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## **CITY COUNCIL REGULAR MEETING MINUTES**

### **SEPTEMBER 25<sup>TH</sup>, 2018**

Members of the City Council of the City of Crawford, Nebraska, met in regular session in the City Hall Council Chambers, 135 Elm Street, Crawford, Nebraska on the 25<sup>th</sup> day of September, 2018, at 6:30 o'clock p.m. The following individuals were present: Mayor David Nixon, Attorney Adam Edmund, Council Member Ed Kuhnel, Council Member Roy Norgard, Council Member Connie Shell and Council Member Larry Olson. Absent: none.

Notice of the meeting was given in advance thereof by publishing in The Crawford Clipper/Harrison Sun as shown by the affidavit of publication filed in the City Clerk's office at City Hall. Availability of the agenda was communicated in the advance notice and in the notice of the Mayor and City Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

Mayor Nixon called the meeting to order and declared a quorum present at 6:30 p.m. and announced to the public that a copy of the Open Meetings Act is posted on the wall in the Council Chambers. It is also available in pamphlet form.

Council Member Shell made a motion to approve the minutes of the September 11, 2018 regular council meeting, excusing the absence of Council Member Connie Shell, and the minutes of the September 19, 2018 special council meeting. The motion was seconded by Council Member Kuhnel. The following Council Members voted AYE: Shell, Kuhnel, Norgard and Olson. Council Members voted NAY: None. Motion carried.

#### **Board Reports:**

Golf: met 9-24-18; discussed Golf Course Superintendent job description.

Park: will meet in March.

Ponderosa Villa: meet 10-1-18.

Hospital: met 9-24-18; financials were presented; expenditures are down.

SWANN: meeting was business as usual, bills and claims.

Rodeo: will meet in October or November.

NNDC: met 9-25-18; CDBG \$37,075; RBEG \$25,902; IRP \$52,297.

Chamber of Commerce: Robyn Garvin reported for the 4<sup>th</sup> annual car show, with over 60 vehicles, 39 of which were registered for the show and 4 were in the burn-out contest.

Sub-Committee for use of Cultural Center: no more leaking; John Erixson presented a photo of the barber shop, some of which is displayed in the window; museum will now be needing more space for display.

CRA: Chair Carla Knapp, Vice-Chair Carie Forbes; Secretary Clarice Hynes; next meeting will be at 10:00 a.m. at City Hall on 10-8-18.

Council Member Shell made a motion to approve the Treasurer's Report. The motion was seconded by Council Member Olson. The following Council Members voted AYE: Shell, Olson, Norgard and Kuhnel. Council Members voted NAY: None. Motion carried.

Clerk Dailey requested the following regarding the 4<sup>th</sup> quarterly transfer for the fiscal year: that the council approve the final quarterly transfer of funds from General into the other governmental funds - which excludes water, sewer and golf – as needed so as to balance the other funds to \$0 to start out the new fiscal year without deficits, with the exception of the Police and Fire funds; any remaining funds in General to be allocated to reduce the deficits in the Police and Fire funds; the revenue from the surplus sales will remain in the General Fund, to be transferred in the upcoming fiscal year as budgeted. Council Member Olson explained that the Police and Fire funds' deficits are cumulative from several years past, not deficits from this year. Dailey further clarified that revenues were such this year, that Keno fund transfers would not need to be used.

Council Member Shell made a motion to approve the final quarterly transfer to balance out the other funds, with the remaining going to the deficits in the Police and Fire funds. The motion was seconded by Council Member Olson. The following Council Members voted AYE: Shell, Olson, Kuhnel and Norgard. Council Members voted NAY: None. Motion carried.

Council Member Kuhnel made a motion to approve the agreement for CorpLink Banking Service with Security First Bank. The motion was seconded by Council Member Shell. The following Council Members voted AYE: Kuhnel, Shell, Norgard and Olson. Council Members voted NAY: None. Motion carried.

Clerk Dailey presented the Delinquent Utility Account report on regular utility service customers and on the Ready-to-Serve customers. No action was taken at this time.

Council Member Norgard made a motion to approve the attendance of Jane Dailey and Jennifer Dean at a sales tax workshop in Scottsbluff on October 3, 2018. The motion was seconded by Council Member Kuhnel. The following Council Members voted AYE: Norgard, Kuhnel, Olson and Shell. Council Members voted NAY: None. Motion carried.

