

## HEBRON CITY COUNCIL PROCEEDINGS – January 7, 2019

Hebron City Council met on Monday, January 7, 2019 at 7:00 p.m., at the Stastny Community Center. Mayor Doug Huber presided, and the proceedings were recorded by City Administrative Assistant Jana Tietjen. Upon roll call, the following Councilmembers were present: Kyle Timmerman, Timothy Pickering, Denese Sudbeck, Kurk Wiedel, and Robert Dodes, Rita Luongo. Also present: City Attorney Joe Murray. Absent: None

Notice of this meeting was given in advance by posting. Notice of this meeting was simultaneously sent to the Mayor and Council and a copy of their acknowledgement of receipt of notice is attached to these minutes. Availability of the agenda was communicated in the advanced notice and in the notice to the Mayor and Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

### NEW BUSINESS

#### 1. ANNOUNCEMENT – OPEN MEETINGS LAW

Mayor Doug Huber informed the public of the location of the posted information concerning the Open Meetings Law.

#### 2. SIGN CLAIMS-Sudbeck and Pickering

Mayor Huber requested that the claims be moved to the top of the agenda. Each month two different councilmembers will be listed to sign claims.

#### 3. APPROVE RESOLUTION-MEETING GUIDELINES

Mayor Huber proposed the following resolution with meeting guidelines to be followed at all council meetings to keep the meetings more efficient and orderly.

RESOLUTION NO. \_\_\_\_\_

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HEBRON, NEBRASKA: Pursuant to the provisions of Section 84-1412(2) of the Revised Statutes of the State of Nebraska, the City Council has determined that it is in the best interests of the City to establish rules of conduct at all City Council meetings according to the following terms:

1. All attempts shall be made to start every meeting on time and finish in a timely manner;
2. All attempts shall be made to conduct meetings in an efficient and orderly manner;

3. Council members and members of the public will, at all times, act respectfully and civilly during meetings;
4. Council members and members of the public will refrain from interrupting meetings; and
5. Except during times of public comment specifically listed on the agenda, members of the public shall not speak at meetings unless addressed directly by the City Council.

Dated this 7th day of January, 2019.

CITY OF HEBRON, NEBRASKA

Councilmember Pickering made a motion to approve the meeting guidelines as read; seconded by Councilmember Dodes

AYES: Dodes, Wiedel, Sudbeck, Pickering, Timmerman, Luongo

NAYS: None    ABSENT: None    Motion Carried

#### **4. GENERAL DISCUSSION**

General Discussion was held.

No former action taken.

Yard of the Month-Jackie Wiedel

Business of the Month-Rise Up Yoga

#### **5. POOL DISCUSSION**

Bonnie Kassabaum gave a report on repairs that need to be completed before the pool opens this spring.

#### **6. PUBLIC HEARING-APPROVE LIQUOR LICENSE-CASEY'S GENERAL STORE**

Mayor Huber presented the council with an application for a Class D Liquor License for the Casey's General Store. This will allow them to sell wine and distilled spirits.

Councilmember Wiedel made a motion to approve the Class D Liquor License for Casey's General Store in Hebron; seconded by Councilmember Sudbeck.

AYES: Dodes, Wiedel, Sudbeck, Pickering, Timmerman, Luongo

NAYS: None    ABSENT: None    Motion Carried

## **7. FIRE DEPARTMENT DISCUSSION**

Fire Chief Wayne Kugel gave an end of the year report on behalf of the Hebron Volunteer Fire Department. In 2018 they had a total of 176 calls; 151 Medical, 15 Fire and 10 Rescue. He also reported that the Awards Banquet will be held on January 26<sup>th</sup> and the new ambulance should arrive the end of January.

Mayor Huber presented BJ Linton with a plaque for his 14 years of service as Fire Chief.

## **8. COUNCIL PRESIDENT ON BANK SIGNATURE CARDS**

Mayor Huber asked the council to consider adding the City Council President to the bank signature cards.

Councilmember Sudbeck made a motion to approve adding the City Council President to the bank signature card; seconded by councilmember Timmerman.

AYES: Dodes, Wiedel, Sudbeck, Pickering, Timmerman, Luongo

NAYS: None                      ABSENT: None                      Motion Carried

## **9. 2019 WHOLESALE ELECTRIC RATES**

Mayor Huber briefed the council on updated wholesale electric rates resulting in a .3% decrease.

## **10. ELECTRIC RATE DESIGN STUDY PRESENTATION**

John Krewski from JK Energy gave a presentation on the results of the Electric Rate Design Study conducted in 2018. A copy of the complete study is available at the city for the public to view. The proposed ordinance would result in an appropriate rate increase of 3.3%

The ordinance will be on the February agenda.

