**City Council Meeting**

**August 5, 2019**

Clerk Nohr took roll call: Peitz, Meink, Steffen, Berendsen, Lawhead present; a quorum was declared. Lawhead noted the open meetings act and led the pledge of allegiance.

Motion by Steffen to approve the agenda; second by Meink. Aye P,M,S,B

Motion by Peitz to amend the minutes of July 1; the date of the street closing should read August 24; second by Peitz. Aye M,S,B,P; also amend the minutes of July 19 to read “motion by Steffen to enter executive session for the purpose of discussing pending litigation”, motion by Berendsen, second by Peitz. Aye B,S,P,M

Motion by Berendsen at 6:37 to enter executive session to discuss pending litigation, second by Meink. Aye P,M,S,B. Council reconvened at 7:05 pm. Motion by Meink to authorize legal counsel to engage in settlement discussion with the legal counsel for Daniel & Charlie Hendrix, second by Peitz. Aye B,P,M,S

A request to use the street in front of bank for a car wash to raise money for the band trip was made; use bank’s water, will clean up when done. Motion by Peitz to use the street in front of the bank for a car wash, second by Meink. Aye P,M,S,B

Review of Financial Statements-we are trying to get better statements. The budget is coming up, there will be a hearing in September. Sonya from QuickBooks will help streamline the program.

Approval of Claims – a reminder that there is a Resolution in place to pay as they come due payroll, taxes, utilities. Claims were reviewed. Motion by Steffen to approve claims, second by Meink. Aye M,S,B,P

Employment Agreement with Chief of Police-Officer Hult will attend police academy in Grand Island in September; wages are $19.50/hour, City pays $500 for health insurance, body armor and other necessary equipment; while in school pay $2000 per month flat fee. Officer agrees that he will attend the academy, and upon graduating agrees to work for the City for 3 years; if he resigns within 1 year, he will reimburse 100%, 2 years 75%, 3 years, 25% of salary and expenses. Motion by Peitz to approve Jonathon’s contract with the City of Crofton, second by Steffen. Aye M,B,S,P. The City will have part time help from Dylan Wilson and Brian Paulsen while Hult is gone to school. Motion by Peitz to approve the part time help, second by Steffen. Aye S,B,P,M

Sewer Plant Phase II - the initial study showed that the capacity was fine; the plant could provide for 1000 households. We need to move forward. We have already paid Kirkham Michael $20,000 for Phase I. Phase II is the design, followed by the construction, and lastly legal work and financing. Motion by Berendsen to authorize Kirkham Michael to proceed to the second phase of the sewer treatment, second by Steffen. Aye B,P,M,S

Northside acres-the property is in jurisdiction of Crofton Planning & Zoning; no plat had been filed with the County. Mike Chase, Ron Nohr, Larry Peitz and Linda Wuebben met and discussed. Nohr offered to do first phase (lay of the land, water, best development options) initial study for $7500. Berendsen expressed concern about the City getting too far extended in costs. The Study will explore what we can do with the property. This will concern sewer, water and streets.

Omaha Street-the west end residents have put in underground piping and connected to each other; goes south behind Stan Uhing’s house, then goes underground to the east end; south side and north side all goes to the end. If we are going to assess, we need to draw a district, contact engineers, have a hearing with property owners. Or we can just go fix it. Are there any grants available? We were not a town the fell into the medium to low income and it would be useless to apply for a grant. Peitz would like to wait until we know where the money is. Steffen said wait until we know where our budget is at. Berendsen is concerned we would have too many projects going at once. Both Northside Acres and Omaha Street were tabled.

Collection of Utility Bills-Berendsen is working on deposits to be paid back; also, delinquent bills. Auditors said we have $22,000 in water deposits that need to be refunded; deposits made by customers who have promptly made 12 consecutive months shall be credited to the customer; those who have not paid promptly need to wait another year; third is that utility deposits may be used as a credit against delinquent accounts. If the customer is deceased or unavailable, the deposit will be transferred to the State as unclaimed property. No cash refunds shall be made, only credits to their account. If we have no record that they have been returned, we are obligated to pay it to them. Berendsen asked if a renter’s outstanding debt was paid by owners, who gets the deposit refund? McNally stated, “whoever paid the deposit.” Motion by Steffen to approve Resolution 8519 regarding water deposits, second by Peitz. Aye P,M,S,B. Lawhead has sent out letters to delinquent accounts; we will have another resolution regarding shut offs.

Transfer and closing of funds-some funds not being used and should be closed out. McNally suggested that we wait for the budget session to make delinquencies go away. We want sales tax funds back where they belong.

Ordinance setting payroll-payroll must be published once a year. Council reviewed Ordinance 8519 setting wages. Motion by Berendsen to waive the reading 3 times, second by Peitz. Aye M,S,B,P. Motion by Steffen to adopt Ordinance 8519, second by Meink. Aye S,B,P,M

The air conditioner and furnace are not an issue. 2 new units will be needed and will cost $13,700-$12,800. They will sit on the floor rather than in the ceiling.

Cedar-Knox Rural Water-will be increase rates beginning October 1; we will be charged monthly fee of $2,918 minimum + monthly maintenance fee $8.50, usage increase by 25 cents per thousand gallons. Council will wait for budget.

New Employee Handbook – Steffen put together a handbook and gave it to the council to review. They reviewed sick leave, vacation and personal leave. We are trying to get short-term disability insurance for employees.

Fees for campers and shelters-one observation; if we are going to reserve the shelters, is it not worth a fee? Marilyn Nelson stated maybe next year there would be a fee.

Garbage for fire department and auditorium-we will pay for two totes. Motion by Steffen to retain two containers, second by Meink. Aye P,M,S,B.

The next regular meeting will be September 2 Monday.

Motion by Berendsen to adjourn, second by Steffen. Aye B,P,M,S. Meeting adjourned at 9:00 p.m.

CLAIMS APPROVED: A&D Service $893.80; Arts Garbage $4,322.80; Blue Cross Blue Shield $2,805.69; Cedar-Knox Rural Water $18,035.60; CMart LLC $130.50; CNH $149.97; Core & Main $1,195.93; Cox Auto $80.97; Crofton Journal $139.78; First Bankcard $152.79; Great Plains Communications $383.94; Grossenberg Implement $92.55; Hawkins $1,327.50; Leaf $144.90; League of Municipalities $100.00; McNally Law Office $3,941.85; Michael Jensen $10.00; Midwest Laboratories $674.64; Modern Woodmen $539.36; Nebraska Public Health Environmental Lab $22.00; Niki Sprakel $70.70; One Call Concepts $23.68; One Office Solution $47.96; Peoples Grocery $337.23; Share Corporation $250.85; Sign Tech $129.00; Steffens Inc $311.86; Steffens Service $792.41; Telebeep Wireless $22.89; Tim Arens Construction $650.00; Verizon $87.50; Yankton Janitorial Supply $233.74; Yankton Winnelson Co $230.35;

PRE-APPROVED CLAIMS PAID: Black Hills Energy $809.64; Blue Cross Blue Shield $2805.69; Cedar-Knox Public Power $3,450.95; Colonial Life $260.82; EMC Insurance $3,492.74; Marilyn Nelson $50.00; Modern Woodmen of America $341.69; Nebraska Department of Labor $88.94; Nebraska Department of Revenue – payroll $1,752.34; Nebraska Department of Revenue-sales tax $3,230.90; Payroll 7/22 $9,214.94; Payroll 7/3 $9,198.21; Payroll Tax 7/22 $3,116.36; Payroll Tax 7/3 $2,727.70

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