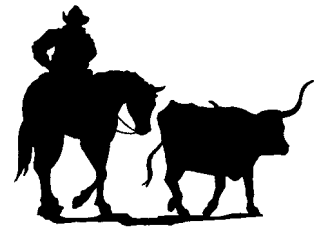


# City of Ogallala

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## MEMORANDUM

**DATE:** February 8, 2019  
**TO:** Ogallala City Council  
**CC:** Mike McQuillan, City Attorney; Jane Skinner, City Clerk  
**FROM:** Bruce Smith, City Manager  
**RE:** Briefing for Regular Council Meeting of: February 12, 2019

1. Roll call of Members. (Verification of Notice to call meeting to Order).
2. Consent Agenda:
  - A. Minutes of the Regular Meeting held January 22, 2019.
  - B. Appointment to Board – Tree Board (2).
    - 1) Paule “Simone” Brown – Completing Three Year Term (01-01-18 – 12-31-20).
    - 2) Karla Scott – Completing Three Year Term (01-01-17 – 12-31-19).
  - C. Appointment to Board – Youth Committee (2).
    - 1) Carlene Larington – Completing Five Year Term (01-01-15 – 12-31-19).
    - 2) Chrissa Schlake – Five Year Term (01-01-19 – 12-31-23).
  - D. Application for Right of Way Contractor License
    - 1) Kurt Morland
    - 2) Vaughn Russell
  - E. Plumbing License and Permit Bond – Michael Frye
  - F. Application for Plumbing Contractor License – Michael Frye.
  - G. O.V.F.D. – Resignation of Richard Bourque.

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.”**

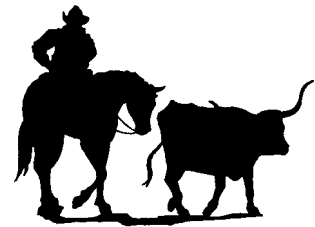
**Or;**

**“Motion failed.”**



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## 3. Public Hearing:

- A. Planning and Zoning - A recommendation from the Ogallala Planning Commission to amend the Ogallala Zoning Code, Chapter 44. Proposed amendments would add regulations pertaining to minimum lot size, yard size and height requirements for A-1 Agricultural zoning districts.

### **The Council President opens the hearing by stating the topic and time.**

This item is to amend the Ogallala Zoning Code. The Planning Commission has been discussing this topic for several months and has recommended approval. This would change A-1 Agricultural zones from 10 acre minimum to 3 acre minimum. Keith County recently made similar changes to their zoning code. This is an action item under 6.F. below. Ken Knoepfel will be here to answer questions.

## 4. Public Forum:

## 5. Report of City Clerk-Treasurer:

- A. Financial Report – January 2019.

Jane will present the January 2019 Financial Report. No action is necessary.

## 6. Recommendations of Departments, Boards and Committees:

- A. Airport – Disadvantaged Business Enterprise (DBE) program.

When a city receives federal funds for airport planning and development in an amount exceeding \$250,000 it is required to adopt the Disadvantaged Business Program (DBE). The entire policy is in your packet for your review.

### **Recommended motion:**

**“Move to adopt the Disadvantaged Business Enterprise (DBE) Program and authorize the City Manager to sign the policy statement”**

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

**After the vote, the Council President declares:**

**“Motion carried.”**

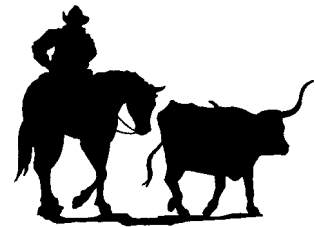
**Or;**

**“Motion failed.”**



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- B. Community Development – State of Nebraska Department of Economic Development Community Development Block Grant Contract Number 18-HO-33058 – Owner Occupied Property Rehabilitation.

Last September, the city applied to the Nebraska Department of Economic Development for a Community Development Block Grant for an Owner Occupied Housing Rehabilitation Project. The total amount of CDBG funds to be paid to the city will not exceed \$119,004. Five homes are expected to be rehabilitated during the contract, which must be completed by December 10, 2020. The City has also pledged \$15,750 of Keno funds as match toward the project.

**Recommended motion:**

**“Move to approve the State of Nebraska Department of Economic Development Community Development Block grant Contract No. 18-HO-33058 Owner-Occupied Property Rehabilitation and authorize the Council President to sign the contract.”**

**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 – Library Building Contract

We opened bids on February 7<sup>th</sup> for the new Library Building. Seven bids were received and we feel we received very good competitive bids for the project. The low bid was received from Rogge General Contractors, Inc from Lincoln. Their base bid was for \$2,081,000 and the alternate bid for the addition of concrete sidewalks and north parking area was \$58,000 making the total \$2,139,000. We are recommending, and our engineers, JEO Consulting concur, to recommend accepting the bid from Rogge General Contractors.