## **11. ELECTRIC LINE EXTENSION ORDINANCE**

John Krewski JK Energy presented the council with a proposed Electric Line Extension ordinance. After review- it was suggested to make some additions to the ordinance and place it on the February agenda.

## **12. APPROVE JEO CONSULTING GROUP AS CITY ENGINEER**

Mayor Huber presented the council with a decision to make JEO the City Engineering Firm.

Councilmember Wiedel made a motion to approve JEO Engineering as the City of Hebron engineering firm; seconded by Councilmember Pickering

AYES: Dodes, Wiedel, Sudbeck, Pickering, Timmerman, Luongo

NAYS: None                      ABSENT: None                      Motion Carried

## **13. APPROVE CEMETERY BOARD**

Proposed Cemetery Board Members: Hugh Clark, Glenn Hinz, Jack Priefert, Randy Beavers, Lyle Pflingsten

Councilmember Sudbeck made a motion to approve the proposed cemetery board members; seconded by Councilmember Timmerman

AYES: Dodes, Wiedel, Sudbeck, Pickering, Timmerman, Luongo

NAYS: None                      ABSENT: None                      Motion Carried

## **14. APPROVE PARKS AND RECREATION BOARD ORDINANCE**

Mayor Huber presented the board with an ordinance to combine the Summer Recreation board and the Park Board.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY OF HEBRON, NEBRASKA, CREATING A PARK AND RECREATION BOARD; PROVIDING FOR THE ORGANIZATION THEREOF; IDENTIFYING THE RESPONSIBILITIES OF THE BOARD; PROVIDING AN EFFECTIVE DATE THEREFOR; AND REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF HEBRON, NEBRASKA AS FOLLOWS:

Section 1. Appointment. The Mayor and City Council shall appoint the Park and Recreation Board of the municipality. The appointments of members of the Park and Recreation Board shall be made by the governing body at the first regularly scheduled meeting in the month of December of each year.

Section 2. Board. The Board shall consist of five (5) members, who shall be residents of the City of Hebron. The members shall serve a three (3) year term of office unless reappointed. Members of the Board shall serve without compensation and may be required, at the discretion of the Mayor and City Council, to give a bond in a sum set by resolution of the governing body, and conditioned upon the faithful performance of the duties of the members. At the time of the first meeting of the Board in January of each year, the Board shall organize by selecting from its membership a Chairperson, Secretary and Treasurer. It shall be the duty of the Secretary to keep full and correct minutes and records of all meetings and to file the same with the municipal clerk where they shall be available for public inspection at any reasonable time. A majority of the Board members shall constitute a quorum for the transaction of business.

Section 3. Meetings. The Board shall meet at such times as the Mayor and City Council may designate. Special meetings may be held upon the call of the Chairperson, or any two (2) Board members.

Section 4. Duties and Responsibilities. It shall be the duty and responsibility of the Board to take immediate charge of all parks and recreational facilities belonging to the City of Hebron and to supervise all recreational activities organized and conducted in the parks and recreational facilities of the municipality. The Board shall establish appropriate rules and regulations for the management, use and operation of the parks and recreational facilities. All actions of the Board shall be subject to the review and control of the Mayor and City Council. The Board shall be responsible for making such reports and performing such other duties as the governing body, from time to time, may designate.

Section 5. Employees. All employees of the municipality doing work in or for a municipal park or recreational facility shall be under the supervision and direction of the Board.

Section 6. Restriction on Board Membership. Neither the Mayor, nor any member of the City Council, shall serve as a member of the Park and Recreation Board while serving a term of office as a member of the governing body. No member of the Park and Recreation Board shall serve in the capacity of both Chairperson and Secretary of the Board.

Section 7. Effective Date. This ordinance shall be effective from and after its passage and publication as required by Nebraska law.

Section 8. Repeal. All ordinances or parts of ordinances, specifically including existing Ordinances 31.19 and 31.25 are hereby repealed in their entirety.

PASSED AND APPROVED this 7th day of January, 2019.

