

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PAWNEE CITY, HELD ON MONDAY, FEBRUARY 27, 2023, AT 7:00 P.M. AT THE PAWNEE CITY PUBLIC LIBRARY, 735 8TH STREET, ALL IN PAWNEE CITY, PAWNEE COUNTY, NEBRASKA.

Notice of this meeting was given in advance thereof by advertising in the Pawnee Republican, a designated method for giving notice as shown by the Affidavit of Publishing on file in the office of the City Clerk. Notice of this meeting was given to the Mayor and City Council and a copy of their acknowledgment of receipt of the notice and the Agenda are on file in the office of the City Clerk. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

Present: Mayor Charlie Hatfield; Council Members Vickie Zelenka, Donnie Fisher and Laura Poskochil; Kellie Wiers, Deputy City Clerk and Foreman Spencer Cumley. **Absent:** Council Member Susan Eisenhauer.

Mayor Hatfield called the meeting to order at 7:00 p.m. informing all those present of the Posters stating the Open Meeting Law Changes on the West meeting room wall accessible to the public. At this time, all those present stood to recite the Pledge of Allegiance.

Council Member Poskochil questioned the February 13, 2023, regular meeting minutes for the difference between SENDD and SEND, Inc. Deputy Clerk Wiers was unable to attend the February 13, 2023 meeting but explained that SENDD is an acronym for the Southeast Nebraska Development District and SEND, Inc. is Southeast Nebraska Development, Inc. as stated in the minutes. Council Member Zelenka moved to accept the February 13, 2023, regular meeting minutes on the condition that clarification is given on the difference between SENDD and SEND, Inc. Council Member Poskochil seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. *DC Wiers contacted Kelly Gentrup the next day for clarification since Clerk Curtis was out of the office. Kelly Gentrup explained SEND, Inc. is a sister organization to SENDD who has a separate board of directors, and they are a 501©3 designated Nonprofit Development Organization (NDO).*

The Treasurer submitted the following claims for consideration: **2/28/23 Payroll:** 10,628.59; **Union Bank & Trust**, FWH 3094.98; **NE Dept. of Rev**, SWH 491.01; **John Hancock**, retirement 1607.38; **Allstate**, cancer/accid 218.06; **Ameritas**, vision 74.90; **Madison National Life**, life ins 43.85; **United Health Care**, health 5540.41; **Access Systems**, IT contract 905.30; **Windstream**, internet service @ City Office, phone @ swr plant 323.18; **Spectrum**, internet & phone @ shop 174.97; **BHE**, gas service 1694.55; **PCDC**, Dec 2022 sales tax 8074.14; **Seneca Sanitation**, Jan 2023 garbage service/dumpster @ pond 6858.03; **Holiday Outdoor Décor**, 6 new Christmas lights 3279.00; **LARM**, insurance for 1987 Pierce ladder fire truck 196.15; **NDEE**, 2023 Pool Permit 40.00; **Quill Corp.**, office supplies 111.06; **Axtell Lumber**, DD#3 Bldg. supp for Cornerstone Building 2349.30; **Access Systems**, qtrly copier contract 153.90; **Amazon Cap. Services**, office supplies 142.39; **Capital Bus. Systems**, Elevate phone system 143.50; **Community Insurance**, City's ½ fire pak ins renewal 2199.50; **Nebr. Public Health Environmental Lab**, water sample testing 15.00; **Turnbull Ag Tires**, repair tire on tractor @ swr plant 342.00; **U.S. Cellular**, emergency cell phone 47.87; **Verizon Wireless**, Home Connect & Jetpack 64.57. Council Member Zelenka moved to approve the claims as

submitted. Council Member Fisher seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

PAT HATFIELD, NPPD; ROB & COURTNEY KOSISKE, PC BALL ASSOC:

Review/Discuss Letter Deputy Clerk Wiers sent to Craig Vincent, NPPD re: charges for Electricity at PC Ball Association being so high with no activities taking place.

Review/Discuss October 2021 vs October 2022 NPPD Bill for the Ball Assoc. Acct. Review Ball Association's NPPD charges from 3/2021 – 8/2022 vs 9/2022 – (estimated) 8/2023.

