

Minutes
City Council
July 7, 2016

The City Council of the City of Tecumseh, Nebraska, met in regular session in the Utilities Conference Room at the Utility Shop on the 7th day of July, 2016, at 7:00 p.m., in a publicly convened session, the same being open to the public and having been preceded by advance publicized notice, a copy of the same being annexed to the minutes of the meeting as Attachment #1, said attachment showing how the availability of an agenda of then known subjects was communicated and the time and specific place of the holding of this notice, the same having been transmitted to each Council Member simultaneously. The Mayor presided and the City Clerk recorded the proceedings.

Routine Business

The following Council Members were present: Larry Carmine, Renee Carter, Kim Jansen, Jim Philippi, and Jim Reed. Absent: Jesse Grof. Others present: Lisa Beethe, Bruce Dalluge, Doug Goracke, Trevor Mills, and Ann Wickett.

Meeting called to order at 7:00 P.M.

Mayor Montz read a statement of availability of current copy of Open Meeting Act.

There were no additions or corrections to the original posted agenda.

Regular Agenda

Presentation on SE Nebraska Partners for Progress 5-County Economic Development Plan – Lisa Beethe provided a brief overview of the plan goals. Each council member received a copy of the plan.

Letter of Support for the SE Nebraska Partners for Progress 5-County Economic Development Plan – Motion by Philippi, second by Carter to approve the commitment letter as presented. Voting Aye: Carmine, Carter, Jansen, Philippi, Reed. Voting Nay: None. Absent: Grof. Motion Carried.

City Clerk Report – Ms. Beethe presented an update on computer network provider bids and the status of our agreement with Action Technology. Bruce Dalluge reviewed the terms of the current agreement. Discussion. Motion by Reed, second by Carmine to provide a 60-day Notice of our intent to terminate the agreement, with appropriate list of concerns and issues. Voting Aye: Carmine, Carter, Jansen, Philippi, Reed. Voting Nay: None. Absent: Grof. Motion Carried. Ms. Beethe then briefly reviewed the bids received so far for a new provider. No action taken on these bids at this time. A summary of committee meeting actions was distributed in the council packets. Ms. Beethe also mentioned that the fireworks at Belle Terrace were rescheduled for tonight.

Johnson County Sheriff's report was received by the Council.

Street Department Report – Doug Goracke provided the report. Armor coating an estimated 20 blocks of streets is planned for the fall. Bids were received today for the 1st & Calhoun Paving Project around Tecumseh Poultry – the Notice to Award Recommendation and Contracts will follow at the next meeting.

Parks Department Report – Doug Goracke provided the report. The park restroom building is complete – staff will be installing the fixtures shortly to finish the project. Some additional money was spent on concrete to connect the restroom with the walking path for easier accessibility. The new filters for the swimming pool have arrived – staff will install these shortly.

Economic Development Report – Bruce Dalluge presented information on the proposed sale of the West 16' of Lot 2 and all of Lot 3, Block 31, Original Town of Tecumseh, Johnson County, NE. A minimum bid of \$1,050 will be set. The auction will be held July 22 @ 2:00 p.m. at the Utility Conference Room. Notice will be posted in 3 places regarding the sale. Motion by Philippi, second by Carter to approve the sale as presented. Voting Aye: Carmine, Carter, Jansen, Philippi, Reed. Voting Nay: None. Absent: Grof. Motion Carried.

Utility Department Report – Doug Goracke gave the report. The Board scheduled a budget workshop for July 25th at 1:00 p.m. They approved changing the September meeting to Sept. 6th. They reviewed the proposed salary ranges and wage increase percentage scale and made recommendations for the council's consideration. They also reviewed the proposed Performance Evaluation Form. Doug indicated that some issues with Well #2 have come up – they may have to replace the screen. They are monitoring the well for any other issues. They are postponing additional rehab on Well #4 to take care of any repairs needed on Well #2. Discussed storm damage near the wells. Indicated that water levels on the wells are really good right now, even though City is using more water. Staff has been assisting with the park restroom construction and pool upkeep as needed. Staff will be doing some additional tree trimming around power lines. City will pick up tree limbs from storm damage if set out at the curb. K2 Construction is about half done with the water main work around the square – should be done in about 10 days.