Valerie Homrighausen read a letter to the Council from the Rock Show, including comments that the Park looked great; staff was courteous; vendors came from many states; vendors really enjoy the event; Rock Show doesn't solicit; the vendors donate items for an auction; in the past, they have paid to put tops on fish hatchery tanks among other donations; benefits the town; one of the oldest and largest shows in Nebraska; ask to be made aware of any changes coming up; had a good show; presented a donation to the City and Park Board. Vendor and food permits were discussed. There will be a blanket vendor permit for the Rock Show that will cover everything but food vendors. Information could be sent out to the food vendors ahead of time to make the process easier. Another comment regarded fixing the leak in the camping envelope receptacle so the envelopes are not subjected to getting wet from rainfall.

Council Member Kuhnel made a motion to approve the use of City electricity for the Cattle Call. The motion was seconded by Council Member Olson. The following Council Members voted AYE: Kuhnel, Olson, Norgard and Shell. Council Members voted NAY: None. Motion carried.

The City crew will install extension cords for the vendors to access the City electricity for the Cattle Call.

Council Member Kuhnel made a motion to approve the two City employees, the front-end loader and one truck to help clean up after the Saturday, Nov. 3<sup>rd</sup> Cattle Call for no more than 4 hours each employee. The motion was seconded by Council Member Shell. The following Council Members voted AYE: Kuhnel, Shell and Olson. Council Members voted NAY: Norgard. Motion carried.

Council Member Olson made a motion to approve the golf board recommendation to close October 1, 2018 and allow Michelle Haynes part-time to close down, until 10-6-18, for up to 12 hours. The motion was

seconded by Council Member Kuhnel. The following Council Members voted AYE: Olson, Kuhnel, Shell and Norgard. Council Members voted NAY: None. Motion carried.  
No action was taken on the job description for the Golf Course Superintendent.

Council Member Olson made a motion to approve discontinuing the Ideal Linen contract for Legend Buttes Golf Course. The motion was seconded by Council Member Kuhnel. The following Council Members voted AYE: Olson, Kuhnel, Shell and Norgard. Council Members voted NAY: None. Motion carried.

The discussion on amending the personnel policy to address compensatory time concluded with the following addition: "Library employees may accumulate up to 25 hours straight time annually, to use as comp time when they work over their allotted weekly hours. Said accumulated hours must be used in that same calendar year."

Council Member Shell made a motion to approve the amendment to the personnel policy regarding compensatory time as presented. The motion was seconded by Council Member Kuhnel. The following Council Members voted AYE: Shell, Kuhnel, Norgard and Olson. Council Members voted NAY: None. Motion carried.

Resolution 2018-08 for the sale of surplus property was amended to read a bid opening date for October 9, 2018, to omit a minimum established bid and to omit electing to publish the sale for three consecutive weeks.

Council Member Kuhnel made a motion to approve Resolution 2018-08 as amended. The motion was seconded by Council Member Shell. The following Council Members voted AYE: Kuhnel, Shell, Norgard and Olson. Council Members voted NAY: None. Motion carried.

No action was taken on the estimates from Pine Ridge Land Surveys as no estimates have yet been provided.

Council Member Kuhnel made a motion to approve the hire of Gail Wheeler and Barb Prosser as seasonal snow removal employees. The motion was seconded by Council Member Norgard. The following Council Members voted AYE: Kuhnel, Norgard, Olson and Shell. Council Members voted NAY: None. Motion carried.


Discussion of personal use of city equipment resulted in a consensus that the Mayor will write a memo that there is to be no personal use of city materials and equipment; this would include church driveways.

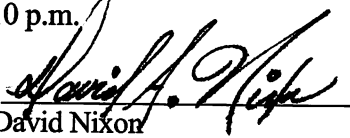
Public comment was received on the hours, number of employees and activities at the Golf Clubhouse.

Bills and claims received approval of three Council Members as indicated by their signatures.

Council Member Shell made a motion to adjourn at 8:10 p.m. The motion was seconded by Council Member Kuhnel. The following Council Members voted AYE: Shell, Kuhnel, Norgard and Olson. Council Members voted NAY: None. Motion carried.

The September 25, 2018 regular meeting of the City Council adjourned at 8:10 p.m.

Minutes by:   
Jane Dailey  
City Clerk/Treasurer

Approved by:   
David Nixon  
Mayor