CITY OF HEBRON, NEBRASKA

Councilmember Sudbeck made a motion to Suspend the Rules of three consecutive readings; seconded by Councilmember Timmerman

AYES: Dodes, Wiedel, Sudbeck, Pickering, Timmerman, Luongo

NAYS: None                      ABSENT: None                      Motion Carried

Councilmember Sudbeck made a motion to approve the new ordinance to combine the Summer Recreation and Park Board drafted by Joe Murray; seconded by Councilmember Wiedel

AYES: Dodes, Wiedel, Sudbeck, Pickering, Timmerman, Luongo

NAYS: None                      ABSENT: None                      Motion Carried

#### **14. APPROVE PARKS AND RECREATION BOARD APPOINTMENTS**

Proposed Parks and Recreation Board Members: Tyler Watson, Lori Werner, Lance Pachta, Josh Lanik, Brian Solomon

Councilmember Pickering made a motion to approve the proposed board members for the Parks and Recreation Board; seconded by Councilmember Pickering

AYES: Dodes, Wiedel, Sudbeck, Pickering, Timmerman, Luongo

NAYS: None                      ABSENT: None                      Motion Carried

#### **15. APPROVE LIBRARY BOARD**

Proposed Library Board Members: Kelcy Jeppson, Shirley Huber, Amy Neff, Marky Miller, Helen Boman

Councilmember Wiedel made a motion to approve the proposed Library Board; seconded by Councilmember Tim

AYES: Dodes, Wiedel, Sudbeck, Pickering, Timmerman, Luongo

NAYS: None                      ABSENT: None                      Motion Carried

## **16. COUNCIL COMMITTEES**

Mayor Huber presented the council with a description of duties for each council committee. After discussion - a few changes were suggested. The descriptions will be updated and distributed to the council.

### **Transportation & Community Beautification**

This committee is responsible for making suggestions to the City Council that would involve the safety of pedestrians and motor vehicles within the city limits of Hebron, NE. This would include (but not be limited to) speed limits, signage, crosswalks, blind spots at intersections and snow removal.

This committee is also responsible for (but not limited to) bringing suggestions to the City Council for the removal of and or planting of trees/shrubs (landscape) along the city streets and walking trails. The maintenance of and or additions to the walking trail system would also be the responsibility of this committee.

### **Utility Services**

The Utilities committee has the responsibility for the review of rates, service policies, and plan reviews for construction projects involving the electric, water, and sewer departments. This committee would also have the duty of screening applications for employment of the electric, sewer, and water departments.

### **Financial Planning and Appropriations Committee**

This committee will be tasked with the duty of working with the Park Board, Cemetery Board, Library Board and the Fire Department in formulating their annual budgets. They will report to the City Council with their budget requests.

The committee will also work with the City Auditor and the City Treasurer in resolving issues that may arise out of the unforeseen accounting and bookkeeping problems in the city.

The committee will also be responsible for overseeing the disposition of City of Hebron owned Real Estate and utilities equipment.

### **Ordinance, Policy and Business Committee**

This committee shall have the responsibility for the research and review of possible changes of existing ordinances. Responsibilities would also include research and review of possible issues that may arise from the passage of a new ordinance. They will work diligently with the City Attorney to write a new ordinance that would be introduced to the Mayor and City Council for possible passage.

This committee will also be responsible for the review of various policies the city has implemented.

The committee will also have the duty to screen new applications for new office employees. They will oversee the duties of the Clerk, Treasurer, and all other office staff to ensure that conduct and work quality is of the highest standards.

### **City Facilities Committee**

This committee will have the responsibility of oversight (but not limited to) of the swimming pool, Stastny Community Center, City Hall (and shop areas), Activity Center and the storage facility on Jefferson Ave. They will also oversee the well being and repairs of the walking trails.

### **Risk Management**

This committee shall be responsible for all insurance needs of the City of Hebron-that shall include all policies that the Mayor and City Council have approved for employee compensation. They will be responsible for the review of personal property and liability insurance annually to identify if changes need to be made.

### **18. NUISANCE-535 JEFFERSON**

Council discussed the progress of the property. The owner was not in attendance- so the council requested City Administrator Fangmeier contact him to get an update for the next council meeting.

### **19. APPROVE TRASH HAULING PERMITS**

The Garbage Company and Bel-Con Sanitation have submitted their applications and insurance requirements to the city for trash hauling in 2019.

Councilmember Wiedel made a motion to approve the Garbage Company and Bel-Con Sanitation to haul trash for the city in 2019; seconded by Councilmember Pickering

### **20. AMEND ORDINANCE-DOG LICENSE FEE**

Mayor Huber brought attention to the fact that the dog license fee was omitted from the ordinance when it was last updated.