Discuss Billing higher due to it now being charged a "KW Peak—Demand Rate" with a \$145.00 Base Fee Charged each month. Discuss options on how to lower the KW usage under 100 during June & July usage. Rob and Courtney Kosiske and Pat Hatfield were present for this discussion. DC Wiers explained this issue came up when it was discovered on the NPPD bills that the individual charge for the ball fields increased \$100.00 this year when there were no activities scheduled during the months besides June and July. The clerks contacted Craig Vincent, accounts manager for NPPD and Pat Hatfield plus there were several calls with other NPPD contacts. An audit was completed on the ball field account and since there was over 100 kw of electricity used in two months out of a twelve-month period then the base fee has to be increased to \$145.00. The electricity to the ball field could be turned off after ball season and then there wouldn't be a monthly base fee in the off months, but it would cost \$15.00 to turn the electricity back on. The Ball Association had installed security cameras last year due to previous vandalism and NPPD had installed a light in the parking area to deter vandals. So, if the electricity was turned off, then the security cameras wouldn't work and there would be a greater chance of vandalism. Clerk Curtis had compiled information with projected costs for this Summer of \$300.00+ for July and August bills. This issue was brought to the Council and the Ball Association to work out a possible solution. Pat Hatfield explained that June, July and August are considered high demand months for electricity and there will be another rate review in February 2024 but the expense will probably not decrease due to the past usage. Also, Kosiskes explained that the Ball Association has purchased \$24,000 worth of new bleachers to be installed. Security cameras had been installed last year because of vandalism from the year before and the Ball Association is concerned that if the electricity to the Ball Field is shut off, then the lights will be off and the security cameras will not work either because they need the internet to be able to monitor activity remotely in real time. The new light that was installed in the parking lot last year has stopped unwanted activity in that area. Pat Hatfield suggested installing a second meter/transformer to run the security cameras and lights near the concession stand but the line is probably underground and that would have to be marked, a trench dug, and conduit would have to be installed and it would cost several thousands of dollars just to install a second transformer and this would be at the customer's expense. A new transformer costs \$3500. Discussion was had whether the Ball Association would agree to the cost of installing another meter and have the electricity in their name, but the City is charged a municipality rate which is 33 1/3% cheaper than the consumer rate. Would the City be willing to pay the cost to install another meter to continue the cheaper rate? If another meter was installed, then the meter for the light in the parking lot would be shut off in the off months. If another meter was installed, there would be at least a \$54.00 base fee on each account for each meter for a total of \$108.00/month during ball season versus paying the current \$145.00/month base fee, saving maybe \$37.00/month during the high usage months and shut off the meter during the rest of the year for a total savings of around \$600.00 but paying thousands of dollars to install another meter.

Therefore, it would take several years to recoup the cost of installing a new meter. Clerk Curtis had estimated that the total electric bill for 2022/2023 will increase by \$1217.55 from last year but Courtney Kosiske explained that there were at least twice as many games played last year compared to the year before and there may not be as many games played this year. She stated it may be possible to increase fees from the current \$20.00/player to \$100.00 or more per player that other towns charge but that may exclude many kids from being able to play ball but there are some people who donate money to the Ball Association to help pay fees for families that cannot afford it. Rob Kosiske stated he is thankful for the City paying the electric bill at the municipal rate to help save money versus the Ball Association having the service in their name and paying a higher rate. The Ball Association is willing to cooperate with the City on the situation. Council Member Poskochil asked if the Ball Association could contribute towards the electric bill depending upon what has been budgeted for the Ball Field electricity this year? Discussion was had about what the amount the electric bill may be for this year depending upon the number of games that are played in Pawnee City. DC Wiers explained for quite a few years, the City has paid the electric bill and also given a donation to the Ball Association. The water utility is set up through Pawnee County Rural Water. Discussion was had about the history of the Ball Association and when the current location was established and how electricity was run to the lights and concession stand. Mayor Hatfield suggested tabling this issue at this time so that the amount budgeted for electricity can be verified. Council Member Zelenka asked if the Ball Association is covered under the City's insurance? Kosiskes stated the Ball Association pays for their own insurance. Courtney explained the Ball Association has a meeting scheduled for later in the week and will discuss the electric bill at their meeting. Mayor Hatfield explained that Council Member Eisenhower wants two industrial fans installed in the entryway at the pool and she was to contact Pat Hatfield about installing them before the pool opens this year. Pat will take a look at installing the fans.

