

REGULAR MEETING
CITY COUNCIL

OCTOBER 18, 2017

The Mayor and City Council of the City of Syracuse, Nebraska met at 6:00 P.M. on October 18, 2017 for their regular meeting in the Syracuse City Hall Council Chambers at 495 5th Street. Notice of meeting was given by posting in three places. Mayor Ortiz requested roll call, present were Mayor Ortiz and Council members Gigstad, Dettmer, Britton; absent was Henke. A copy of the posting notice and acknowledgement of notice to the Council is attached to these minutes. Minutes for the October 11th, 2017 meeting were approved as written. Availability of the agenda was communicated in the advance notice. All proceedings hereafter shown were taken while the meeting was open to the public.

Mayor Ortiz led the discussion on Approval of Claims, no further discussion was had. Council Member Dettmer moved to pay the claims, Britton seconded. Roll Call: Yeas: Dettmer, Gigstad, Britton. Nays: none.

American Water Works Association	300.00
BMG	2500.00
Collection Services Center	205.38
Eakes	47.13
Gatehouse Media Nebraska Holdings, Inc.	33.77
Ingram Library Services	561.52
JEO	1443.50
Kriz Davis	1168.39
Martin Marietta	410.10
Matheson	22.93
Midwest Farmers COOP	33.99
Midwest Sound	906.00
NE Child Support Center	290.78
OPPD	126,208.65
State of Nebraska - Unclaimed Prop.	65.73
Stryker	15,300.00
Tennant Sales & Service Co.	1235.86
United Healthcare	10,404.00
Verizon	273.22
Windstream	1.99
Tami Andera	60.00
Andy Brace	280.00
Jody Bruns	520.00
Kody Cardinal	120.00
Carol Linqvist	450.00
Sharon Morrow	510.00
Susan Obermeyer	330.00
Kim Parde	200.00
Joe Reisdorff	60.00
Chris Richardson	250.00
Marcia Scheinost	200.00
Jen Staack	210.00
Laramie Werner	420.00
Tim Wilson	1200.00
Shayna Murrell	1314.86
Todd Aksamit	975.61
Kelly Farmer	1143.29
Derek Harms	1003.05
Mark Moerer	962.77
Chiona Morris	914.41
Julie Slafter	849.17
Mitchell Stubbendick	1190.93
Jeff Vogt	1501.12
Brian Vodicka	613.15
Jonathon Baugous	644.89

HEARING OF THOSE PRESENT – No one present.

LIBRARY REPORT – Librarian Antes not present but the report was submitted prior to meeting; no discussion was had.

SWIMMING POOL & PARKS REPORT – Rec Coordinator Murrell present. Murrell gave the Mayor and Council a SENDD update regarding the Otoe County Housing Rehab Grant. Three projects have been completed, three require signatures and five more will be completed by July 2018. Mike Champion of SENDD told Murrell he needs more people to apply for the five to be completed. Parks and Rec volleyball is closing out its season with a tournament and basketball registrations are due November 4th, 2017. Mayor Ortiz led the discussion on additional batting cage for the Sports Complex. Bids were presented by Crouch Recreation and Diamond Pro for the double cage structure. Council Member Britton moved to approve the Crouch Recreation bid of \$8754.00 for the structure, materials and installation and \$8800.00 bid from Baragary Construction for the concrete using leftover Syracuse Foundation funds from the playground fundraising, Gigstad seconded. Roll Call: Yeas: Dettmer, Gigstad, Britton. Nays: none.

Mayor Ortiz led the discussion on advertising for Park employee for mowing of Park Hill Cemetery. The Mayor and Council explained many details need to be looked at and how many people/hours it will take to mow, weed-eat and blow out the cemetery; maintenance also includes caring for the trees. It had been discussed during budget time, this position be a full-time position. The position will be advertised for starting January 1st, 2018. No motion or vote needed.

RESCUE REPORT – Tim Wilson present. Mayor Ortiz led the discussion on contracting officer pay instead of using salary pay, Attorney Stilmock explained. Todd Blome of BMG also gave input. This would allow all Rescue and Fire volunteers who receive any officer pay or stipend pay to be on the monthly payroll which would include withholdings from the pay. Tim Wilson is fine with all volunteers be placed on the payroll in order to allow for withholdings. Council Member Gigstad moved to approve to start withholdings on all Fire/Rescue volunteers earning any pay, Britton seconded. Roll Call: Yeas: Britton, Gigstad, Dettmer. Nays: none. Umpires will not be included in this.

