

REGULAR MEETING  
CITY COUNCIL

November 19, 2018

The Mayor and City Council of the City of Syracuse, Nebraska met at 6:00 P.M. on November 19, 2018 for their regular meeting in the Syracuse City Hall Council Chambers at 495 5<sup>th</sup> Street. Notice of meeting was given by posting in three places. Mayor Ortiz requested roll call, present were Mayor Ortiz and Council members Henke, Britton, Dettmer, Gigstad. A copy of the posting notice and acknowledgement of notice to the Council is attached to these minutes. Minutes for the October 29<sup>th</sup>, 2018 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 approval of claims and Treasurer's Reports, Todd Blome of BMG not present. BMG has sent the October financial report for the Mayor and Council to review. No discussion was had. Council Member Britton moved to approve the October financial report and pay the claims, Henke seconded. Roll Call: Yeas: Gigstad, Dettmer, Britton, Henke. Nays: none.

Ameritas	80.56
B&B Pump N Go	1979.60
Bound Tree Medical	1613.84
Benefit Plans, Inc.	298.75
BMG	2500.00
Border States	20,867.63
Bruce Meyer Homes	200.00
Capital Business Systems	60.00
Cardmember Services	3086.20
City of Nebraska City	759.35
Dale Kruse	4.64
Eakes	38.33
EMS Billing Service	2143.92
Danko	584.47
Echo	1571.77
Gatehouse Media	32.56
Great America Financial Services	1572.82
Five Nines	2179.53
Hank's Garage	193.60
Hemje Plumbing and Htg.	65.00
John Palmtag	100.00
Kan Equip	60.64
Kay Anderson	200.00
Martin Marietta	214.78
Meyers Body Shop	451.72
Micro Marketing	32.38
Moore Medical	402.12
Municipal Supply Inc	5240.00
Nebraska City Utilities	357.56
OPPD	112,963.98
One Call Concepts	27.21
Otoe County Sheriff	15,000.00
Pavers	173.99
Penworthy	170.93
Pester Grading	2230.40
Reminisce	19.98
Sandry Fire Supply	1313.98
Sue Antes	1766.63
Syracuse Lumber Co.	487.60
Syracuse Motor Supply	165.66
Tree City Tees	84.00
The Added Touch	32.50
Temple Display Ltd.	1224.19

Terry’s Family Foods	81.96
United Healthcare	10,315.54
Unum	76.72
Verizon	120.52
Windstream	166.84
Todd Aksamit	1055.93
Kelly Farmer	1142.85
Derek Harms	919.26
Mark Moerer	1058.69
Julie Slafter	899.69
Jeffrey Vogt	1476.64
Brian Vodicka	795.58
Jonathan Baugous	363.71
Brent Teten	1136.56
Nicole Vonderschmidt	959.36
Jill Crook	1220.46
August Levenhagen	151.26
Cody Pester	883.84
Jamy Prokopec	5.22
Tim Wilson	200.00
Marcia Scheinost	125.00
Jody Bruns	125.00
Carol Linquist	200.00
David Sabatka	150.00
Chris Lutjemeyer	150.00
Craig Boldt	150.00
Kristy Henke	181.70
Karen Kimpel	130.82
Tomas Ortiz	454.25
Carolyn Bremer	181.70
Alan Britton	181.70
Deb Dettmer	181.70
Orv Gigstad	181.70
Patty Hogancamp	109.02
Leah Ganzel	122.64
Bruce Neemann	327.06

HEARING OF THOSE PRESENT – No One present.

SHERIFF REPORT – Chief Deputy Mike Holland present. Holland reported 49 total incidents for the month of October within the City. Holland explained the department it still suffering a little bit with injuries and two un-certified officers but he assured if the City needs the department it can count on the department being here. Traffic stops were on the top of the incidents for the calls; the majority were in the area of Love’s Truck Stop. Holland explained a new item on the report is “House Check/Watch”; this has always been a service but this just documents the calls better. Tuesday showed to be the busiest day of the week according to the report.