**Recommended motion:**

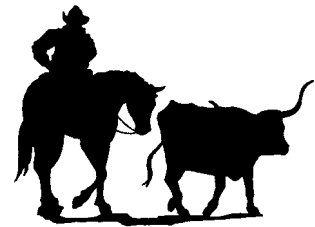
**“Move to accept the lowest responsible bid from Rogge General Contractors, Inc in the amount of \$2,081,000 including the alternate #1 in the amount of \$58,000 and authorize the Council President to sign the contract.”**

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



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**After the vote, the Council President declares:**

**“Motion carried.”**

**Or;**

**“Motion failed.”**

- D. Library – Job Title Salary Range Table, Amending Job Description for Library Clerk Assistant (Res. 1859).

Kendra Caskey, Library Director, has requested an amendment to the job description for Library Clerk Assistant to allow the minimum age of an employee to be fourteen years of age. Currently, the minimum age is 16. This resolution also amends the job title salary range table to authorize 6 employees in the Library Clerk Assistant position, currently there are 5 authorized positions.

**Recommended motion (by resolution):**

**“I would introduce Resolution 1859 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 and amending the job description of Library Clerk Assistant.”**

**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 1859 is adopted.”**

**Or:**

**“Resolution 1859 has failed.”**

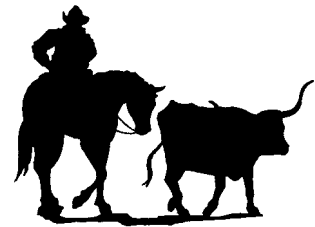
- E. O.V.F.D. – Volunteer Emergency Responders Incentive Act Certified List of Volunteers – LB886.

During the 2016 Legislative Session, LB886 was passed. LB886 provides for a \$250 tax credit for Volunteer Emergency Responders who obtain a minimum of 50 points for various activities within the department for two years. Included in your packet is the list of volunteers who qualified in 2018. A volunteer who qualifies for two consecutive years on the list is then eligible for the tax credit.



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## Recommended Motion:

**“Move to approve the Volunteer Emergency Responders Incentive Act Certified List of Volunteers for 2018.”**

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 - A recommendation from the Ogallala Planning Commission to amend Section 44-304 of the Ogallala Zoning Code, Proposed amendments would add regulations pertaining to minimum lot size, yard size and height requirements for agricultural zoning districts. (Ord. 1382).

This is the action item that was discussed during the public hearing agenda item 3.A. I would recommend not waiving the requirement to read the ordinance 3 times, as there is no urgency to passing this ordinance.

**If you would like to waive the requirements to read the ordinance 3 times, here is the recommended motion:**

## Recommended motion (by ordinance):

**“I would introduce Ordinance 1382 and move to suspend the rules, so that the ordinance may be read by title and moved for passage at this meeting.”**

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

After the vote, the Council President declares:

**“Motion carried.”**

Or;

**“Motion failed.”**

If the motion carries, the Council President then reads the ordinance by title.

**“An Ordinance amending section 44-304 of the Municipal Code of the City of Ogallala, Nebraska. – Area, Yard and Height Requirements for A-1 Agricultural Zoning Districts.”**

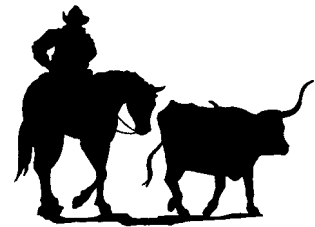
A Council member may then:

**“Move to adopt Ordinance 1382.”**



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

After the vote, the Council President declares:

**“Ordinance 1382 is adopted.”**

Or;

**“Ordinance 1382 has failed.”**

## **Procedure to read the ordinance three times prior to vote:**

Recommended motion, by ordinance:

**“I would introduce Ordinance 1382.”**

There is no motion or vote. The Council President states who introduced the ordinance and then reads the ordinance by title.

**“An Ordinance amending section 44-304 of the Municipal Code of the City of Ogallala, Nebraska. – Area, Yard and Height Requirements for A-1 Agricultural Zoning Districts.”**

There is no motion, second or vote.

After the reading, the Council President declares;

**“Ordinance 1382 has been read for the first time.”**

G. Planning and Zoning – 2018 Annual Report.

Ken will be in attendance to present his 2018 Annual Report.

H. Water – New South Well pumping capacity.

I have included a memo from Tom Werblow, TC Engineering, in your packet describing the latest water well completed by Downey Drilling, as well as a spreadsheet prepared by Tom comparing the 2013 and 2018 South wells. Tom will be in attendance to discuss the pumping capacity of the new south well.

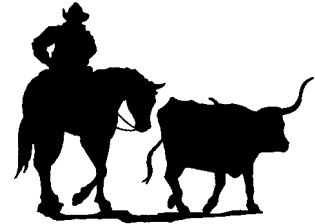
### **Recommended Motion:**

**“Move to (accept/reject) the new south well with a production of about 750 gallons per minute.”**



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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”**

**7. Report of City Attorney:**

**8. Report of City Manager:**

A. Council Chambers remodel.

I would like to update you regarding the upcoming remodeling of Council Chambers.

**9. Report of City Council Members:**

**10. Adjourn.**

