

Yutan City Council
Tuesday, February 21, 2023
7:00 p.m. Yutan Veterans Country Club (VFW)

EXTRACT FROM MINUTES OF A REGULAR MEETING OF THE MAYOR AND CITY COUNCIL OF THE CITY OF YUTAN, IN THE COUNTY OF SAUNDERS, STATE OF NEBRASKA HELD AT THE VFW IN SAID CITY ON THE 21st DAY OF FEBRUARY 2023, AT 7:00 p.m.

Notice of the meeting was given in advance thereof by posting notice, a designated method for giving notice, as shown by the Affidavit of Publication and Certificate of Posting Notice attached to these minutes. Notice of this meeting was given to Mayor Kelly and all members of the Yutan City Council, and a copy of their acknowledgment of receipt of the notice and the agenda is attached to these minutes. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

The meeting was called to order at 7:00 p.m. by Mayor Kelly. Councilmembers Thompson, Schimenti, Chittenden, and Peterson were present. Mayor Kelly informed all the individuals present of the location of the Open Meetings Act and Code of Conduct. The meeting was opened with the Pledge of Allegiance.

1) Consent Agenda

- a. Approve Minutes of January 17, 2023, Regular Meeting
- b. Approve Minutes of January 25, 2023, Special Meeting
- c. Treasures Report
- d. Claims

A motion to approve the consent agenda was made by Thompson and seconded by Chittenden. Upon roll call, the vote was as follows YEA: Thompson, Schimenti, Chittenden, Peterson. NO: None, motion carried

2) Open Discussion from the Public

Krystal Spudy Supports having chickens in town and wanted to thank city staff for helping get the concession stand up and running for the upcoming baseball season. Ken Davis, congratulated Yutan State Champs for wrestling, and also asked that the sidewalk along vine street be looked at for proper drainage. Justin Barney discussed circulating a chicken ordinance petition, stating that the council should respect the individual's right to have chickens, to provide a sustainable food source.

3) Presentations from Guests

- a. None
- b.

4) Ordinances and Public Hearings

- a. Comprehensive Plan
 - i. Staff Report – Administrator Heaton presented the Comprehensive Plan to the council, stating that a few minor changes were being made to the final document after some minor errors were found. Heaton also stated the Planning

commission recommended the adoption of the corrections. Councilmember Peterson asked about helping develop downtown and expand parking, inquired about purchasing land to turn into parking.

- ii. Public Hearing – Mayor Kelly opened a public hearing at 7:07, Justin Barney asked about city-wide trash service, and discussed how chickens could help reduce waste, also suggested a farmers market to help bring people into the downtown, the public hearing was closed at 7:09.
 - iii. A Motion to Adopt the Comprehensive Plan Was made by Schimenti and seconded by Peterson Upon roll call the vote was as follows YEA, Thompson, Schimenti, Chittenden, Peterson
No None, Motion Carried
- b. CDBG Grant Public Hearing
 - i. Staff Report – Administrator Heaton stated to the council that a public hearing is required as part of the grant requirements for the CDBG Grant. This grant made the comprehensive plan possible. No Action is needed after the public comment.
 - ii. Public Hearing – Mayor Kelly Opened a public hearing at 7:11, with no public comments, and closed at 7:12

5) Resolutions

- a. Resolution 2023-2 Authorization for Direct Borrowing – Administrator Heaton discussed the requirement for a resolution authorizing the City Administrator to sign loan documents for the purchase of the police cruiser and office renovations. The loan will be for \$72,000, at 6% for 7 years. Councilmember Thompson discussed postponing until an actual amount was ready for the vehicle. Heaton advised to go ahead with the authorization and the loan could be amended if needed.

A Motion to Approve Resolution 2023-2 Was made by Thompson and seconded by Chittenden, Upon roll call the vote was as follows YEA, Thompson, Schimenti, Chittenden, Peterson No none, Motion Carried

- b. Resolution 2023-3 Mutual Finance Organization – Administrator Heaton noted that this is a yearly resolution stating that the City of Yutan does not provide financial support for the Yutan Fire Department.
 - i. A Motion to Approve Resolution 2023-3 Was made by Peterson and seconded by Thompson Upon roll call the vote was as follows YEA, Thompson, Schimenti, Chittenden, Peterson No None, Motion Carried
- c. Resolution 2023-4 Fair Housing Policy – Administrator Heaton noted that another requirement for the CDBG grant is the creation of a Fair Housing Policy. Resolution 2023-4 states that the city will work with individuals that feel their rights have been violated, by providing resources for them to help get solutions.

- 6) A Motion to Approve Resolution 2023-4 Was made by Chittenden and seconded by Schimenti Upon roll call the vote was as follows YEA, Thompson, Schimenti, Chittenden, Peterson No none, Motion Carried.