LIBRARY REPORT – Librarian Antes present. Antes thanked the Mayor and Council for the fruit basket for her husband Kent’s surgery. Antes explained although the Friends Group soup supper will not be happening this year as part of the Tannenbaum festivities Santa Claus will still be in attendance at the Library and kids activities will be held in the meeting room. Antes’ report for October 2018; circulation was good. Antes inquired on what she should do with her end of year documents as she has seven years of documents at the Library. Mayor Ortiz suggested she bring them to City Hall to be kept with other documents.

RESCUE REPORT – Rescue Chief Tim Wilson present. Mayor Ortiz led the discussion and approval for new member of SRS. Wilson explained Jennifer Wallman has applied for a volunteer position with the SRS; she had her EMT License in the past and is looking at renewing. Council Member Gigstad moved to approve Jennifer Wallman as a new member of the SRS, Dettmer seconded. Roll Call: Yeas: Britton, Gigstad, Dettmer, Henke. Nays: none. Wilson currently has 18 members; among those three are paramedics, one RN, eight EMT’s and the remaining are ENA’s. The SRS has been working with

other squads discussing countywide services. Wilson pointed out the staffing issue is not just a Nebraska or Otoe County issue, it is nationwide.

**FIRE REPORT – Fire Chief Bruce Neemann present.** Mayor Ortiz led the discussion and approval to purchase new helmets. Neemann explained the department needs to replace helmets that are reaching their lifespan. Sandry Fire Supply came in at \$203.00 per helmet. Eighteen helmets would need to be ordered and the cost will be split with the Rural Fire Department at the cost of \$3700.00 plus freight. These helmets include a face shield inside of the helmet to help prevent the face shields from melting. Council Member Britton moved to approve the purchase of 18 helmets at \$203.00 each, Gigstad seconded. Roll Call: Yeas: Dettmer, Gigstad, Henke, Britton. Nays: none. Neemann added he has applied for a grant to help with the purchase of airpaks. The bottles will be expired after January of 2020.

**ZONING REPORT – Zoning Inspector Bruce Neemann present.** Mayor Ortiz led the discussion and consideration of bids for removal of dead tree. Neemann presented bids from Greenwade for \$250.00 and JC Tree Service for \$400.00. After the removal of the tree, the Council will assess and place a lien on the property. Attorney Stilmock reminded Neemann a Certificate of Insurance will be needed from Greenwade naming the City of Syracuse. Stilmock will go to house. Council Member Dettmer moved to approve the bid from Greenwade, Britton seconded. Roll Call: Yeas: Henke, Gigstad, Britton, Dettmer. Nays: none.

**SWIMMING POOL & PROGRAMS REPORT –Parks and Rec Manager Jill Crook present.** Mayor Ortiz led the discussion and approval of job title change for Parks Employee Cody Pester including hourly pay increase. Ortiz explained there will be a title change for Pester to P&R Lead Maintenance Worker. With Pester moving into the lead role, the City has offered Syracuse resident Tyler Collin the position Pester is currently in. Council Member Britton moved to approve Pester for the title change at a rate of \$15.25 per hour with his 6-month probation starting over, Dettmer seconded. Roll Call: Yeas: Gigstad, Henke, Britton, Dettmer. Nays: none.

Council Member Gigstad moved to approve the hire of Tyler Collin at \$14.25 per hour starting on February 1<sup>st</sup>, 2019 at a 6-month probation period, Dettmer seconded. Roll Call: Britton, Gigstad, Henke, Dettmer. Hiring Tyler February 1<sup>st</sup> would allow to save salary expenses. Jamy Prokopec will be helping with weekend basketball. Superintendent Vogt has volunteered Street Maintenance Employee Todd Aksamit help Pester throughout the winter, as time allows, on projects that require more than one individual. Clerk Farmer inquired on the salary of Collin since Pester's salary is currently paid out of the Cemetery's budget. Going forward the Parks employees will code their timesheets by documenting how much time is allotted Park Hill Cemetery; this time will be taken from the salary expense in the Cemetery budget. Work outside of the Cemetery will be paid out of the Parks department budget.