Councilmember Wiedel made a motion to Suspend the Rules of three consecutive readings; seconded by Councilmember Pickering

AYES: Dodes, Wiedel, Sudbeck, Pickering, Timmerman, Luongo

NAYS: None

ABSENT: None

Motion Carried



Councilmember Dodes made a motion to update the ordinance to include the \$6.00 license fee for each animal and \$10.00 for each delinquent tax; seconded by Councilmember Sudbeck

AYES: Dodes, Wiedel, Sudbeck, Pickering, Timmerman, Luongo

NAYS: None                      ABSENT: None                      Motion Carried

## **21. APPROVE FLOODPLAIN ADMINISTRATOR**

Mayor Huber presented a letter from Thayer County Zoning Administrator Colt Farringer requesting the city to identify Thayer County Zoning as the floodplain manager for the City of Hebron.

Councilmember Wiedel made a motion to request Thayer County Zoning as the floodplain manager for the City of Hebron; seconded by Councilmember Sudbeck.

AYES: Dodes, Wiedel, Sudbeck, Pickering, Timmerman, Luongo

NAYS: None                      ABSENT: None                      Motion Carried

## **22. COMMUNITY DEVELOPMENT BLOCK GRANT UPDATE**

Mayor Huber informed the council that the city had received a letter stating that the Community Development Block Grant submitted by the city was not selected for award.

Councilmember Dodes will collect more information on this and collaborate with the Dept. of Economic Development on how to improve their 2019 application.

## **23. APPROVE ADVERTISE FOR MOWING BIDS**

The Park Board and Summer Recreation boards met to discuss the 2019 mowing bids and worked with City Administrator Fangmeier on the proposal presented to the board.

Councilmember Wiedel made a motion to approve the proposal after amended to include that extra duties or extra mowings would need prior approval from the board; seconded by Councilmember Dodes.

AYES: Dodes, Wiedel, Sudbeck, Pickering, Timmerman, Luongo

NAYS: None                      ABSENT: None                      Motion Carried

## **24. LB840 UPDATE**

The members of the Executive LB840 committee were introduced to the council and public.

Larry Olson, Karla Joe, Bonnie Priefert, Connie Berring, and Sara Kiburz

Councilmember Wiedel informed the public that applications can be picked up at the city office and returned to City Administrator Fangmeier. The applications will then be submitted to the committee for review.

## **25. MAN-LIFT GRANT UPDATE**

A grant for a potential man-lift was discussed. No formal action taken.

## **26. FEMA GRANT UPDATE**

Mayor Huber informed the council that the FEMA Flood Mitigation Grant has been submitted.

## **27. 1 AND 6 -YEAR ROAD PLAN DISCUSSION**

Mayor Huber presented the 1 and 6 – Year Road Plan for the council to review. This plan must be updated periodically.

A public hearing will be held at the February meeting.

## **28. EXECUTIVE SESSION-POSSIBLE CONTRACT NEGOTIATION/PERSONNEL/PROPERTY ACQUISITION**

Councilmember Wiedel made a motion that the council go into Executive Session; seconded by Councilmember Sudbeck.

AYES: Dodes, Wiedel, Sudbeck, Pickering, Timmerman, Luongo

NAYS: None                      ABSENT: None                      Motion Carried

At 9:03 Council went into Executive Session.

At 9:45 Councilmember Wiedel made a motion to come out of Executive Session; seconded by Councilmember Luongo.

AYES: Dodes, Wiedel, Sudbeck, Pickering, Timmerman, Luongo

NAYS: None                      ABSENT: None                      Motion Carried

**29. APPROVE CLAIMS**

Councilmember Sudbeck made a motion for the council to approve the claims for December; seconded by Councilmember Timmerman

AYES: Dodes, Wiedel, Sudbeck, Pickering, Timmerman, Luongo

NAYS: None                      ABSENT: None                      Motion Carried

**30. APPROVE MINUTES**

Councilmember Timmerman made a motion to approve the December 2018 meeting minutes; seconded by Councilmember Wiedel.

AYES: Dodes, Wiedel, Sudbeck, Pickering, Timmerman, Luongo

NAYS: None                      ABSENT: None                      Motion Carried


**31. ADJOURNMENT**

Councilmember Luongo made a motion that the meeting be adjourned; seconded by Councilmember Dodes.

AYES: Dodes, Wiedel, Sudbeck, Pickering, Timmerman, Luongo

NAYS: None                      ABSENT: None                      Motion Carried

Meeting Adjourned at 9:49 p.m.

  
\_\_\_\_\_ Mayor

I, the undersigned, City Clerk, for the City of Hebron, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Council; that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and available for public inspection at the office of the City Clerk; that such subject were contained in said agenda for at least twenty-four hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the minutes were in written form and available for public inspection within ten working days and prior to the next concerned meeting of said body; that all news media requesting notification of the time and place of said meeting were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting.

(S E A L)

  
\_\_\_\_\_ City Clerk