7) Other Action Items

- a. SRF Discussion/Authorization of ARPA Funds for Office Technology Upgrades – Administrator Heaton noted the SRF funding for the Lift Station was now at 100%, opening up the remaining ARPA funds for other uses. One particular use is to improve cyber security. The city has a cyber security insurance policy through our insurance carrier. Heaton proposed updating the office wifi and firewall, creating a cloud based storage solution and removing the server, and purchasing a laptop for each council member and the Mayor, as well as the city clerk and administrator to allow for digital meetings and better record retention. Heaton presented two bids one from AR solutions in the amount of \$18836.46 and ECS in the amount of \$23,412.98. Councilmember Peterson suggested starting out with laptops for staff only. Councilmember Schimenti felt that the purchase would help with cyber security and record retention, and was a necessary cost. Councilmember Thompson suggested adding security cameras to the office as well.
 - i. A Motion to Approve the bid from AR Solutions in the amount of \$18836.46 Was made by Thompson and seconded by Schimenti Upon roll call the vote was as follows YEA, Thompson, Schimenti, Chittenden, Peterson
No none, Motion Carried
- b. Pay Application 2 Erikson Construction – Administrator Heaton presented pay application 2 from Erikson Construction for the ongoing work at the Lift Station. Heaton also pointed out that staff had requested a few change orders due to the increased funding, a new roof is estimated to be about 20k and waiting for pricing on repairing the water line to the lift station, these change orders are expected to be on the March agenda. Councilmember Thompson suggested getting a second bid to compare with.
 - i. A Motion to Approve the pay application to Erikson Construction Was made by Chittenden and seconded by Peterson Upon roll call the vote was as follows YEA, Thompson, Schimenti, Chittenden, Peterson No None, Motion Carried
- c. Pay Application 7 Midtown Plumbing – Heaton presented pay application 7 to the council for consideration.
 - i. A Motion to Approve the pay application to Midtown Plumbing Was made by Thompson and seconded by Chittenden Upon roll call the vote was as follows YEA, Thompson, Schimenti, Chittenden, Peterson No None, Motion Carried
- d. Change Order Water Meter Project – Heaton presented a change order to add additional meters at city locations so staff could track usage for annual reports and leak detection. There are also an additional 40 one inch meters needed for the water meter project. Heaton reported that there are about 150 left in town to change, and that staff is working on being able to read those new meters within the next week or two. Councilmember Thompson asked about installing a cheaper meter in the city locations, otherwise would approve the change order.

- i. A Motion to Approve the change order minus items 16-22 Was made by Thompson and seconded by Schimenti Upon roll call the vote was as follows YEA, Thompson, Schimenti, Chittenden, Peterson, No None, Motion Carried
- e. Consideration of Bids for Sale of Utility Truck – Heaton opened the bids for the utility truck. The following bids were submitted. Dane Jorgensen in the amount of \$8,500, and Traci Voegeli in the amount of \$8,000. Councilmembers Thompson and Peterson wanted to put the truck up on a online auction site to try and get a better offer, suggested setting a reserve at \$12,500.
 - i. A Motion to Deny all bids and place truck on auction site was made by Peterson and seconded by Schimenti Upon roll call the vote was as follows YEA, Thompson, Schimenti, Chittenden, Peterson No none Motion Carried.
- f. Approval of Equipment Purchase for Police Cruiser – Heaton presented a bid for the outfitting of the new police cruiser, these improvements were not budgeted, Staff have planned on using the sale of the old car to cover the costs.
 - i. A Motion to Approve was made by Peterson and seconded by Thompson Upon roll call the vote was as follows YEA, Thompson, Schimenti, Chittenden, Peterson No None Motion Carried

8) Discussion Items

- a. 1st and Poplar Paving – Heaton and city engineer Schulz discussed the options for paving 1st and poplar with the mayor and council. Council discussed possible options for parking along the street. Schulz estimated that the updated cost would be \$300,000-\$500,000 depending on parking and infrastructure needs.

9) Supervisor Reports

- a. Library Director – Not submitted.
- b. Utility Superintendent - Submitted
- c. Police Chief - Submitted
- d. City Administrator - Submitted

10) Items for Next Meeting Agenda

Meeting Adjourned

NEXT MEETING DATE – March 21, 2023, 7:00 P.M.

Anyone desiring to speak before the mayor and city council should contact the city clerk by the Monday preceding the city council meeting by 4:00 p.m. Anyone desiring to speak on any item on the agenda is invited to do so but should limit himself/herself to 3 minutes. After being recognized by the mayor, give your name and address for the record. Anyone desiring to speak for a longer period of time should make arrangements with city clerk prior to the meeting. All speakers shall address the mayor and city council only. Anyone attending the meeting that may require auxiliary aid or service should contact the city clerk in advance.