

REGULAR MEETING
CITY COUNCIL

January 13, 2016

The Mayor and City Council of the City of Syracuse, Nebraska met at 6:00 P.M. on January 13, 2016 for their regular meeting in the Syracuse City Hall Council Chambers at 495 5th Street. Present were Mayor Ortiz & Council members Gigstad, Britton, Henke, Dettmer. Notice of meeting was given by posting in three places. A copy of the posting notice and acknowledgement of notice to the Council is attached to these minutes. Availability of the agenda was communicated in the advance notice. All proceedings hereafter shown were taken while the meeting was open to the public.

LIBRARY REPORT – Librarian Antes present. The soup supper at Tannenbaum was a success, selling out; 115 visitors to Santa this year. Antes explained a yearly update is needed by her fire alarm company. She is contacting Bruce Neemann. Pass keys have been handed out to those applicable. Antes' big project right now is placing past Syracuse Journal Democrat and Nebraska City News Press editions online. Antes will be seeking approval from the Syracuse Library Foundation and Morton James has agreed to pay half. Antes works with the Nebraska State Historical Society to gather all of the past editions.

November Treasurer's Report available. Todd Blome of BMG present. All accounts have been reconciled as of November 30th. Blome and Clerk Farmer have been working on seeing if any of the 17 accounts can be consolidated; the City's auditor has no problem with this. Mayor Ortiz asked Blome to give the Mayor and Council his recommendation for which accounts should be consolidated. Blome has been working on giving a monthly comparison for the current month versus the same month a year ago per request of the Council. Blome pointed out that some variances are due to a timing issue because of when a transaction was made. For future report, Blome will be putting the budget numbers into the report. BMG is working on the City's W-2's and 1099's. Council member Gigstad made the motion to approve the Treasurer's Report and claims, second by Dettmer. Roll Call: Yeas: Gigstad, Dettmer, Britton, Henke. Nays: None. Jerry Stilmock explained that BMG has liability insurance of their own so there's really no reason for the City to have an additional bond. BMG will send Clerk Farmer a certificate of insurance to have on file.

AFLAC	369.28
Alan Britton	161.61
Alfred Gigstad	161.62
Awards Unlimited, Inc.	29.98
B & B Pump N Go, Inc.	914.41
Ball Insurance	2,003.40
Biblionix	1,400.00
B&J's Family Restaurant	52.84
BMG	2,500.00
Brinkman Bros.	22,442.00
Bound Tree Medical, LLC	364.82
Brandt, Horan, Hallstrom & Stilmock	2,607.90
Capital Business Systems, Inc.	55.29
Cardmember Service	1,414.18
Chamber of Commerce	90.00
Carolyn Bremer	183.87
Clay-Rod Farms, LLC	200.00
City of Syracuse	819.99
Darold Grundman	200.00
D&D Communications, Inc.	187.00
Demco	38.47
Deb Dettmer	161.61
Dan's Tire and Repair	294.60
Dutton Lainson Co.	928.98
Danko Emergency Equipment Co.	30.97
Department of the Interior	100.00
Electric Specialties Co.	240.00

EMS Billing Services, Inc.	1,458.55
Environmental Analysis South, Inc.	80.00
Gatehouse Media Nebraska Holdings, Inc.	451.62
Hawkins, Inc.	322.85
Hemje Plbg., Htg, and AC	244.50
Ingram Library Services	566.22
Interstate All Battery Center	65.25
JEO Consulting Group, Inc.	160.00
Jason LaFollette	100.00
Jeff Vogt	41.50
JEO Consulting Group, Inc.	3,000.00
John Palmtag	100.00
Jon Voorhees	50.00
Kelly Farmer	2412.17
Kim Parde	183.45
Kristine Henke	161.61
Karen Kimpel	141.30
Konica Minolta Business Solutions	429.77
Krista Sisco	75.00
Laramie Werner	70.00
League Association Of Risk Management	52.89
League of NE Municipalities	742.00
Leah Ganzel	99.74
Linda Merritt	110.82
Joe Reisdorff	184.70
Marcia Scheinost	184.70
Michelle Zoller	75.00
Matheson Tri-Gas, Inc.	87.56
Midwest Farmers Cooperative	36.80
Nebraska City Utilities	827.15
NLLPS-Labor Law Poster Svc.	130.00
One Call Concepts, Inc.	11.15
Otoe County Sheriff	15,000.00
Otoe County Treasurer	15.00
OPPD	114,730.51
Papillion Sanitation	278.56
Publishers Billing Exchange	29.98
Richard Sitzman	115.41
Roy Bretthorst	299.60
Ron Rosenthol	200.00
Ryan Murrell	100.00
Shaffer Communications	121.15
Stryker Sales Corp.	15,848.29
Stutheit Impl.	98.65
Synchrony Bank/Amazon	433.82
Syracuse Do It Best	408.27
Syracuse Ironworks	414.40
Syracuse Motor Supply	57.27
Syracuse Lumber Co.	6.49
Syracuse Veterinary Service	149.38
Syracuse Fire Dept.	109.21
Terry's Family Foods	321.63
The Added Touch	52.50
Todd Aksamit	124.26
Tina Sederstan	30.00
United Healthcare	9,803.94
Utility Service Corp.	19,016.64
U.S. Post Office	592.11
Verizon	339.85
Wet Willie's	110.00
Western Sand & Gravel Co.	161.44

