundation who would be acting on behalf of an affiliate fund of the Keith County Community Foundation Fund.

The agreement has been added to the packet for your review. In short they would agree to pay for up to $190,000 toward demo and asbestos removal, and the City would agree to pay that money back if the library was not completed in 10 years or if we decided to move to a different site.

Recommended motion:
"Move to approve the agreement with the Nebraska Community Foundation regarding funding for asbestos abatement and demolition of proposed Library site (Progress School) and authorize the Council President to sign the agreement, should further changes be required authorize the City Manager to approve the changes and authorize the Council President to sign the same."

After the motion receives a second, the vote is called for.
After the vote, the Council President declares:
"Motion carried."
Or;
"Motion failed."

F. Planning and Zoning – Request for parking lot improvements on Lot 3 of Plunkett Original Addition Replat # 1, A replat of Lots 3, 4, 5, Plunkett Original Addition - (Wal-Mart).

As you know Wal-Mart is requesting to install a gravel lot and drive. Code says that when an improvement is made that they would have to improve the road and utilities.

They are asking that this requirement be waived. Since our last meeting we have installed no truck parking/access signs on Pony Express and Oregon Trail. This does appear to be working.

Recommended motion:

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City of Ogallala

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"Move to (allow or disallow) the request for Wal-Mart to construct temporary parking lot improvements to Lot 3 of Plunkett Original Addition Replat # 1, a Replat of Lots 3, 4, 5, Plunkett Original Addition and construct temporary ingress and egress improvements to City right-of-way adjacent thereto provided said improvements are maintained solely by Wal-Mart. "Temporary" meaning not to exceed two years after construction is completed."

After the motion receives a second, the vote is called for.
After the vote, the Council President declares:
"Motion carried."
Or;
"Motion failed."

G. Public Transportation – Substance Abuse Policy.

This new substance abuse policy is a requirement of the FTA (Federal Transit Authority) and NDOR. Our current policy does not meet federal requirements.

This policy is required to be approved by Council and in required in order for us to maintain our funding.

Recommended motion:
"Move to adopt the Ogallala Public Transportation Substance Abuse Policy."

After the motion receives a second, the vote is called for.
After the vote, the Council President declares:
"Motion carried."
Or;
"Motion failed."

H. Street – Purchase of Ice Slicer.

As you know the City uses Ice Slicer to help with winter driving. This material cost us about $50,000 a year. Although this year we spent $45,765. If we order at this time we can save about $2,000. The bill would not be due until next fiscal year but by ordering now the city would be obligated to an expenditure that was not approved in the budget process for the next fiscal year.

I believe I need council's approval to obligate funds in a future budget year. Richard would like to order approximately $40,000 in product.

Recommended motion:
"Move to approve the purchase of Ice Slicer."

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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 – Interlocal Agreement with Brule for Mosquito Spraying.

The Village of Brule would like to enter into an interlocal agreement that would allow us to spray for mosquitos in their community. This would take about 2 hours from the time the truck left the Street Shop to the time it arrived back.

I personally don't have an issue as long as the City of Ogallala is compensated for equipment, overtime, and chemical. In addition, I believe Brule should be responsible for the legal fees associated with crafting the interlocal agreement.

I don't believe action is required at this meeting rather administration just needs a general consensus that would allow us to move in this direction.

7. **Report of City Attorney:**
8. **Report of City Manager:**
9. **Adjourn.**

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