Review/Discuss \$500 Money Order from Ray Kappel to be used as the Mayor sees fit:

Discussion was had about possible items to use the funds toward including playground equipment at the Pawnderosa, tornado shelter at the Pawnderosa or use it towards the Cornerstone Building. Mayor Hatfield explained that the Cornerstone Building will be used by the community and Council meetings will also be held there so it will be important to have a U.S. flag and Nebraska flag there similar to what is displayed in the library meeting room. The Mayor decided the funds will be earmarked for flags for the Cornerstone Building. DC Wiers will contact Ray Kappel and let him know. Also, the Mayor and Council Members signed a "thank you" card for Mr. Kappel.

Discuss renting of the Cornerstone Building once it is finished—Is there a charge to rent?

Much discussion was had whether rent should be charged for use of the Community Building or not and who would have to pay a fee depending on the purpose of the use. The Council reviewed information gathered about fees charged or not charged for various facilities in the community. Mayor Hatfield agreed with Council Member Poskochil that a fee should be charged depending upon the purpose of the meeting. If an event is scheduled by an entity to make money, then there should be some kind of charge but if the event is for a community organization, then no charge but organizations could give a donation if they wanted. Council Member Zelenka stated there would be some expense for cleaning of the Cornerstone Building and rental fees would help pay this expense. Mayor Hatfield stated there may be a stipulation in the CCCFF grant whether fees

can be charged for the Community Building since the City received grant money for remodeling. DC Wiers explained she would have to check with Clerk Curtis and review the grant to verify whether fees can be charged for the use of the building. This issue was tabled for this meeting.

FYI—Ceylon Herath, Certified Grant Admin has left SENDD—this is who was administering Pawnee City’s CCCFF Grant. Mary Brown is our new Certified Grant Administrator: Mayor Hatfield explained this is just a “FYI” to let the Council know who was the new grant administrator for the CCCFF grant for the Cornerstone Building.

Review letters sent to businesses with ReUse Loans: Council Member Zelenka asked why a letter to Sterup Enterprises wasn’t included with the letters to Schillingbridge Winery, Shirley’s Place and Pawnee Inn & Café? DC Wiers explained that SENDD and the city attorney are working on the “right to cure” for the outstanding loan that Mr. Sterup has defaulted on.

Review NAHTF Housing OOR—Application, Housing Survey & Flyers: DC Wiers explained to the Council that there has been quite a bit of interest in another round of Housing Rehab grants. Several people have stopped in the City Office to pick up the pre-applications and surveys and staff members have also emailed forms to interested citizens. Council Member Poskochil asked if there was a way to notify more people about the program such as displaying information on the back of the water bill or mailing applications and surveys with the water bill? DC Wiers explained the March bills were mailed today so it would have to wait until the first of April, but the deadline is April 15th. DC Wiers mentioned an article could be submitted to the newspaper but there was not a representative of the newspaper present at tonight's meeting. Council Member Poskochil offered to write an article for the newspaper. The City Office has pre-applications, surveys and pamphlets available for the public.

Review PCAL January Board Meeting Minutes, Profit/Loss Treasurer’s Report: Council reviewed the meeting minutes from the 1/26/23 PCAL meeting and the Profit/Loss Report submitted at the 2/16/23 meeting. It appears PCAL is doing well. DC Wiers reminded the Council that she and Clerk Curtis had discussed the \$80,107.50 loan PCAL had with the City which is due October 18, 2023. PCAL had made a payment of \$20,000 on August 9, 2021, with a remaining balance of \$60,107.50. DC Wiers had emailed PCAL in December 2022 as a reminder of the loan but will email this again to PCAL and bring it up at their March meeting.

Review/Approve Interlocal Agreement with Pawnee County for Kenneling Services with no changes: Council reviewed the proposed kenneling agreement submitted by the Pawnee County Commissioners. There were no changes and Council didn’t have any questions. Council Member Poskochil moved to approve the interlocal agreement with Pawnee County for kenneling services. Council Member Zelenka seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Review Letter/Approve Blue Rivers Area Agency on Aging’s request for support of \$425.00 for FY 2022-23: Mayor Hatfield explained the Council approved their \$425.00 request for support last year and it has been budgeted for again this year. Council Member Poskochil moved to approve Blue River Area Agency on Aging’s \$425.00 request for support. Council Member