Windstream	1,949.58
WriteTime Communications	267.15
Shayna R. Murrell	1,946.85
Todd E. Aksamit	1,775.33
Derek R. Harms	2,118.53
Jason LaFollette	2,244.07
Mark S. Moerer	2,009.46
Chiona R. Morris	1,741.84
Julie J. Slafter	1,457.54
Mitchell Stubbendick	2,278.57
Jeff Vogt	3,283.15
Sue Antes	1,474.22
Eldon Halm	115.43
Tomas Ortiz	461.75
Timothy A. Wilson	184.70
Peggy Neemann	184.70

HEARING OF THOSE PRESENT – James Parsons was in attendance to announce to the Mayor and Council that he is running for District 4 County Commissioner. Parsons doesn't feel the office is getting the attention it deserves at this time. He feels it is important for the Commissioner's Office to work with City and County governments and welcomes the chance to meet one and one with anyone that would like to discuss their concerns and/or issues with him.

SHERIFF REPORT – Deputy Holland present. The Otoe County Sheriff's Office is still working with Windstream to work through the dispatching system to more accurately track calls. The Sheriff's Office is down two deputies due to health leave. A significant amount of meth was seized due to a follow up on a suspicious vehicle plate resulting in an outstanding arrest warrant. Holland reported on coverage hours for the month. Continued focus has been placed on 17th Street after concern was voiced after the October meeting.

SWIMMING POOL AND PROGRAMS AND PARKS REPORT – Rec Coordinator Murrell reported boys and girls Rec Basketball, Adult 3-on-3 Basketball and Tumbling have all started. There are 14 men's teams and 4 women's in the 3-on-3 league. Open Gym was held at the high school during winter break; 46 kids attended. Murrell discussed the bathhouse and complex trail currently in the introductory stages. Various grants available were discussed such as NE Game and Parks and NRD. In the past, Game and Parks gave \$18,000 for Williams Park and recently contributed to the City of Auburn. JEO's Evan Wickersham explained the size of a bathhouse is based on population. Concessions at the Aqua Center was discussed. The Mayor and Council recommend staying with vending machines but speak with the Swim Team Manager regarding possible concessions at Syracuse hosted swim meets.

Park Manager Aksamit reported he and the utility workers have been removing dead trees at Williams Park and the Aqua Center. Aksamit discussed plans for a maintenance shed at the Complex. JEO engineering is based on a \$35,000 price tag. Currently, the Parks department budgeted for \$63,000 for a maintenance shed. Mayor Ortiz recommended having more specific plans available at the February Council meeting so the project may be able to get started sooner.

CEMETERY REPORT – Mayor Ortiz led discussion on per plot rate increase from \$200 to \$400. Members of Park Hill Cemetery Board present. Council member Britton moved to approve the Park Hill Cemetery per plot price increase, Henke seconded. Yeas: Dettmer, Britton, Henke, Gigstad. Nays: none.