Mayor Ortiz led the discussion on Aqua Center pool pump and motor. Crook explained Pester took the pool's oldest motor to Colin Electric, now JCI, to see if the motor is salvageable. Colin said the motor is in disrepair and gave a bid of \$1915.00 for a replacement motor, seal and o-ring. Prokopec answered the question from Council Member Britton regarding horsepower stating the horsepower is five. Council Member Dettmer moved to approve the bid from Colin Electric/JCI at \$1915.00, Britton seconded. Roll Call: Yeas: Dettmer, Gigstad, Henke, Britton. Nays: none.

Mayor Ortiz led the discussion on Aqua Center Bathhouse fundraising; Carolyn Gigstad and Jamy Prokopec present. Prokopec explained there was a good turnout at the Bathhouse Open House held recently at the Public Library. Some of the comments included lockers, a family restroom as well as a restroom with accessibility form the outside, lights. Fundraising was also discussed. It was established that the original blueprints from Burbach Aquatics need to be redrawn. An updated timeline was presented to the Mayor and Council. The current mechanical room could use a couple new doors. Prokopec added with the chemicals, there will be some deterioration of the mechanical room. Ortiz would like to see looking into upgrading the mechanical room as well so that in 5-10 years down the road the City is not faced with replacing the mechanical room. Gigstad also found out the City could look into a 50/50 match grant with the Nebraska Game and Parks to use towards the bathhouse. Gigstad would like to come back in December to ask for the City to apply for a Planning grant to help with basic

design and estimated costs. This will help with the larger grant in the future. JEO has offered to do the Planning grant if the City would lock in with them to do the plan. If JEO is not named to do the full project then their plan could not be used. She is asking for the Mayor and Council's input regarding the bathroom. Other funding options are DED matching half, keno funds, fundraising and a federal Game and Parks fund but Gigstad does not feel confident doing that grant so someone else would need to do that. Gigstad suggest the planning grant, planning preliminary design and the blueprint could be paid for by the City's 150,000.00. Britton suggests the engineer needs to be chosen upfront and they will see through the entire project.

**NEW BUSINESS ITEM** – Mayor Ortiz led the discussion on request for closing of 5<sup>th</sup> Street from Plum to Mohawk Streets on Tuesday December 4<sup>th</sup>, 2018 from 3:00 P.M. to 7:00 P.M. for Tannenbaum to include the side streets of Thorne and Midland north to 6<sup>th</sup> Street; Laura Nessman present. Also requested is 5<sup>th</sup> & Thorne, 6<sup>th</sup> & Midland to Railroad Avenue for the Living Nativity on December 2<sup>nd</sup>, 2018 from 2:00 P.M. to 6:00 P.M. Council Member Britton moved to approve the December 2<sup>nd</sup> request, Gigstad seconded. Roll Call: Yeas: Henke, Dettmer, Gigstad, Britton. Nays: none. Council Member Britton moved to the street closing for December 4<sup>th</sup>, Gigstad seconded. Roll Call: Yeas: Henke, Britton, Dettmer, Gigstad. Nays: none.

#### **PUBLIC WORKS REPORT** –

Superintendent Jeff Vogt present. Mayor Ortiz led the discussion on contract between City of Syracuse and OPPD. Stilmock has a meeting scheduled the next week with Dave Peterson and Jeff Vogt. It was noted a manager will need to be appointed as a buyer to work on behalf of the City to purchase power.

Mayor Ortiz led the discussion on the 3-year step rate increase. USDA would like the City to be up and running within the next three years on the new rate. Randy Hellbusch suggested having a rate increase every year for the next three years stepping up to the proposed rates. There are a couple of different ways to implement a rate increase. Another option is to do like we are now with charging a flat rate for all residential customers and a flat rate for all commercial customers. This rate increase would be the service charge and not the gallon rate. The various rates were discussed as well as what properties have what size of meter. The Council suggests tabling until December but moving forward with the 3-year step rate increase with an ordinance and tentative start date of January 1, 2019 be discussed at the December Council meeting.

Mayor Ortiz led the discussion on yard waste and removal agreement. The current contract expires December 31, 2018. The Mayor and Council suggest publishing notice asking for bids with a deadline of December 12<sup>th</sup> at 4:00 P.M. The contract between City of Syracuse and OPPD. Attorney Stilmock explained he and Dave Peterson are working on this item which requires 3-year notice.

