

MINUTE RECORD FOR CITY OF ALMA  
REGULAR CITY COUNCIL MEETING  
December 6, 2017

A meeting of the City Council of the City of Alma, Nebraska was held at City Hall on Wednesday, on the 6th of December, 2017, at 5:30 p.m.

Present were Council Members: Tom Moulton, Randy Stahlecker, Mike Clements, Jon Davis, and Mayor Haeker. Also present were: Administrator Doug Wilson, Treasurer Lorri Bantam, Clerk Lori Tripe, Ron Hawley Airport Manager, Dan & Annie Glines, Angela Bellware, and Superintendent Russ Pfeil. Notification of this meeting and the agenda were given in advance by posting, a designated method for giving notice. Advance notice of the meeting and the agenda were given to the Mayor and all members of the City Council. All proceedings hereinafter were taken while the convened meeting was open to the attendance of the public.

Mayor Hal Haeker advised the public of the Open Meetings Act which is posted on the east wall of the meeting room, and then proceeded to call the regular meeting of December 6th, 2017, at 5:30 p.m. and the following business was transacted:

Roll call: Mike Clements--present, Jon Davis-present, Tom Moulton-present, Mayor Haeker-present and Randy Stahlecker-present. Motion made by Clements seconded by Moulton to determine this meeting as previously publicized, duly convened and in open session. There being no further discussion upon the motion made and upon roll call vote, the following voted yes: Clements, Moulton, Stahlecker and Davis. Voting No: None. Motion carried.

Mayor Haeker opened the floor to approve the minutes of the November 15, 2017, regular council meeting. Motion made by Moulton seconded by Clements to approve the November 15, 2017, regular council minutes as presented. There being no further discussion upon the motion made and upon roll call vote, the following voted yes: Moulton, Clements, and Stahlecker. Davis abstained. Voting No: None. Motion carried.

Mayor Haeker opened the floor to discuss the claims and invoices for period November 16, 2017, through December 6, 2017 for a total of \$101,243.10. Treasurer Bantam noted a loan payment for the Clubhouse. Motion by Stahlecker, seconded by Moulton to approve November 16, 2017, through December 6, 2017 claims as presented for a total of \$101,243.10. There being no further discussion upon the motion made and upon roll call vote, the following voted yes: Stahlecker, Moulton, Davis, and Clements. Voting No: None. Motion carried.

Mayor Haeker opened the floor to discuss the treasurer's report. Treasurer Bantam said the last loan payment for the park mower was paid and they are looking at purchasing a new one. Motion by Clements, seconded by Stahlecker to accept the treasurer's report as submitted. There being no further discussion, the following voted yes: Clements, Stahlecker, Moulton, and Davis. Voting no: None. Motion carried.

Mayor opened the floor to consider and possibly approve a new private hangar at the Alma Municipal Airport. Ron Hawley was present and said Bow Casper was requesting to lease land from the City to put up a 60 x 60 hangar. He will store his plane there and his plan is to build kit planes for other people. At some point Bow believes he may need to extend the size of his building and according to Ron, the only direction he could go would be to the west. Bow has talked with the other hangar owners and plans to share Bose's septic tank and Hammond's water well. Russ Pfeil brought up a concern that it may be an issue with the NDEQ. Doug Wilson will contact NDEQ and keep the Council posted.

Bow will have a lienholder and they will be listed on the lease agreement as Exhibit "C". Bow will be moving the existing fence. Hammond's will be building his hangar. Dirt work is already underway. Bow would like to use propane rather than natural gas. That is not an option. The hangars need to be uniform and the hangars are too close together to allow for the distance that is required for a propane tank.

The lease amount is the same as the other hangars (7.5 cents per sq foot of building and 4 cents for the surrounding area).

Motion by Davis, seconded by Clements to approve Resolution 6-2018 with the stipulation to use natural gas and to check on the water and septic tank.