PUBLIC WORKS REPORT – Report presented by Superintendent of Public Works Jeff Vogt. City Street Superintendent, Evan Wickersham of JEO, in attendance to discuss the One & Six Year Street Plan. JEO is ready to start on the asphalt overlay project when City gives the go-ahead. The cost of this is up approximately 30%. Wickersham explains the project can wait another year but the area between 11 and 12th Streets is the worst. Hine Construction did not lay the crack seal that is in the overlay project area. The area of 6th and Plum is being added to the one-year plan as this would be in good conjunction with the Midland Street project.

Mayor Ortiz led discussion and Resolution No. 16-01 on Syracuse Country Club Well Lease Agreement. Syracuse Country Club Board Member, Chris Lutjemeyer, present. The agreement between the City and the Syracuse Country Club will remain the same and continue for five years. Council member Britton moved to adopt Resolution No. 16-01, Gigstad seconded. Yeas: Henke, Britton, Dettmer, Gigstad. Nays: none.

Mayor Ortiz opened discussion regarding replacement of City Christmas lights and fixtures. The current ones are very old and many no longer work. The City would like to purchase a few every year after the holidays to take advantage of sale prices. Christmas lights and fixtures are not in the current budget but will be added to next years. Carolyn Gigstad of Syracuse Chamber of Commerce discussed. The City is asking the Chamber to match funds for the purchase of eight fixtures and lights. Gigstad will discuss with the Chamber board and attend February's Council meeting to discuss further.

Superintendent Vogt explained rewiring the upper level of the City Hall building will cost approximately \$6000.00 per Kurt Davidson Electric. The Utilities department is looking into purchasing a gas detector.

OLD BUSINESS –

Mayor Ortiz led the discussion on Ordinance No. 985 to amend speed limits for North Highway 50 inside the corporate limits of the city of Syracuse; to provide for the repeal of conflicting ordinances or sections; and to provide for an effective date. Attorney Stilmock explained Council member Britton moved to introduce Ordinance No. 985 and move the statutory rule requiring reading on three different days be suspended, Gigstad seconded. Roll Call: Yeas: Britton, Dettmer, Gigstad, Henke. Nays: none. Attorney Stilmock read Ordinance No. 985 by title. Council member Henke moved for final passage of Ordinance No. 985, Dettmer seconded. Roll Call: Yeas: Henke, Britton, Dettmer, Gigstad. Nays: none.

Mayor Ortiz led the discussion on guardrail for Highway 50. Clerk Farmer will follow up with the State to see if they received our letter sent in November.

Mayor Ortiz led the discussion regarding a center lane for Park Street. Council Member Britton recommended adopting a resolution to advance the project. Attorney Stilmock will draft a letter for this and the discussion will be continued at the February Council meeting.

Mayor Ortiz led the discussion on Leadership Designation survey. Rian Harkins of SENDD present. Harkins recently sent a survey example for the Council and Mayor to review, they suggested moving forward with completing the survey specifically for the City. The survey will be sent out via surveymonkey.com and also placed on the City website as well as placed at City Hall for people to fill out when they come in. Harkins will send Clerk Farmer the link and a hardcopy of the survey. The Mayor and Council recommend putting something on the City's website to gather email addresses for mass emails regarding City issues and feedback.

Mayor Ortiz led the discussion on Nuisance Enforcement Program. Rian Harkins of SENDD present. The Mayor and Council would like to table this discussion until Spring/Summer 2016 so it can possibly be added to the budget. Mayor Ortiz announced Lisa Beebe is taking a new position and will no longer be with SENDD.

Mayor Ortiz led the discussion on Municode. Attorney Stilmock, Clerk Farmer, Superintendent Vogt and Building/Zoning Inspector Bretthorst had a legal conference call with Roger Merriam of Municode. Proofs, including the existing code with red line deletions, can be expected around the end of February, early March. A cap of \$1000 has been decided for purchases based on feedback from the Mayor and Council. Criminal traffic items that adhere to state statute(s) will be taken out. A hyperlink will be available at the end of the code for a viewer to search for the state statute.

Mayor Ortiz led the discussion on the additional clerk position at City Hall. Job descriptions and position details were provided from a few other communities that have similar clerk positions in their offices. The Council would like to see a job description and possible title for the position at the February Council meeting for further discussion.