Tim Wilson also explained a claim submitted for payment from Stryker for \$15,300.00 for preventative maintenance. Wilson told the Council \$80,000.00 to \$85,000.00 is still left to raise for the new Ambulance rig. Wilson is working with multiple foundations and grants for possible funding.

PUBLIC WORKS REPORT – Jeff Vogt present. Mayor Ortiz led the discussion on widening driveway going north at 11th & Poplar. Derek Grotrian of Grotrian Enterprises not able to attend, the discussion was tabled until the November 8th Council meeting.

Mayor Ortiz led the discussion on GIS Workshop, Geneie Andrews present to explain the benefits of the GIS program and what it could do for the City as well as Joe Sather of JEO. Syracuse would like to get a web-based program to be able to look at maps for locating water and sewer lines, etc. Current agencies working with GIS include Otoe County, Nemaha County as well as the Cities of York and Seward to name a few. Andrews spoke of the Simple City program. GIS would look at all of the maps the City currently has and all water and sewer lines and digitize it. Above ground items, assets and attributes can also be documented through a mobile unit; the Cities of Tecumseh and Falls City have recently done this. This helps in a catastrophic event. GIS would have all of this information in a single reference point safe in an off-site location. Maintenance records and information would also be captured by input by the City staff. The program would require the City sign a contract agreement with GIS and pay a building fee of roughly \$14,950.00 plus an annual maintenance fee of \$3000.00 per year upon signing a 5-year contract which would include updates, training and customer service. These costs do not include those associated with digitizing maps which could be \$3000.00 to \$5000.00. Andrews explained this is a long-term project and generally takes one to three years just to get everything developed and building all of the information. The City staff would work a lot on the data collection. Andrews also explained an app will be launched in 2018. This would allow the work performed in a day to be tracked on an android device then brought back and uploaded onto the website. Mayor Ortiz asked how JEO is involved. Andrews and Sather explained JEO creates shape models and files and send them to GIS Workshop. All the layers are created and laid in on top of the base maps. Andrews also announced GIS Workshop is also taking part in the insurance side. The City does receive any aerials that are done as

well as the google street view. The Mayor and Council thanked Andrew for the information and would like additional time to see if GIS is something the City wishes to participate in at this time. Joe Sather of JEO explained more how they get the pictures and mapping in order to send to GIS for digitizing. After all the data is entered into the layers, the City will receive hard copies of the maps. When a map needs updated the City will notify JEO with the request. JEO uses historical data from the City as well. Three inch resolution on imagery pricing is being discussed. Sather had examples of the free version (6-9" resolution) as well as the three inch high resolution.

Mayor Ortiz led the discussion on bids for the Utility Ship roof, Superintendent Vogt explained. Photos of water damage were taken and distributed by Vogt. Bids were given by Eco-Green Enterprises and Zahn Construction. Council Member Gigstad moved to accept the bid by Eco-Green for the amount of \$42,000.00 which includes the insulation, Dettmer seconded. Roll Call: Yeas: Britton, Dettmer, Gigstad. Nays: none.

Mayor Ortiz led the discussion on additional well testing; Dane Simonsen of JEO not present, Council Member Britton explained. Britton spoke of additional testing which could be very beneficial when looking at wells three and four. Sargent's quote is at \$3000.00 to do a 24-hour test, LBG's portion cost is \$6500.00. At a recent Council meeting, Sam Radford of NDEQ spoke of some of the grant money that would be allocated back to the City to use towards other costs. Vogt spoke of the extensive testing performed using multiple bottles in different sizes and then shipping the samples out to different Council Member Britton moved to approve the \$3000.00 Sargent cost and \$6500.00 LBG cost for additional testing, Gigstad seconded. Roll Call: Dettmer, Gigstad, Britton. Nays: none. Mayor Ortiz suggested the City come up with a formal name for the well field ground. Mayor Ortiz also acknowledged Utility Employee Mitch Stubbendick thanking him for the time he worked for the City. Stubbendick took a position with OPPD. Vogt received the go-ahead to start advertising for the position.

OLD BUSINESS –

Mayor Ortiz led the discussion on private streets. Attorney Stilmock explained he and Council Member Britton are scheduled to meet with Jeff Ray of JEO; more information will be available at a future Council meeting.