WHEREAS; Bow Casper has entered into negotiations with the City of Alma to lease land at the Alma Municipal Airport to construct a building to be used as an airplane hangar and for aircraft related business; and

WHEREAS; the City of Alma has proposed a lease agreement captioned "Alma Municipal Airport Lease Agreement" to lease a tract of land at the Municipal Airport to Bow Casper; and

WHEREAS; it is necessary for the Alma City Council to approve the above referenced lease agreement.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ALMA, NEBRASKA AS FOLLOWS:

1. That the lease agreement between the City of Alma, Nebraska and Bow Casper is hereby approved.
2. That the Mayor of the City of Alma is hereby authorized to sign the lease agreement on behalf of the City of Alma.

There being no discussion upon the motion made and upon roll call vote: Voting yes: Davis, Clements, Stahlecker and Moulton. Voting no: None. Resolution-2018 was approved.

Mayor opened the floor to consider and possibly approve a change in the management of the RV Park and the hiring of additional seasonal help. Administrator Wilson said the RV Park Manager took care of the mowing of the park and around the boat parking to the east. He proposes hiring summer time help to mow the RV Park and additional mowing to the east of the park along with cleaning the bathrooms. This should amount to about 40 hours a week. During a wet season they will definitely keep busy and during a dry season, they can help out with other jobs for the City. This should give the other seasonal mower needed time to mow the additional area due to the annexation.

Last year, the RV Park manager had a city phone number to take reservations. We will use the City Office number so the office can take the reservations. Management software was checked into but was found to be very expensive. At present the RV Park has 36 sites and 27 of them are already spoken for with the Seasonal Camping Program. That leaves 9 sites, which historically have campers coming on a month to month basis which could be 4 or 5 campers, thus leaving a very small number of sites. We will set up a drop box and sign with rates listed. Most campers are honest and will pay. We will try this and see how it goes for 2018 and if needed, look at making changes for the following season.

Administrator Wilson was approached by someone who is interested in camping at the campground and would check people in and take the camping fees. This would not be a paid position but could possibly receive a campsite. Motion by Clements, seconded by Stahlecker to move forward to approve the new park management plan as presented. There being no discussion upon the motion made and upon roll call vote, the following voted yes: Clements, Stahlecker, Moulton and Davis. Voting no: None. Motion carried.

Mayor opened the floor to consider and possibly approve the disposition of the RV park trailer house. Angela Bellware was present. She had sent an email to the council describing the current situation of her trailer house at the RV park. Doug Walker, City Attorney, has also reviewed the email. The City could owe Angela up to \$5000 for her trailer house.

There are 2 people coming Saturday to see the trailer house. If either one takes it, they will remove it for her and pay her for it. Angela's question for the Council is if neither one is interested, there is an option to have someone scrap it out and they would pay her a small fee for the trailer house but would require her to provide a roll off for the material they cannot recycle. It could cost around \$500 or more for the roll-off. She is asking if the City would pay for the roll off and have half of the cost of the roll off taken off of the balance owed her for the trailer house. So essentially, the City is paying for half of the roll off. If this route is taken, the City would also require a demolition permit of which the fee would be waived. Angela will make sure either way, that the spot where the trailer sits will be left clean. Motion made by Moulton, seconded by Davis to approve the option of having the City pay half of the roll-off fee should the RV park trailer house be demolished and scrapped out and to have Angela continue to work with the City

Administrator. There being no discussion upon the motion made and upon roll call vote, the following voted yes: Moulton, Davis, Clements and Stahlecker. Voting no: None. Motion carried.

Mayor opened the floor to consider and possibly approve Resolution 5-2018 - Sale of unused city items by Big Iron. Administrator Wilson had talked about this process at the last Council meeting. There are a few items the City has that have not been used for some time and they would like to get rid of them. The bid process Big Iron uses does meet the State Statute requirements for advertising. The City will go ahead and post a notice in town as well. The City would pay a commission of approximately 15%. Motion by Stahlecker, seconded by Moulton to approve Resolution 5-2018 – Sale of unused city items by Big Iron.