Fisher seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Appoint two members to the Board of Commissioners of the Regional Housing Agency “Southeast Nebraska Housing Partnership” (SNHP): Terry Borchert, to fill the remainder of Vickie Zelenka, 4-year term (2/28/2025); Connor Barr to fill the vacant 5-year term (expires 2/28/28) due to Terry Borchert’s term ending (2/28/2023): Council Member Zelenka explained she had resigned from the Board because she is very busy with “subbing” at the local schools and GED classes plus the meetings were usually held in Falls City instead of alternating with Pawnee City otherwise, she would have remained a board member. Council Member Fisher moved to accept the appointment of Terry Borchert and Connor Barr to fill the vacancies for Pawnee City representatives on the Southeast Nebraska Housing Partnership Board of Commissioners. Council Member Zelenka seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Report and update from Council Member Eisenhauer: Items for discussion are: *Review Pool Manager/Asst. Mgr & Lifeguard Ads currently running in newspaper with Pool Manager/Asst. Mgr interviews the week of March 6th & Lifeguard Interviews the week of March 20th*: Council Member Eisenhauer was not present at this meeting to discuss the above item but DC Wiers explained there has been more interest in applications for Pool Manager and Assistant Manager than lifeguards so far but hopefully, the City will receive more lifeguard applications before March 17th. Mayor Hatfield reminded the Council that Council Member Eisenhauer will help with interviews for manager and assistant managers and also, lifeguards.

Report and update from Foreman Cumley: *Updates on WesTech repairing/installing the Vertical Screen & other Sewer Plant Issues*: The Vertical Screen has been installed at the Sewer Plant. The techs spent two days to install it but they still had to take a part to Egger Bros. to be modified. The install went well but they had to buy a float because the City has an ultrasonic transducer for the influent sensor on the vertical screen which is no longer working so they had to reset the computer screen to run every 20 minutes and then they needed a ball float to connect to the screen and WesTech wanted \$5800.00 for a new float but Foreman Cumley talked to Iowa Pump Works and they had one for \$55.00 so it will need to be installed. The screen was designed for an average daily flow of 80,000 to 100,000 gallons but when they decant (take the clean water off the top of the solids) instead of just dumping the water back into the lift station, it was designed to run it back through the vertical screen. When they decant, (every other day) it runs a lot more water through the vertical screen than what the vertical screen was designed to screen which causes it to plug up and overflow and defeats the purpose of the vertical screen. The float will sense when it is time to decant so the crew won’t have to decant by hand. A jet pump did quit working at the sewer plant and they are still waiting (four weeks now) for a new one, but it could take up to six weeks to get one and they are around \$4500.00. ***Plumbing Issues at the City Shop:*** Foreman Cumley explained they tried to change the faucet and toilet valve in the restroom at the shop but they couldn’t shut the water off to the building because that valve was broken. The crew looked at the valves inside and they were old gate valves and as soon as they turned them off, they started spraying water. The crew ended up cutting the water line under the building and putting a shut off on it while it was spraying water. They ended up re-plumbing the whole building and because they could not get under the building, they had to run pex pipe along

the walls inside. **Updates to Pool House Plumbing Replacement:** The Pool House plumbing has been completed. **Updates on Online Wastewater Training Classes with American Water College:** Crew Members Barloon and Droge are studying the online class for the wastewater test. Foreman Cumley explained that recently there was a bad water sample and then they retested and two samples came back bad so now, he is completing a level one assessment which doesn't mean the water is bad but it tested positive for coliform which is an indicator there is something in the water but it could mean there is rust in the water from a pipe or it could be a problem with a sample station. Foreman Cumley ordered all new stainless steel sample stations, and they will get them installed by next week, before the next water samples are taken. The City has to have a good water sample next month or they will do initial repeats and if those come back bad, then they will have to be on a level two assessment and be mandated to chlorinate for thirty days but they are chlorinating now as a precaution. Council Member Poskochil informed the Council that she has heard back from Steve McNulty that Pawnee City is now on the list of communities to participate in the Wichita State Finance Center for technical assistance with PFAs.

Correspondence: The City Council reviewed correspondence from December 2022 total Sales Tax of \$23,080.08 with ½% Street Repairs Sales Tax totaling \$5,382.76 and \$1,549.04 being Motor Vehicle Sales Tax. Council reviewed the email from JEO reminding the City that the Fire Station Project was substantially completed on April 21, 2022, and the one-year warranty period on materials and workmanship is nearly over. Mayor Hatfield reminded the Council that he will be absent from both council meetings in March. Council President Fisher will be in charge of both meetings.

Council Member Zelenka moved to adjourn the meeting. Council Member Fisher seconded the motion. Roll Call vote indicated all in favor of the motion and meeting adjourned at 8:21 pm.

ATTEST: Kellie A. Wiers, Deputy City Clerk

Charlie Hatfield, Mayor