Public Transit Report – Lisa Beethe presented the action items. Motion by Reed, second by Jansen to approve the revised request for federal funds from the Nebraska Public Transportation Assistance Program. Voting Aye: Carmine, Carter, Jansen, Philippi, Reed. Voting Nay: None. Absent: Grof. Motion Carried. Motion by Carter, second by Philippi to approve the Vehicle Maintenance Schedule for the transit bus. Voting Aye: Carmine, Carter, Jansen, Philippi, and Reed. Voting Nay: None. Absent: Grof. Motion Carried.

Resolution determining Levy Authority to Tecumseh Airport Authority – no action – will be placed on the August agenda.

Interlocal Agreement with Tecumseh Airport Authority – no action – will be placed on the August agenda.

Concrete parking area in city street right of way at 107 N. 11th Street – Discussion. Motion by Reed, second by Carmine to table this item to the next meeting. Voting Aye: Carmine, Carter, Jansen, Philippi, Reed. Voting Nay: None. Absent: Grof. Motion Carried.

Employee Wage Scale for FY 16-17 – Lisa Beethe presented the proposed salary ranges for each position. Discussion. Motion by Reed, second by Carter to approve the proposed salary ranges as presented. Voting Aye: Carmine, Carter, Jansen, Reed. Voting Nay: Philippi. Absent: Grof. Motion Carried.

Employee Performance Evaluation Form and Ratings Scale – Lisa Beethe presented the proposed wage increase scale that would be tied to the performance evaluation score for each employee. It provides for a certain percentage of a step increase based on the employee’s average performance score. Discussion. Motion by Philippi, second by Carter to approve the wage increase scale as presented. Voting Aye: Carmine, Carter, Jansen, Philippi, Reed. Voting Nay: None. Absent: Grof. Motion Carried. Ms. Beethe presented the updated Performance Evaluation Form – just a few changes were made to the form that has been previously utilized. Motion by Reed, second by Philippi to approve the Performance Evaluation Form as presented. Voting Aye: Carmine, Carter, Jansen, Philippi, Reed. Voting Nay: None. Absent: Grof. Motion Carried.

Methods to Evaluate & Recommend Wages for the Clerk, Utility Superintendents, and Part-Time positions - Discussion centered around utilizing a committee made up of 2 Council members, 1 Board of Public Works member, and the Mayor. This committee would complete the evaluations on the three supervisors and make a recommendation to the Board of Public Works and Council on their wages. This committee would also review the recommendations from the supervisors on proposed staff increases – based on the performance evaluations on each employee. Exceptions to these standard increases could be considered by the committee as needed. The committee would also make recommendations for wage changes for all part-time employees and present those to the Council for consideration. Motion by Carmine, second by Philippi to form a Wage Committee and allow the Mayor to assign the members. Voting Aye: Carmine, Carter, Jansen, Philippi, Reed. Voting Nay: None. Absent: Grof. Motion Carried.

Budget Workshop – The Council will hold a budget workshop on Monday, July 25th at 6:00 p.m.

Resolution to change the date of the regular city council meeting in September. Due to the Labor Day holiday the meeting will be held on Tuesday, September 6th, instead of Monday, Sept. 5th. Motion by Reed, second by Carter to approve moving the September meeting to Sept. 6th. Voting Aye: Carmine, Carter, Jansen, Philippi, Reed. Voting Nay: None. Absent: Grof. Motion Carried.

Consent Agenda

Motion by Carmine, second by Jansen to approve the Consent Agenda as follows:

1. Approve minutes of June 6, 2016 regular meeting.
2. Pay bills for City Funds
3. Approve Parade Resolution allowing usage of roadways for Johnson County Fair Parade
4. Downtown Revitalization Grant #11-DTR-104 – Pay Request from K2 Construction
 - a. Approve Drawdown #5 - \$1,540.50 (SENDD Admin Expenses)
 - b. Approve Drawdown #6 - \$33,300 (\$24,975 grant + \$8,325 City Match)
5. Housing Rehab Grant #14-HO-3S057
 - a. Approve Drawdown #12 – \$2,941.92 (SENDD Admin Expenses)
 - b. Approve Drawdown #13 - \$563.91 (SENDD Project Expenses)

Ayes: Carmine, Carter, Jansen, Philippi, Reed. Nays: None. Absent: Grof. Motion Carried.

Meeting adjourned at 9:04 P.M.

Lisa Beethe, City Clerk

William J. Montz, Sr., Mayor