WHEREAS; the City of Alma has surplus equipment consisting of a tarport (taring machine), a 1974 Chevrolet 2-ton dump truck, a Caterpillar #12 motor grader, and a 460 Gravley mower with a 72" deck which it is no longer using; and

WHEREAS; Big Iron Auctions is an appropriate venue for selling sued equipment; and

WHEREAS; the City of Alma has been given an "Online Auction Listing and Marketing Agreement" for the sale of the surplus equipment.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ALMA, NEBRASKA AS FOLLOWS:

1. That the sale of the surplus equipment consisting of a tarport (taring machine), a 1974 Chevrolet 2-ton dump truck, a Caterpillar #12 motor grader, and a 460 Gravley mower with a 72" deck is hereby approved.
2. That the Mayor of the City of Alma is hereby authorized to sign the "Online Auction Listing and Marketing agreement" with Big Iron Auction.

There being no discussion upon the motion made, the following voted yes: Stahlecker, Moulton, Clements and Davis. Voting no: None. Resolution 5-2018 was approved.

Mayor opened the floor to consider and possibly approve a 2 AM closing for The Station on December 31, 2017. Motion made by Davis, seconded by Clements to approve a 2 AM closing for The Station on December 31, 2017. There being no discussion upon the motion made, the following voted yes: Davis, Clements, Moulton and Stahlecker. Voting no: None. Motion carried.

Mayor opened the floor to consider and possibly approve the hiring of Stahr & Associates to consult with the Planning Commission to revise the zoning and subdivision regulations, update the land use map, comprehensive plan to include energy component, by-laws for planning commission, board of zoning adjustment and airport hazard area. Doug Walker checked with Orval Stahr about the energy component and whether it was a requirement. Orval recommended the City to update the comprehensive plan to include the energy component because if the City would ever be sued, having the proper criteria would help protect the City. Attorney Walker felt the proposal was a good one. He recommends moving forward with the update because the last comprehensive plan was in 2011 and since that time, the City has annexed to the north and has a possible housing development. Orval would be able to help the Planning Commission work through any issues or concerns. He has also allowed the City to delay payment until the 2018-19 fiscal year.

Motion made by Moulton, seconded by Davis to approve Resolution 3-2018 – to move forward with updating the City of Alma's land use plan map and potential annexation area components of the City's comprehensive plan as well as updating the City's zoning regulations and other necessary documents as set for in the agreement with Stahr & Associates, Inc.

WHEREAS; the City of alma is in need of contracting for updates to its zoning regulations comprehensive plan and similar related community planning work; and

WHEREAS; Orval Stahr of Stahr and Associates, Inc. has submitted a proposal for doing zoning regulations updating as well as any necessary updates to the comprehensive plan and other community planning documents; and

WHEREAS; Stahr & Associates, Inc. has prepared an agreement for updating the City of Alma's land use plan map and potential annexation area components of the City's comprehensive plan as well as

updating the City's zoning regulations and other necessary documents as set forth in the agreement provided to the City.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ALMA, NE AS FOLLOWS:

1. That the agreement for updating the City of Alma's zoning regulations comprehensive plan and other related community planning documents submitted by Stahr & Associates, Inc. is hereby approved.
2. That the Mayor of the City of Alma is hereby authorized to sign the necessary documents to retain Stahr and Associates, Inc. for doing community planning and updating Alma's zoning regulations.

There being no further discussion upon the motion made and upon roll call vote, the following voted yes: Moulton, Davis, Clements and Stahlecker. Voting no: None. Resolution 3-2018 was approved.

Mayor opened the floor to Administrator comments. Administrator Wilson reported that he and the Sheriff have been working on several vehicles with expired plates. One nuisance had a court date today concerning junk in their yard. Another yard that he has been fighting for quite some time received a ticket.

NPPD has received the go ahead from NDOT on the street light project along Highway 183. He will have a meeting with NPPD on the 12<sup>th</sup> to finalize the location of the light poles and receive a solid cost estimate (for trenching and conduit). He did receive notice that LED lights were approved. The lights past the rail road track should give drivers the message to slow down because they are entering the city limits.

Administrator Wilson has met with the engineer on the water and gas line project. Plans are complete and they will be sending them here so the City can include checks to mail in for ROW agreements to the railroad. They are also working with landowners to get ROW from them.

Administrator Wilson was contacted by Olsson Associates concerning the airport engineering company. The FAA rules say that every 5 years the City must look at engineering companies and select one for the airport. The Nebraska Aeronautics Department has sent instructions on how to proceed. He will get with Ron Hawley and work on getting the advertising out and then have the Airport Advisory Board review the interested companies and ask them to make a recommendation to the Council for their approval.