Mayor Ortiz led the discussion and Resolution No. 18-22 on 2019 Snow Removal Maintenance Agreement renewal between NE Department of Transportation and City. This is regarding Agreement No. 45. An increase of \$676.00 has been implemented by the state. Council Member Gigstad moved to adopt Resolution 18-22 authorizing Mayor's signature, Britton seconded. Roll Call: Yeas: Henke, Dettmer, Britton, Gigstad. Nays: none.

Mayor Ortiz led the discussion on payment of recently received bills from vendor. Moving forward, when a purchase or order is made an invoice or purchase order needs to be received before leaving in order to prevent this from happening again in the future. Council Member Dettmer moved to approve the payment of all the past claims from this vendor, Gigstad seconded. Roll Call: Yeas: Britton, Henke, Gigstad, Dettmer. Nays: none.

Mayor Ortiz led the discussion on upgrade and purchase of meter reading equipment. Vogt explained in order to continue reading our meters the City must perform the upgrade. The cost is \$5,240.00. Council Member Dettmer moved to approve the meter reading equipment upgrade and cost, Britton seconded. Roll Call: Yeas: Gigstad, Henke, Dettmer, Britton. Nays: none.

Mayor Ortiz led the discussion on mower bid. This bid is the same bid from the same vendor approved last year when a second mower was purchased; this is the only vendor in the area that provides this mower. The new mower is replacing the older of the two. Council Member Dettmer moved to approve the mower bid of \$9,000.00, Britton seconded. Roll Call: Yeas: Henke, Dettmer, Britton, Gigstad. Nays: none.

Mayor Ortiz spoke about the issues he personally has had and the complaints from citizens he's been receiving regarding Zito cable and internet. Ortiz suggests the City's looking at bringing in other options for the City. Stilmock spoke about many communities and people are completing doing away with cable and using fiber and internet to stream. Stilmock will visit with Hickman regarding this as well as other hot topic items the Mayor would like to meet with their City Administrator on. Stilmock briefly discussed the Build Through Overlay District and Ghost Platting to be discussed at the next Planning Commission meeting.

**OLD BUSINESS** – Mayor Ortiz led the discussion on solution for air circulation in City Hall basement. Item tabled until a future meeting pending further information.

**NEW BUSINESS CONTINUED** – Mayor Ortiz led the discussion and Resolution No. 18-23 regarding the Debris Management Master and Action Plans; Gregg Goebel of OCEMA not present. Stilmock feels the contacts roster page needs to be updated after the December meeting when the two new Council members take their oaths. Council Member Britton moved to adopt Resolution 18-23 authorizing Mayor's signature, Gigstad seconded. Roll Call: Yeas: Dettmer, Henke, Britton, Gigstad. Nays: none.

Mayor Ortiz led the discussion and approval of Drawdown #15 including SENDD payment request for Housing Management from 4/1/18 thru 8/31/18 in the amount of \$12,459.14, authorizing Mayor's signature; SENDD not present. Council Member Britton moved to approve the pay request, Dettmer seconded. Roll Call: Gigstad, Britton, Dettmer, Henke. Nays: none.


Mayor Ortiz led the discussion and approval for Otoe Countywide Housing Rehab Final Payment Request and Approval Form for Project 15-OTF-19 in the amount of \$14,319.00, authorizing Mayor's signature; SENDD not present. Council Member Britton moved to approve the pay request, Henke seconded. Roll Call: Henke, Dettmer, Britton, Gigstad. Nays: none.

Mayor Ortiz led the discussion and approval for Otoe Countywide Housing Rehab Final Payment Request and Approval Form for Project 15-OTF-18 in the amount of \$23,425.00, authorizing Mayor's signature; SENDD not present. Council Member Britton moved to approve the pay request, Dettmer seconded. Roll Call: Gigstad, Britton, Dettmer, Henke. Nays: none.

Mayor Ortiz asked a Council Member to motion to adjourn. Council Member Gigstad moved to adjourn the meeting at 8:30 P.M., Dettmer seconded. Roll Call: Yeas: Henke, Britton, Dettmer, Gigstad. 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