NEW BUSINESS –

Mayor Ortiz led discussion on Syracuse Housing Authority Board Members. Karen Driever of the Syracuse Housing Authority presented two individuals, Myrna Irland and Paula Wohlers. Paula took over for Jerry Hespen and would like to renew her five-year term and Myrna would be replacing Alice Sheppard. Council Member Britton moved to approve Irland and Wohlers to the Syracuse Housing Authority Board, Henke seconded. Roll Call: Yeas: Gigstad, Dettmer, Britton, Henke. Nays: none.

Mayor Ortiz opened the public hearing on Issuance of Retail Liquor License Class Y for Safehouse Winery, Brian Rundquist present to explain. Mayor Ortiz closed the public hearing. Council Member Henke moved to approve issuance of the Class Y retail liquor license, Britton seconded. Roll Call: Yeas: Britton, Henke, Dettmer, Gigstad. Nays: none.

Mayor Ortiz opened the discussion on request for Special Designated Liquor License for Knights of Columbus for dates of February 13th, 19th, 26th and March 11th, 2016 at St. Paulinus Catholic Church. Adam Holz present to explain. Council Member Gigstad moved to approve the SDL for the Knights of Columbus for the dates above, Britton seconded. Roll Call: Yeas: Dettmer, Gigstad, Britton, Henke. Nays: none.

Mayor Ortiz led discussion and Resolution No. 16-02 on agreement between City of Syracuse and Zahn Construction Sewer Project; Ron Zahn present. The agreement between the City and Zahn Construction will be dated as to when the expiration would be for Zahn Construction's responsibility to put in a manhole if a sewer line should ever be put it due to further development. Council member Britton moved to adopt Resolution No. 16-02 with the duration of 10 years from December 31st, 2015 expiring December 31st, 2025, Henke seconded. Yeas: Gigstad, Dettmer, Britton, Henke. Nays: none. Ron Zahn inquired on the release of the escrow money intended for this as well as sidewalks. The City will follow up with Evan Wickersham, Street Superintendent/Engineer regarding this and discuss further with Ron Zahn at that time.

Mayor Ortiz led the discussion on upstairs of City Hall. Superintendent Vogt explained rewiring the upper level of the City Hall building will cost approximately \$6000.00 per Kurt Davidson Electric. The Utilities department is looking into purchasing a gas detector. Jeremy Wilhelm has shown interest in possibly leasing the space from the City but there is the question as to who the stairwell belongs to, Jeremy Wilhelm or City of Syracuse. Mayor Ortiz is taking suggestions as to what the City could use the space for. Council Member Britton proposed and further explained by Attorney Stilmock drawing up a joint stairwell agreement sharing expenses and maintenance being mutually beneficial to both Mr. Wilhelm and the City. Council Member Britton moved to approve a joint stairwell agreement between Jeremy Wilhelm and City of Syracuse, Henke seconded. Roll Call: Yeas: Henke, Britton, Dettmer, Gigstad. Nays: none. The City chooses not to lease the upstairs space out at this time.

Mayor Ortiz led discussion and Resolution No. 16-03 on Contract Amendment #1 for Syracuse Housing Authority Environmental Review provided by SENDD. Council Member Britton moved to adopt Resolution No. 16-03 Contract Amendment #1 for Syracuse Housing Authority, Gigstad seconded. Yeas: Gigstad, Dettmer, Britton, Henke. Nays: none.

Mayor Ortiz led the discussion on projects that need to be completed. Attorney Stilmock did not have any updates at this time.

Council member Dettmer moved to go into closed session to discuss real estate at 9:06 P.M., Britton seconded. Roll Call: Yeas: Gigstad, Dettmer, Britton, Henke. Nays: None. Council Member Britton and Mayor Ortiz asked that present audience members Kay Bremer, Linda Sutton, Jim Pfeiffer, and Leonard Buchholz stay for closed session.

I the undersigned Clerk hereby certify that the foregoing is a true and correct copy of the 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 and available for inspection at the office of the City Clerk; that such subjects were contained in the said agenda for at least twenty-four hours prior to the said meeting; that at least one copy of the reproducible material discussed at the meeting was available at the meeting for the examination and copying by members of the public; that the said minutes were in written form and available for public inspection within ten working days or prior to the

next convened meeting of the body; that all news media requesting notification concerning time and place of said body were provided advance notification of time and place of said meeting and subjects to be discussed at said meeting.

City Clerk

Mayor