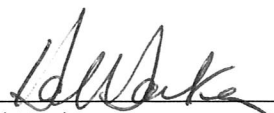
Mayor opened the floor for open comments. Councilman Moulton said he was approached about a possible walking path or sidewalk for people walking to Dollar General. The City has been looking at the different possibilities. Attorney Walker did say that Burlington North has made an application to abandon the railroad going through Alma but it is a lengthy process. If it was abandoned, that would change the options that are available to us.

Councilman Clements said he thought the removal of the dead trees in the park sure made the park look good.

The cost was \$10,000 to remove dead trees in the park and along South Street. There were several trees trimmed as well.

He also inquired about the status of the flashing speed limit sign. Administrator Wilson said he is waiting for a policy to be written by NDOT. He was also told that NDOT would tell the City the locations the sign can be placed but the City would be able to move around as needed.

Motion made by Moulton, seconded by Clements to adjourn the meeting at 6:33 PM. There being no further discussion upon the motion made and upon roll call vote, the following voted yes: Moulton, Clements, Stahlecker, and Davis. Voting no: None. Meeting was adjourned at 6:33 pm.

  
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Hal Haeker, Mayor

I the undersigned Clerk hereby certify that the forgoing is a true and correct copy of the proceedings  
Council Minutes 12.6.17

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 current and available for public inspection at the office of the Clerk; that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for 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 and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided advanced notification of the time place and of said meeting and the subjects to be discussed at said meeting.



  
Lori Tripe, City Clerk

Alma Auto Parts brake cleaner diesel trmt\$125.48;	forcemain In pymt \$3,833.61; NE Dept HHS
Alma Golf Course budgeted transfer \$15,000; Amazon Books \$769.83; American Legal Publishing Code Book Update \$399; Aramark uniforms mops towels \$327.34; B & T Fischer sec dep refund \$172.95;	return energy assistance \$650; NE Public Health Environmental Lab water testing fees \$388; Nebr Liquor Control Comm Training Certificates (4) \$41.75; NE Recycling Council Membership Dues 2018 \$150; Nex-Tech Comm Technology Chrgs \$694.50; NPPD electricity \$4,683.29;
Central States Lab Paint \$2,395.33; CHS Agri Service Center fuel hoses filter supplies \$812.45; City Alma Utilities gas water sewer trash \$1,921.10; City of Alma Petty Cash Fund fuel \$119.54; City of Holdrege Landfill Fees \$1,451.95;	Office Solutions Associates Postcards \$24.52; One Call Concepts locates \$6.39; Payroll \$44,714.97; Rose Plumbing install RO system at City Hall \$407.11; S & W Auto Parts fitting cables tool oil dry cleaner\$170.76;
Community Bank Club-house In pymt \$9,830.16; Dept Health & Human Services water operator licenses \$230; Diamond Exterminating pest control \$120; Dollar General supplies \$114.40; Eagle comm internet IP address \$59.90; Eagle Dist Beer Stein \$29.50; Eakes Office Solutions copy machine \$205.64; Eric Rose sec dep refund \$114.90; Frito Lay concessions \$66.08;	S Davis cleaning service \$195; Short Stop fuel \$119.11; The Library Store supplies \$136.95; Trustworthy Hardware supplies \$54.17; USTI agency fees ebilling \$17.68; Utility Service water tank maint \$2,885.83;Waggoner Ins Agency 2018 Silverado \$51; Walters Electric supplies \$73.50; Zeller Zulauf Microwave - Johnson Center \$99.99;
Frontier phones \$113.46; Harlan Cty law enforcement \$3,468; Harlan Cty Journal Legal Notice \$42.48; Harlan Cty Register of Deeds lien release \$10; Hoesch Memorial Library DVD's supplies \$109.71; Hogeland's Market supplies \$161.39; Holdrege Auto Parts supplies \$47.33; Industrial Sales parts \$193.74; Intuit QuickBooks renewal \$1,740.71; K Norwood sec dep refund \$271.17; League of NE Muni member-ship \$100; LINWELD Specialty Gas \$28.35; L Bantam mileage \$124.26; Main Street Variety supplies \$54.94; Michael Todd & Co signs \$663.88; Mid-NE Individual Services mgmt fee \$450; NDEQ - Services sewer	TOTAL \$101,243.10;



**MINUTE RECORD FOR CITY OF ALMA**  
**CITY COUNCIL REORGANIZATIONAL MEETING**  
**December 6, 2017**

A reorganizational meeting of the City Council of the City of Alma, Nebraska was held at the Office of the City Clerk in said city on Wednesday, the 6th day of December, 2017 at 6:33 p.m.