Mayor Ortiz led the discussion on Streambank Stability Assessment; no discussion was had but it was suggested to keep the item on future agendas. Council Member Britton explained he and Stilmock recently had a conference call regarding the work proposed at 1st Street. Justin at JEO estimated roughly \$10,000.00 for the design. This affects approximately twenty-nine properties. A list of projects was discussed and which are priority versus things that can wait. Britton feels if the residents affected by the 1st Street drainage issue, then maybe the City should not be a part of it. A possible solution may be to pay additional on real estate taxes to cover the costs to fix the issue. Some of these projects will require participation by the Army Core of Engineers. No motion needed at this time. The item will remain on the agenda to discuss as needed.

Mayor Ortiz led the discussion on Phase Two of Keep Kids Alive Sign Campaign, Christa Reisdorff and members of the SDA FBLA present to explain. The FBLA group has been working on an updated brochure and is seeking the approval to place ten additional signs around town. Sponsorships will need to be sold for each sign and placement is yet to be determined. FBLA is also working on a project for the State Leadership Conference, they are using this sign campaign as that project. Council Member Dettmer moved to approve ten more signs from the campaign be placed, Gigstad seconded. Roll Call: Yeas: Britton, Dettmer, Gigstad. Nays: none.

NEW BUSINESS –

Mayor Ortiz led the discussion on request to close 5th Street from Chestnut to Mohawk Streets on Tuesday, October 31st, 2017 from 1:30 P.M. to 3:00 P.M. for Halloween Parade, 1st Grade SDA Teacher Jenny Janssen present to explain. The parade will include SDA students from Pre-Kindergarten to 5th Grade. The students will walk down 5th Street with their teachers and class, have their class pictures taken at the end of the 5th Street; next half the students will walk up the north side of 5th street and the other half walk up the south side of 5th Street to trick-or-treat businesses. Janssen explained hopefully this can continue year to year as a Halloween tradition. Council Member Gigstad moved to approve closing 5th Street from 1:30 to 3:00 on October 31st for a Halloween parade, Britton seconded. Roll Call: Yeas: Dettmer, Gigstad, Britton. Nays: none. Clerk Farmer will notify the sheriff's office.

Mayor Ortiz led the discussion and approval for Otoe Countywide Housing Rehab Partial Payment Request and Approval Form for Project 15-OTF-16, authorizing Mayor's signature, SENDD reps not present. Council Member Britton moved to approve the partial payment of \$22,495.00 for Project #16, Dettmer seconded. Roll Call: Yeas: Gigstad, Britton, Dettmer. Nays: none.

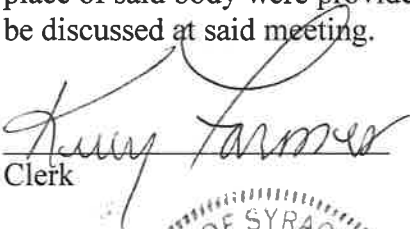
Mayor Ortiz led the discussion on removal and disposal of yard waste. Currently the City has an agreement with Kent Backer for services to collect and dispose of the City's yard waste pile. Backer has informed the City he does not wish to continue the agreement after the expiration on December 31st, 2017 should the Council vote to continue to the agreement. Discussion was had regarding other options that may need to be utilized if no bids are received. The Mayor and Council directed City Clerk Farmer to advertise for bids as well as place a notice in the paper of what does not belong at the yard waste site; for example trash, discarded furniture, lawn and leaf bags, etc.

Mayor Ortiz led the discussion and Resolution on Bill of Sale/ Dedication of Water Main and Sewer Main. Attorney Stilmock asked the item be tabled until a future Council meeting. The Mayor and Council agreed.

Mayor Ortiz led the discussion on computer equipment for the City. Chiona Morris present to explain how changes need to be made to the City computer systems. Currently the City is using Windows 7 which is being phased out therefore upgrades to Windows 10 will be necessary in the near future as the expiration for these programs including the server and Office is 2020. Chuck Sieck is currently working on cost estimates for these upgrades. The Mayor and Council would like Sieck to look at the broad picture for the City's back-up procedures and the replacement of all systems involved. Britton explained a good backup should not be kept on site but to keep in mind the City's billing software needs to be compatible and the RAMs need to be looked at. The SCADA system is not compatible so that system is not included in Morris's presentation. Britton would also like to see the City Offices networked with the Utility Shop. The upgrade would be easier if done all at once. Britton would like to meet with Chuck Sieck.

Mayor Ortiz asked a Council Member to motion to adjourn. Council Member Dettmer moved to adjourn the meeting at 8:58 P.M., Britton seconded. Roll Call: Yeas: Britton, Gigstad, Dettmer. Nays: none.

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.


Clerk


Mayor