Present were Council Members Jon Davis, Tom Moulton, Randy Stahlecker, Mike Clements, and Mayor Haeker. Also present were: Administrator Doug Wilson, Attorney Doug Walker, Superintendent Russ Pfeil, Treasurer Lorri Bantam, and Clerk Lori Tripe. Notification of this meeting was given in advance by posting, a designated method for giving notice. Advance notice of the meeting was given to the Mayor and all members of the City Council. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and Council. All proceedings hereinafter were taken while the convened meeting was open to the attendance of the public.

Mayor Haeker advised the public of the Open Meetings Act which is posted on the east wall of the meeting room, and then proceeded to call to order the reorganizational meeting of December 6, 2017, at 6:33 p.m. and the following business was transacted:

Roll Call: Jon Davis—present, Tom Moulton-present, Mayor Haeker-present, Randy Stahlecker-present and Mike Clements-present. Motion made by Clements seconded by Stahlecker to determine this meeting as previously publicized, duly convened and in open session. There being no discussion upon the motion made and upon roll call vote, the following voted yes: Clements, Stahlecker, Davis, and Moulton. Voting No: None. Motion carried.

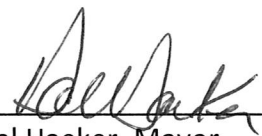
Mayor Haeker opened the floor for nominations for the Council President. Motion made by Clements, seconded by Stahlecker to nominate Jon Davis as Council President for 2018. There being no discussion and upon roll call vote, the following voted yes: Clements, Stahlecker, and Moulton. Davis abstained. Voting No: None. Motion carried.

Mayor Haeker opened the floor to approve his appointments of City Officials, Boards and Commissions. A list of the boards and commissions were handed out. There was a brief discussion about possibly changing the number of members of the planning commission to 5, rather than 7. Motion made by Stahlecker, seconded by Clements to approve the Mayor appointments as presented. There being no discussion upon the motion made and upon roll call vote, the following voted yes: Stahlecker, Clements, Moulton, and Davis. Voting no: None. Motion carried.

Mayor Haeker opened the floor to approve a Resolution designating Financial Institutions (Community Bank, First State Bank and Banner Capital) per City Code 35.17. Motion made by Davis, seconded by Moulton to approve the Resolution designating Financial Institutions. There being no further discussion upon the motion made, the following voted yes: Davis, Moulton, Clements and Stahlecker. Voting no: None. Motion carried.

Mayor opened the floor to discuss appointing the 2018 City Street Superintendent. Reed A. Miller of Miller & Associates has been the certified City Street Superintendent for the past several years. It was noted that by appointing Reed Miller as the City's Street Superintendent doesn't lock the City in to use Miller & Associates. Motion made by Moulton, seconded by Stahlecker to appoint Reed A. Miller of Miller & Associates as the 2018 Certified City Street Superintendent. There being no discussion upon the motion made, the following voted yes: Moulton, Stahlecker, Davis, and Clements. Voting no: None. Motion carried.

Motion made by Moulton, seconded by Davis to adjourn the meeting at 6:39 PM. There being no further discussion upon the motion made, the following voted yes: Moulton, Davis, Clements, and Stahlecker. Voting no: None. Meeting was adjourned at 6:39 pm.

  
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 Hal Haeker, Mayor

I the undersigned Clerk hereby certify that the forgoing 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 current and available for public inspection at the office of the Clerk; that such subjects were contained in said agenda for at least twenty-four hours prior to said Council Minutes 12.6.17 Reorg Mtg

meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for 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 and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided advanced notification of the time place and of said meeting and the subjects to be discussed at said meeting.



  
Lori Tripe, City Clerk